



Public Document Pack

Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Tel: (01903 737500)
Fax: (01903) 730442
DX: 57406 Littlehampton
Minicom: 01903 732765

e-mail: committees@arun.gov.uk

Committee Manager – Jane Fulton (Ext 37611)

15 February 2021

PLANNING POLICY SUB-COMMITTEE

A virtual meeting of the Planning Policy Sub-Committee will be held on **Tuesday 23 February 2021 at 6.00 pm** and you are requested to attend.

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

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](#)

AGENDA

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 - 12)

To agree as a correct record the Minutes of the meeting held on 15 December 2020 as (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. LOCAL PLAN UPDATE - VISION AND OBJECTIVES

(Pages 13 - 20)

The Council is updating the Arun Local Plan 2018 following a Full Council decision on 15 January 2020. Following a series of three Member Workshops and a Question & Answer Session, a draft Vision and Objectives have been proposed in order to steer work and monitor progress on the Plan update. The Vision and Objectives accommodate a range of Member views and reflect emerging best practice and national Policy. This first step is the early stage of Plan preparation. The Council will now engage with all stakeholders and the community on the Plan preparation, following which, there will be scope for further alignment with infrastructure, utility and housing providers, businesses and communities in helping to delivering the Authority's aspirations through supporting the Plan update.

6. LOCAL PLAN EVIDENCE UPDATE

(Pages 21 - 24)

This report updates Members on the current and pending evidence studies being progressed to inform the update of the Arun Local Plan 2018 and is for noting.

7. INTERIM HOUSING STATEMENT

(Pages 25 - 32)

The Council has prepared an Interim Housing Statement because it is unable to demonstrate a 5-year Housing Land supply. The Interim Housing Statement does not introduce new Policy. This document merely provides the Council with a mechanism for inviting landowners, developers and promoters to submit planning applications in the right locations at the right scale by providing a high level tick list and RAG rating of existing Development Plan and National Policy Guidance matters, which if they are addressed by applicants, will help speed up decision making. It will operate until a 5-year

housing land supply is demonstrated.

8. WALBERTON VILLAGE AND VILLAGE GREEN CONSERVATION AREA CHARACTER APPRAISALS (Pages 33 - 42)

Arun District Council has 29 Conservation Areas within its Local Planning Authority Area (LPAA). In order to be able to fully preserve and enhance its Conservation Areas, the Council will prepare individual Conservation Area Character Appraisals. These appraisals define what is special, and therefore worthy of protection, as well as what detracts and could be enhanced. They also review the existing boundaries of the Conservation Areas and recommend where there is potential for them to be amended. Appraisals assist the determination of planning applications, but also form part of an appropriate heritage evidence base in the preparation or review of a Local Plan.

Two separate Conservation Area Character Appraisals have been prepared for the 'Walberton Village' and 'Walberton Green' Conservation Areas, and this report seeks agreement to publish them for public consultation.

9. WORTHING AND CRAWLEY LOCAL PLAN REGULATION 19 - PRE-SUBMISSION CONSULTATIONS (Pages 43 - 50)

This report advises Members on Worthing Borough Council's and Crawley Borough Council's 'Pre-submission' Local Plan (Regulation 19) public consultations. The respective plans propose strategies, site allocations and policies to deliver housing and development needs over their plan periods but with a significant residual unmet housing need in each case. At this stage, each plan is considered ready for submission and comments are restricted to legal or 'soundness' issues. The response urges the two authorities respectively, to secure Statements of Common Ground with Arun to clarify and address the cross-boundary implications of the levels unmet housing need.

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.

Note : 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

15 December 2020 at 6.00 pm

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

Councillor Coster was also in attendance at the meeting.

[Note: The following Councillors were absent during consideration of the matters in the following minutes – Councillor Charles – Minute 26 to 31]; and Councillor Chapman – Minute 29 to 31].

16. WELCOME

The Chairman welcomed Councillors, representatives of the public, press and Officers to what the third virtual meeting of the Sub-Committee.

17. APOLOGIES FOR ABSENCE

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

18. DECLARATIONS OF INTEREST

Councillor Elkins declared a Personal Interest in some of the items on the agenda in his capacity as a Member of West Sussex County Council and also in his capacity as Cabinet Member for Highways and Infrastructure.

19. MINUTES

The Minutes of the meeting held on 22 September 2020 were approved by the Sub-Committee as a correct record and the Chairman confirmed that she would sign these as soon as she could, when she returned to the office.

20. URGENT ITEMS - A259 BOGNOR REGIS TO LITTLEHAMPTON CORRIDOR

The Chairman confirmed that there was one urgent item for the Sub-Committee to consider and this had been published to the Sub-Committee's web pages on 14 December 2020 and emailed to Councillors separately.

This item was on the A259 Bognor Regis to Littlehampton corridor enhancement scheme where an update on the technical work carried out as part of the feasibility stage by West Sussex County Council (WSCC) was being presented. This item was urgent as the information had only just been made available and the Sub-Committee needed to be made aware of the current position.

The Chairman confirmed that in considering this item, she proposed a change to the order of the agenda in that this item would be considered as a new Item 7 after Item 6 [West Sussex County Council Transport Plan Review Consultation and Potential Updates on the A259 Bognor Regis to Littlehampton Enhancement Scheme.]

This change to the order of the agenda was approved by the Sub-Committee.

21. COMMUNITY INFRASTRUCTURE LEVY GOVERNANCE

(During the course of the introduction of this item, Councillor Elkins redeclared his interest made at the start of the meeting and asked to be placed in the waiting room during its debate and so did not take part in any debate or vote on this item.)

The Sub-Committee received a report from the Principal Planning Officer confirming that the Council started implementing the Community Infrastructure Levy (CIL) on 1 April 2020.

Members were advised that although it potentially might take a number of years for a significant level of income to be received from CIL, it was important now to set out a method for determining how CIL receipts would be spent in the future.

The proposed approach had been prepared following discussion with neighbouring CIL charging authorities and officers within various departments of the Council to understand the best approach to CIL spending and governance. The process set out was considered to ensure transparency and clarity on how CIL would be allocated and spent by the Council in the future.

The report included five recommendations in relation to CIL spending and governance arrangements, covering the following:

- A methodology and process chart for the preparation of a 3 year Infrastructure Investment Plan, starting in 2021 as set out in Background Papers 1 and 2
- The process for spending CIL – set out in Background Paper 3. This provided examples of different situations relating to how infrastructure providers might apply for CIL funding.
- A recommendation which related to ensuring all necessary contractual documents be executed as necessary to ensure CIL would be passed to service providers
- The recommendations also asked the Planning Policy Sub Committee to note that a report to the Constitution Working Party would be prepared to recommend necessary changes to the new 2021 Constitution.
- These would include a change to the scheme of delegation for the Group Head of planning to authorise transfer of CIL receipts for approved

schemes, subject to all contracts for spending in accordance with the IIP being in place.

- Also, where CIL bids were not in accordance with the IIP, authority would be delegated to Planning Policy Sub-Committee to grant or refuse spend on applications for projects less than £25,000.

Finally, the Principal Planning Officer drew to the attention of the Sub-Committee two points. Firstly, that Paragraph 2.3 of the report explained that CIL income was estimated to total around £30 million over the lifetime of the plan. However, to put this into context, the Infrastructure Funding Statement, presented to the Planning Policy Sub-Committee in September, stated that S.106 income from the strategic housing allocations was estimated to total approximately £200 million. CIL was therefore a less significant funding stream, which would be difficult to accurately forecast for a number of years. Therefore, high expectations should not be placed on CIL to deliver large infrastructure projects at this time.

Secondly, CIL worked alongside S.106 in most cases, but on smaller sites, it mainly replaced S.106 income, which would have previously been passed to the County Council and other infrastructure providers for services such as education, transport and healthcare. It was for that reason that it was felt necessary to highlight the approach proposed in Section 4 of the report.

Allocating a proportionate amount of CIL to different infrastructure providers did not mean that this amount of the Council's CIL receipts would automatically be passed to these service providers. They would have to bid for the money through the Infrastructure Investment Plan process – and would then have to apply for CIL funding, in accordance with Background Paper 3. This approach aimed to ensure continuity of service provision for all infrastructure providers, whilst giving the Council greater control and certainty over which projects the money was spent on and when, in accordance with the Council's Infrastructure Investment Plan.

In considering the report, there were concerns expressed over difficulties that the Council had had with certain infrastructure providers in the past in that they had not actually delivered on their part of the agreement by either withholding monies or had had arguments about costs. The Sub-Committee was of the view that it needed to be sure that these infrastructure providers delivered what had been agreed by allowing the monies to be properly released.

The Director of Place responded reassuring Councillors that the work undertaken by the Principal Planning Officer around CIL and governance helped to put Arun in a much better position in terms of understanding infrastructure needs and that it was now in a good place to monitor and ensure the delivery of infrastructure, which had been a weakness in the past.

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The Sub-Committee saw this as an exceptional report as it provided evidence that the Council now had more control in terms of how CIL money was spent and in the appropriate time constraints. Officers were commended for their work.

Following further discussion,

The Sub-Committee

RESOLVED

That it be noted that the Principal Planning Officer will prepare a report to the Constitution Working Party to recommend changes to the new 2021 Constitution (Committee System) as set out in Paragraph 7.5 of the report.

The Sub-Committee also

RECOMMEND TO FULL COUNCIL – That

- 1) the CIL arrangements set out in Sections 4 to 7 (inclusive) of the report, and CIL District Pot apportionment set out under paragraph 4.3 be approved;
- 2) the first Infrastructure Investment Plan (2022-2025), which sets out CIL spending priorities over the three-year period, will be completed, subject to Full Council approval, by December 2021 and will last for a period of 3 years;
- 3) The Planning Policy Committee (PPC) is granted delegated authority to approve bids for funding infrastructure projects that are not listed on the Infrastructure Investment Plan (IIP) (subject to the correct application process being undertaken in accordance with processes set out in Background Paper 3);
- 4) the Group Head of Planning in consultation with the Group Head of Corporate Support, be granted delegated authority to authorise money to be passed to infrastructure providers to spend on CIL projects on the IIP. Where projects are not listed within the IIP, spending will be subject to Planning Policy Committee approval; and
- 5) approval be given to execute all necessary documentation to ensure CIL is passed to service providers and spent in accordance with the council's Infrastructure Investment Plan.

22. WEST SUSSEX COUNTY COUNCIL TRANSPORT PLAN REVIEW CONSULTATION AND POTENTIAL UPDATES ON THE A259 BOGNOR REGIS TO LITTLEHAMPTON ENHANCEMENT SCHEME

The Sub-Committee received a report from the Principal Planning Officer which provided an update to the West Sussex Transport Plan (WSTP) review, which had recently commenced. The current WSTP 2011-2026 period needed to be reviewed to take account of changes to national and local policy, such as the Government's legally binding commitment to achieve net zero carbon by 2050.

The first step in the WSTP review was to ask stakeholders to complete a survey, which would identify key issue and priorities. The survey results would help to shape the draft version of the plan, which was due to be published for consultation in Summer 2021.

The report provided the response to the survey which the Sub-Committee was being asked to note so that it could be submitted to WSCC by its deadline date of 17 December 2020.

In summary, the response included the following key issues to be considered by the County Council as they prepared the draft WSTP:

- Consider impact of future population growth on the highway network (by taking into account the proposed Standard Housing Methodology, as set out by the Government in its latest consultation, published on 6 August 2020);
- Taking into account new technologies in relation to transportation – in particular a focus on electric vehicles, and the availability of electric vehicle charging points across the county;
- Consider equitable provision and the availability of electricity supplies for electric vehicles (looking ahead to 2030 when new diesel and petrol cars will no longer be on sale);
- Give greater priority in the plan to the impact of the economy, as a result of the Covid-19 pandemic – this will have long term impacts on transport and travel;
- The WSTP should identify the barriers that level crossings continued to have in terms of movement of traffic within the District;
- The revised plan should address the challenge of integrated transport systems which provide mobility and connectivity to people, through the provision of transport hubs and shared transport opportunities (eg. bike share, car share, bus shelters and efficient links to other public transport nodes); and finally
- the response explained that Arun District Council Officers were investigating the principle of 'twenty-minute neighbourhoods', where all essential, day-to-day facilities were located within a twenty-minute walk from home. This involved unlocking walking and cycling routes within, and between, communities to allow residents to walk and cycle to key services (schools, shops, leisure facilities etc). This could be increasingly achievable as working from home became more commonplace.

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In considering the report, the Sub-Committee welcomed the idea of 20 minute neighbourhoods where people could live having easy access through either walking or cycling to a wealth of amenities such as work; education; leisure and shops. There were also concerns expressed over out commuting from the District and the way in which some priorities had been ranked.

Although the Sub-Committee agreed that the Council's response was good, questions were asked over the next steps in terms of where this response tied in with other responses that were ongoing and involved West Sussex highways interlinking with other projects. The timeline for this project was explained by the Planning Policy Team Leader who confirmed that he felt that the complete process would take some time [until Summer 2021] and in terms of how this related to other studies.

Following further discussion,

The Sub-Committee

RESOLVED

That the response to the West Sussex Transport Plan Review Survey, to be submitted to the County Council by the deadline date of 17 December 2020 be noted.

23. A259 BOGNOR REGIS TO LITTLEHAMPTON CORRIDOR ENHANCEMENT

As referred to earlier in the meeting by the Chairman, the Sub-Committee received this report so that it could note the update provided regarding the West Sussex County Council A259 Bognor Regis to Littlehampton Corridor Enhancement Scheme.

The Sub-Committee

RESOLVED

That the update provided regarding the West Sussex County Council A259 Bognor Regis to Littlehampton Corridor Enhancement Scheme be noted.

24. ARUN DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT

The Sub-Committee received an update report from the Senior Planning Officer. At the meeting of the Sub-Committee on 30 June 2020 it had been agreed that the Draft Arun Design Guide should progress to Public Participation Stage (under Regulation 12b of the Town and County Planning (Local Planning) (England) Regulations 2012 and this stage of that process had been commenced on 16 September 2020 and had been completed on 14 October 2020.

The report before Members set out what the further representations were, and it detailed this Council's response to those representations which needed to be approved by Full Council so that at the next Full Council meeting the Design Guide could be finally adopted.

The Sub-Committee confirmed that it was delighted that work on the Design Guide had finally got to this stage and it wished to have placed on record to all Officers who had played a part in its implementation, especially the Senior Planning Officer.

Having asked for a view on what the significant changes in the revisions were, the Sub-Committee

RECOMMEND TO FULL COUNCIL – That

(1) the proposed modifications schedule which addresses the comments made from the Regulation 12b Public participation period in accordance with Regulation 35 (as amended by Regulation 2 (Coronavirus) (Amendment) Regulations 2020 be agreed; and

(2) the revised Design Guide (as a result of the Reg.12b proposed modifications), be adopted.

25. RAISING ACCESSIBILITY STANDARDS FOR NEW HOMES CONSULTATION

The Planning Policy Team Leader presented this item to the Sub-Committee on the proposed responses to the Government's consultation on Raising Accessibility Standards for new homes. The consultation sought views on five options to raise the 'accessible and adaptable' standard for homes (known as Part M of the Building Regulations and these were explained. There was M4(1) concerning the outside access to homes for example level thresholds to the door and M4 (2) accessible adaptable internal spaces within the home and M4(3) the 'wheelchair user' standard which were currently used as optional technical standards. It was highlighted that the Arun District had a significant ageing population, on top of the national picture, and so there were issues of increasing need to address the required needs of this group and also to respond to issues around disabilities. There was the need to respond to issues about confusion over standards being applied differently in authorities in terms of developers not being sure of the standards to be used and costs involved. This highlighted an increasing realisation that significant progress needed to be made. The consultation sought the Council's views on each of the five options – these had been set out in the report at Paragraph 1.15.

All Councils were also being asked to confirm one of the five options in response to the Government's consultation on Raising Accessibility Standards for new homes.

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It was explained that Option 4 was what Officer's recommended as this was felt to be the most effective for everyone. Developers would be clearer on the requirement from the outset without needing to negotiate with the Local Authority. It would be easier and clearer for the Local Authority to apply and enforce and it would provide greater certainty for the end user of the homes to have a space which was fit for purpose.

The consultation on this had run from 8 September until 1 December 2020 and so a provisional response had been sent prior to this meeting.

Following a very brief discussion,

The Sub-Committee

RESOLVED

That the Planning Policy Sub Committee notes the Officer recommendation to the Government in response to the consultation 'Raising Accessibility Standards for New Homes' – this being:

Option 4 is preferred, to mandate the current M4(2) requirement in Building Regulations as a minimum standard for all new homes with M4(1) applying by exception only, a set percentage of M4(3) homes would also need to be applied in all areas. So rather than local authorities setting a local planning policy for the provision of M4(3), a defined and constant percentage would apply to all new housing.

26. REGULATION 18 (II) GYPSY & TRAVELLER AND TRAVELLING SHOWMEN SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT - PREFERRED OPTIONS

(During the course of the introduction of this item, Councillor Elkins redeclared his interest made at the start of the meeting and asked to be placed in the waiting room during its debate and so did not take part in any debate or vote on this item.)

The Planning Policy Team Leader presented this item on behalf of the Senior Planning Officer reminding the Sub-Committee that at its last meeting held on 22 September 2020, the Sub-Committee had agreed that the Regulation 19 (II) Draft Gypsy & Traveller and Traveller Showperson site Allocation Preferred Options development Plan Document (DPD) should commence to public consultation in October 2020 for eight weeks.

It was confirmed that following the public consultation period, this report set out the representations received and the proposed response and next steps for noting. This was because material objections had been raised by West Sussex County Council in relation to restrictive covenants affecting three of the sites proposed for intensification for Gypsy and Traveller pitches and for Traveller showmen plots.

Following some discussion,

The Sub-Committee

RESOLVED – That

(1) The Statement of Representation and proposed response to comments made from the consultation Draft Gypsy & Traveller and Traveller showmen Site Allocations Development Plan Document 'Preferred Options' - Regulation 18 (ii) be noted; and

(2) It also be noted that Officers will undertake further 'duty to cooperate' discussions and evidence work to resolve objections before progressing G&T DPD further and will report back to this Sub-Committee in the Spring 2021 with the proposed way forward and timetable for progressing the Reg.19 publication consultation and subsequent DPD submission.

27. BROWNFIELD LAND REGISTER 2020

The Planning Policy Team Leader presented this report on behalf of the Principal Planning Officer and explained that the production of a Brownfield Land Register was a requirement under the Town and County Planning (Brownfield Land Register) regulations 2017.

The Register was established in two parts which was explained in the report and was to include all brownfield sites that were suitable for residential development. It was highlighted that the register had to be updated every year.

The Sub-Committee

RECOMMEND TO FULL COUNCIL – That

- 1) Notes the 2020 Brownfield Land Register (Part 1); and
- 2) Agrees that Officers work towards the production of the Brownfield Land Register (Part 2) including the carrying out of consultation and publicity requirements, as well as other procedures in line with the Brownfield Land Register Regulations 2017.

28. CHANGE TO THE ORDER OF THE AGENDA

The Chairman proposed and the Sub-Committee agreed a change to the order of the agenda to allow Item 12 [Housing and Economic Land Availability Assessment (HELAA 2020 Update) to be considered before Item 11 [Authority Monitoring Report).

29. HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT (HELAA 2020 UPDATE)

The Planning Policy Team Leader presented this report reminding the Sub-Committee that the Council had reviewed and updated its HELAA for 2020. This document provided the Council with a database of sites within the District and that each site within the database had been assessed to determine whether it was deliverable, developable or not currently developable according to the HELAA methodology.

It was important to note that whilst the HELAA was a useful resource, it did not allocate sites, nor did it grant planning permission. Its principal purpose was to provide evidence at a high level, identifying the best performing sites with potential to consider for further assessment as part of plan making. The HELAA was not intended to be used for development management decisions, as set out in national guidance. The HELAA methodology was updated to more closely align with the National Planning Policy Framework 2019 which clarified that high level assessment of strategic development plan constraints could be considered alongside national constraint criteria, including guidance on avoiding areas at risk from, or adding to, the risk of flooding using 100 year development lifetime climate change constraints. A consequence of this was that Arun was a significantly constrained authority in terms of housing land supply.

The Planning Policy Team Leader then worked through the highlights of the report confirming that there were 22 new sites that had been identified for this year's HELAA. These included sites that had been submitted to the Council as part of the 'Call for Sites' exercise, it did not include commitments. Of these new sites, only 3 had been identified as being deliverable and 3 had been identified as being developable. The remaining 14 sites had been identified as being 'Not Currently Developable' due to suitability; availability and achievability reasons and two sites comprised 1 potential employment site and 1 existing employment site.

The Sub-Committee was being asked to note the HELAA as part of the evidence base for the Local Plan and any future Development Plan Document preparation.

Following some discussion,

The Sub-Committee

RESOLVED

That the Housing and Economic Land Availability Assessment be noted as part of the evidence base for the Local Plan and any future Development Plan Document preparation.

30. AUTHORITY MONITORING REPORT

The Planning Policy Team Leader presented the annual authority monitoring report which had to be published at the end of each year as a requirement under Regulation 34 of the Town and County Planning (Local Planning) (England) Regulations 2012.

This was the Arun Local Planning Authority's Monitoring Report for 2019/20 and it included a range of updates and progress reports which had been summarised in the report. It was explained that further work needed to be undertaken to resolve the Council's inability to demonstrate a 5 year housing land supply and so it was necessary for the Planning Policy Team Leader to undertake further work on this issue to be able to set out the Council's approach to resolving this. It was therefore necessary to bring a further report back to the next meeting of the Sub-Committee in February 2021.

Following questions from Members relating to non-delivery of the 5-year Housing Land Supply and housing targets and responses from Officers, the Sub-Committee

RESOLVED – That

- (1) the Authority Monitoring Report 2019/20 be noted; and
- (2) It be agreed that a further report be made back to this Sub-Committee in the Spring 2021 to set out the Authority's approach to resolving the inability to demonstrate a 5 year housing land supply.

31. COMPLIMENTS OF THE SEASON

As this was the last meeting before Christmas, the Chairman wished Members and Officers the compliments of the season.

(The meeting concluded at 8.47 pm)

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ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB COMMITTEE ON 23 FEBRUARY 2021

SUBJECT: Arun Local Plan Update – Vision and Objectives

REPORT AUTHOR: Kevin Owen – Planning Policy Team Leader
DATE: February 2020
EXTN: x 37853
PORTFOLIO AREA: Planning Policy

EXECUTIVE SUMMARY:

The Council is updating the Arun Local Plan 2018 following a Full Council decision on 15 January 2020. Following a series of 3 member workshops and a Question & Answer Session, a draft Vision & Objectives have been proposed in order to steer work and monitor progress on the plan update. The Vision & Objectives accommodate a range of member views and reflect emerging best practice and national policy. This first step is the early stage of plan preparation. The Council will now engage with all stakeholders and the community on the plan preparation, following which, there will be scope for further alignment with infrastructure, utility and housing providers, businesses and communities in helping to delivering the authority's aspirations through supporting the plan update.

RECOMMENDATIONS:

That the Planning Policy Sub Committee agrees: -

1. That the Vision & Objectives are referred on to Full Council on 17 March 2021 for adoption.

1. BACKGROUND:

- 1.1 In December 2019 the Planning Policy Sub-committee agreed that monitoring the housing delivery performance of the Arun Local Plan 2018 (ALP2018), and reviewing the content of the Plan, justified the need for a review of Policy H SP1 'The Housing Requirement' and that consequently, the ALP2018 should be updated. The background to the decision is set out in the report to Planning Policy Sub-Committee 17 December 2019 (Background Paper 1) . The decision was approved by Full Council 15 January 2020 (Background Paper 2).

- 1.2 The Council updated and adopted its Local Development Scheme in July 2020 and this sets out a timetable for updating the Development Management policies and standards (a key priority having declared a 'Climate Change Emergency' and also set out its environmental and equality priorities) together with Strategic Policies in order to adopt an updated Local Plan by the end of 2023. The current stage of Vision & Objectives setting is therefore, at the start of the process of updating its Local Plan.
- 1.3 In order to formulate the Vision & Objectives, which will help to define the scope of the Local Plan, the Council's aspirations over the plan period and how these will be achieved, the following work was undertaken:-
- Background paper setting out the national and local policy context and examples of best practice for plan making;
 - Video presentation;
 - Member Feedback form;
 - Question & Answer Session 9 December 2020;
 - Workshop 1: 17 December 2020;
 - Workshop 2: 18 January 2021;
 - Workshop 3 (including consolidation of wording): 20 January 2021;
- 1.4 The approach to the workshops was to explore the Member feedback forms, and Q&A discussion and, following a presentation by the Council's appointed consultant; DAC Planning (also working for Planning Advisory Service on best practice for plan making), there was member discussion on the scope for the plan and priorities for the Vision & Objectives.
- 1.5 The proposed Vision & Objectives that Officers consider reflect the general discussions at these workshops is set out in Appendix 1 to this report. It is important to remember that these are over-arching themes and they are not and should not be too specific; that is the purpose of the policies that will be formulated from these objectives and evidence.
- 1.6 The Vision & Objectives will shape the commissioning of work to deliver the plan making programme set out in the adopted Local Development Scheme July 2020. The Vision & Objectives will also aid community engagement as a context for meeting Parish Councils, communities, including business and environmental groups, in the spring through virtual webinars. This process may be used to help align stakeholder strategies and in turn inform the Council's Vision & Objectives where the Vision and Objectives may need refining e.g. to accommodate Sustainability Appraisal scoping.
- 1.7 In formulating the Vision – officers have proposed some editing to ensure that it is concise and effective for community engagement (e.g. through webinars with key stakeholders in the spring) but it does not lose member aspirations, by ensuring that these are covered in the more detailed objectives.

2. PROPOSAL(S):

To agree the proposed Vision & Objectives and for it to be referred to Full Council for approval in order to set the scope and shape the work of the Local Plan update.

3. OPTIONS:

The following options are available to Members:

1. To agree the Vision & Objectives in order progress the Local Plan update and engagement with other stakeholders;
2. Not to agree the Vision & Objectives which would risk delaying the preparation and eventual adoption of an up to date 'sound' Local Plan to guide local decision making.

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x
Other groups/persons (please specify)		x
5. 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

6. IMPLICATIONS:

An updated Local Plan shaped by a Vision & Objectives, will enable the authority to ensure that determination of planning applications is based on local sustainable polices and aspirations.

7. REASON FOR THE DECISION:

The Vision & Objectives are necessary to ensure that the aspirations of the authority are delivered together with a sound up to date and sustainable Local Plan with which to determine planning applications.

8. BACKGROUND PAPERS:

Background Paper 1 - Planning policy Sub-Committee 17 December 2019:

<https://democracy.arun.gov.uk/documents/g671/Printed%20minutes%2017th-Dec-2019%2018.00%20Planning%20Policy%20Sub-Committee.pdf?T=1>

Background Paper 2 - Decision of Full Council 15 January 2020:

<https://democracy.arun.gov.uk/documents/g771/Printed%20minutes%2015th-Jan-2020%2018.00%20Full%20Council.pdf?T=1>

Background Paper 3 - Local Development Scheme July 2020: _

<https://www.arun.gov.uk/local-development-scheme-lds>

Appendix 1 Proposed Vision and Objectives

Vision

By 2036, Arun residents will share in a higher quality of life for all. By living in places safe from flooding and resilient to the impacts of a changing climate, all generations will live securely in the years to come. Arun's people will enjoy more sustainable, inclusive, healthier lives through access to secure local food and energy production; a range of skilled and higher-paying jobs; and modern learning opportunities, Arun will have a greener, regenerated economy focussed in centres.

Objectives

Economy & Infrastructure

Arun will develop a thriving economy, and achieve zero carbon emissions by 2030 by:-

- Ensuring high quality infrastructure and skills provision supports local business growth, especially in the areas of green enterprise and technology and attracts inward investment and quality new employers to increase wealth and earnings;
- Enabling the visitor, culture, leisure and hospitality sectors to regenerate high streets and the towns of Littlehampton and Bognor Regis, the historic attraction of Arundel and the rural economy;
- Supporting high quality education and the prospectus of skills offered by schools, colleges and universities through encouraging collaborative partnerships, research and development campus facilities, leading to innovation and diversification;
- Seeking to retain post graduate skills and the provision of appropriate workspace for start-up businesses;
- Focussing economic investment in locations where high skilled networks can flourish;
- Continue to support and facilitate the delivery of high quality and advanced digital infrastructure.

Sustainable Communities

- Seek to stablish a network of vibrant, "20-minute Neighbourhoods" respecting distinct local character, culture, diversity and heritage, which allow all generations and abilities to engage in healthy/active lifestyles within a 20 minute walk/cycle catchment to work, schools, services, food, leisure and entertainment.

Place making

- New development should deliver the necessary infrastructure to support its needs and to mitigate its impacts and is viable across a range of site sizes, mixes and phases;
- Existing and proposed communities should be protected from flooding and the risk of flooding prevented elsewhere through avoiding development in areas at risk of flooding and through building resilience (e.g. through SUDS and innovative design);
- The Council will insist on high quality design to improve the quality, appearance and use of buildings, streets and communal areas and particularly greening and tree planting;
- That places and spaces are adaptive and resilient to the adverse effects of climate change (e.g. extreme heating, cooling and drought);
- That Arun's heritage is protected and conserved;
- That, through new development, the local identity of existing settlements is protected;
- Require that new buildings are constructed to the highest available energy efficiency standards, and that the construction of new buildings are carbon-neutral. All buildings should be easily adaptable to the changing needs of the people and the planet.

Environment

Arun's rich natural environment, coast, landscapes and rural economy will be protected and enhanced through:-

- Opportunities for allocating land for additional sequestration of carbon (e.g. via tree planting or carbon capture technology) to achieve negative carbon emissions by the end of the plan period at the latest;
- Conservation and protection of outstanding landscapes, coastal gaps, high quality farmland and areas of historic character;
- Delivering effective coastal change management to ensure people, places and natural habitat are protected and do not add to coastal and fluvial flooding;
- Securing opportunities for coastal and fluvial flood alleviation measures to assist with habitat enhancement and water quality standards;
- Protecting and conserving key natural habitats and securing net additional biodiversity gains within developments.

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ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB COMMITTEE ON 23 FEBRUARY 2021

SUBJECT: Arun Local Plan Update – Evidence Base

REPORT AUTHOR: Kevin Owen – Planning Policy Team Leader
DATE: 30 November 2020
EXTN: x 37853
PORTFOLIO AREA: Planning Policy

EXECUTIVE SUMMARY:

This report updates Members on the current and pending evidence studies being progressed to inform the update of the Arun Local Plan 2018 and is for noting.

RECOMMENDATIONS:

1. That the Planning Policy Sub Committee notes the evidence update report.

1. BACKGROUND:

- 1.1 On 15 January 2020 the Council decided to update the adopted Arun Local Plan 2018 (ALP2018). A key step is for the Council to formulate a draft Vision & Objectives which have now been drafted following three member workshops (17 December 2020 and 18 and 20 January 2021). The Vision & Objectives will help to shape the work to be undertaken in order to update the Local Plan and to deliver the authority's aspirations (the draft Vision & Objectives is reported separately on the agenda).
- 1.2 The Council also updated its Local Development Scheme in July 2020. This set the overall plan making timetable and reflects the Council's priorities for urgently updating the Development Management policies in the ALP2018 (e.g. energy efficiency, renewable energy and low carbon, including protection from flooding and mitigation and adaptation to climate change). This work can subsequently be integrated with the need to update Strategic policies rolling forward the plan to 2036 before progressing the plan for examination and adoption.
- 1.3 The current and future programme of work and studies is outlined below:-

2020

- **Active Travel Study (Part 1)** – study commissioned; to engage with stakeholders,

capture and establish the 'active travel' network and the current opportunities and priorities for joining this up;

- **Update to Arun Transport Model** – early engagement; to develop a District-wide model jointly with West Sussex County Council (which meets Highways England validation) with which to inform the Local Plan update, based on the A259 Corridor Study with the road network grossed up to the District and neighbouring authorities (which delivers cost savings);
- **Tourism & Visitor Accommodation** – study brief being formulated; looking at establishing a baseline of visitor and tourism accommodation, leisure attractions and providers, and their future requirements, in order to regenerate the sector in Arun and follows the Council's resolution in September 2020 at the Covid Recovery Working Party. The study will require additional separate budget provision to be made through a request for a Supplementary Estimate to Cabinet on 22 March 2021 - circa £15k.

Spring 2021

- **Strategic Environmental Assessment/ Sustainability Appraisal and Habitats Regulation Assessment (SEA/SA HRA)** - study brief being drafted; to commission early scoping of the Local Plan environmental, social and economic baseline indicators, with which to measure and refine the Local Plan Vision and Objectives and policy development with any necessary mitigation;
- **Climate Change and Sustainable Design Standards** – study brief being drafted; to commission work on energy efficiency performance; water consumption, renewable and low carbon energy supply (including integration of digital infrastructure);
- **Biodiversity Study**– study brief being drafted; to establish and confirm with stakeholders that the baseline habitat assets are up to date against which to formulate updated Local Plan policies to deliver the 'biodiversity net gain' (proposed in the Environment Bill). Following the Full Council Motion in September 2020 (put by Cllr Thurston) the Biodiversity Study evidence work will feed into, and be supported by, a separate Biodiversity Action Plan (BAP) to coordinate the actions of all stakeholders and this BAP will require additional separate budget provision to be made through a request for a Supplementary Estimate to Cabinet on 22 March 2021 - circa £15k;
- **'Placemaking and 20 minute Communities' Study** – study brief being drafted; to commission work on scoping 'place making' and connectivity opportunities (including role of digital infrastructure) within Arun.

Summer/Autumn 2021

- **Housing Economic Development Needs Assessment (HEDNA) Study** – testing the Government's Standard Housing Methodology figure for Arun against the special needs of the population, including affordable housing needs and economic aspirations;
- **Transport Modelling** – scenario testing to allocate infrastructure to support the development strategy and placemaking, through delivery of necessary mitigation schemes;
- **Active Travel Study Part 2** – to identify further linkages that may be needed to join up 'placemaking' based on emerging spatial distribution
- **Strategic Flood Risk Assessment SFRA** – refresh to begin once the Environment Agency work on the peak river and rainfall flood allowances are reflected in PPG.

Spring 2022

- **Retail Study** – setting out the health and vitality of shopping facilities, and the quantity and future need for retail shopping floorspace, based on the growth in the population, capacity, turnover and market share;
- **Landscape Study** – setting out the quality, value and extent of sensitive landscapes in Arun;
- **Green Infrastructure Study** – setting out the baseline green infrastructure network and necessary enhancements, generated by development and need to support ‘place making’;
- **Heritage and Conservation Area studies** – to ensure that the evidence base and any necessary assessments of Conservation Areas is kept up to date;
- **Infrastructure Development Plan** – setting out a programme of necessary supporting community, health and transport infrastructure etc.;
- **Viability Study** – ‘whole Plan’ including ‘affordable housing’ viability.

1.4 The programme above reflects the need to advance work on Development Management policies and standards as this Council’s priority. Subsequent studies are scheduled to provide the strategic policy update (i.e. the scale of housing and employment need, development allocations and opportunities for sustainable ‘place making’ deliverable within the infrastructure and environmental capacity of Arun District).

1.5 The above work programme may be subject to change, which may be necessary arising from Government signalled changes to the planning system, further policy updates and any long term adjustments arising from the impacts of the Covid-19 pandemic. Further updates on plan preparation work and supporting evidence studies will be reported regularly to this Planning Policy Sub-Committee.

2. PROPOSAL(S):

To note the evidence base update report.

3. OPTIONS:

The following options are available to Members:

1. To note the report;
2. Not to note the report.

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x
Other groups/persons (please specify)		x
5. 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

6. IMPLICATIONS:

The commissioning of evidence to support the Local Plan update will help to deliver a 'sound' Local Plan which will aid local decision making and ensure that development is sustainable and meets the Council's aspirations, including securing the steps necessary to address the Climate Change Emergency. The commissioning of evidence has a financial impact on the authority however, this has been budgeted for.

7. REASON FOR THE DECISION:

The evidence update report is to keep members informed on the progress on commissioning work to support the update of the Arun Local Plan 2018.

ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB COMMITTEE ON 23 FEBRUARY 2021

SUBJECT: Interim Housing Statement

REPORT AUTHOR: Kevin Owen – Planning Policy Team Leader
DATE: February 2020
EXTN: x 37853
PORTFOLIO AREA: Planning Policy

EXECUTIVE SUMMARY:

The Council has prepared an Interim Housing Statement because it is unable to demonstrate a 5-year Housing Land supply. The Interim Housing Statement does not introduce new policy. This document merely provides the Council with a mechanism for inviting landowners, developers and promoters to submit planning applications in the right locations at the right scale by providing a high level tick list and RAG rating of existing Development Plan and National Policy Guidance matters, which if they are addressed by applicants, will help speed up decision making. It will operate until a 5-year housing land supply is demonstrated.

RECOMMENDATIONS:

That the Planning Policy Sub Committee agrees: -

1. That the Housing Interim Statement is referred on to Full Council on 17 March 2021 for approval.

1. BACKGROUND:

- 1.1 Arun District Council adopted the Arun Local Plan 2011-2031 (ALP2018) on 18 July 2018. From the time of adoption up until to October 2019 the Council was able to demonstrate a 5-year housing land supply (HLS) through its up to date Local Plan. However, in December 2020 the Council published its' AMR 2019/20 which demonstrated a 3.3-year housing land supply.
- 1.2 Until a 5 year HLS is re-established, the material housing policies of the ALP2018 are deemed 'out of date'. The authority must apply the 'presumption' in favour of positively determining applications, as set out in National Planning Policy Framework 2019 paragraph 11d. However, the NPPF is clear that there are strong caveats to the application of the 'presumption' in that, the starting point for decision

	<p>making remains with the statutory Development Plan for determining applications, along with any material considerations and that the sustainability and quality of proposals must not conflict with the policies within the NPPF as a whole.</p>
1.3	<p>‘Made’ Neighbourhood Development Plans (NDP) are part of the statutory Development Plan. It should be noted that Arun is able to demonstrate a 3.3 year HLS in the latest published Authority Monitoring Report 2019/20. Therefore, where NDP policies are material to decision making on determining planning applications, material NDP housing policies can be relied upon to be robust if they are deemed to be up to date in accordance with the remaining criteria set out in Paragraph 14 of the NPPF 2019. The Housing Interim Statement is therefore focussed towards those Parishes with out of date NDP that are not being updated or have not been prepared.</p>
1.4	<p>This Interim Housing Statement does not seek to alter the statutory and/or non-statutory planning policy framework for decision-making. The Statement sets out how the Council is taking a proactive approach in seeking to boost its supply of housing and reflects the adopted ALP2018 and supporting evidence including the authority’s monitoring of land supply (e.g. HELAA and AMR) and plan implementation. However, it is likely that to boost housing supply sufficiently, sites are proposed outside of the settlement boundaries (Built Up Area Boundary) set out on the Policies map of ALP2018 and within ‘made’ and up to date Neighborhood Development plans. Such proposals will be a departure from policy and will need to be determined on that basis while applying the ‘presumption’ set out in the NPPF.</p>
1.5	<p>The Interim Housing Statement therefore, provides a high level tick list - RAG rating as a mechanism to invite applications, to provide clarity and confidence on the higher level considerations which if addressed will actively speed up the search for sites of an appropriate size, in the right locations, and the necessary supporting evidence on deliverability. The Statement will apply until a 5-year housing land supply is demonstrated or until the Arun Local Plan update is progressed to adoption – whichever is the sooner.</p>
1.6	<p>If the Planning Policy Sub-committee agree the Interim Housing Statement, it should then be referred on Full Council for approval.</p>
<p>2. PROPOSAL(S):</p> <p>To agree the Housing Interim Statement and for it to be referred to Full Council for approval as a mechanism to invite suitable housing site applications which will boost housing land supply. This is necessary in order to re-establish and demonstrate a 5-year housing land supply so that material housing policies of the ALP 2018 are deemed to be up to date for decision making.</p>	
<p>3. OPTIONS:</p> <p>The following options are available to Members:</p> <ol style="list-style-type: none"> 1. To agree the Interim Housing Statement in order to help to re-establish a 5-year housing land so that material Housing policies of the ALP 2018 which have been locally formulated, are deemed to be up to date as a sustainable basis for local decision making; 	

2. Not to agree the Interim Housing Statement and apply the 'presumption' (paragraph 11 d. of the NPPF 2019) to decision making.		
4. CONSULTATION:		
Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x
Other groups/persons (please specify)		x
5. 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
6. IMPLICATIONS:		
The Interim Housing Statement is necessary to help boost housing land supply and will help to protect the housing policies of the ALP2018 as a basis for sustainable decision making when a 5-year housing land supply can be demonstrated.		
7. REASON FOR THE DECISION:		
To re-establish a 5-year housing land supply in order for the local Housing Policies of the ALP 2018 to be deemed to be up to date for decision making.		
8. BACKGROUND PAPERS:		
<ul style="list-style-type: none"> Draft Interim Housing Statement [place on the Council's web site via]:- https://www.arun.gov.uk/housing-planning-policy 		

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EQUALITY IMPACT ASSESSMENT

Name of activity:	Interim Housing Statement	Date Completed:	09/02/21
Directorate / Division responsible for activity:	Place, Planning Policy & Conservation	Lead Officer:	Kevin Owen
Existing Activity		New / Proposed Activity	✓
		Changing / Updated Activity	

What are the aims / main purposes of the activity?

To provide a tick list tool providing clarity to applicants on the existing national and local planning policy considerations, which if addressed, will actively speed up the search for sites of an appropriate size, in the right locations, including necessary supporting evidence on deliverability. The Statement will apply until a 5-year housing land supply is demonstrated or until the Arun Local Plan update is progressed to adoption – whichever is the sooner

What are the main actions and processes involved?

Review of national and local policy to provide a high level set of policy considerations in a table format

Who is intended to benefit & who are the main stakeholders?

The population and communities within Arun including those with special and affordable housing needs.

Have you already consulted on / researched the activity?

The activity is not formulating new policy but is a tool to collate existing national and local policy considerations in an easily legible table as a checklist that applicants can use.

Impact on people with a protected characteristic (What is the potential impact of the activity? Are the impacts high, medium or low?)

Protected characteristics / groups	Is there an impact (Yes / No)	If Yes, what is it and identify whether it is positive or negative
Age (older / younger people,	Yes	Allows households to form for all types of household and opportunity to live in separate in suitable sized accommodation.

children)		
Disability (people with physical / sensory impairment or mental disability)	Yes	Allows households to form for all types of household and opportunity to live in separate in suitable sized accommodation – including compliance with the Councils and national accessibility and disability standards.
Gender reassignment (the process of transitioning from one gender to another.)	No	
Marriage & civil partnership (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognized for same-sex couples)	Yes	Allows households to form for all types of household and opportunity to live in separate in suitable sized accommodation.
Pregnancy & maternity (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	
Race (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	Yes	Allows all types of household to form, from all backgrounds and ethnic groups and provides opportunity to live in separate in suitable sized accommodation including opportunities for travelling households to choose to live in settled bricks and mortar if needed.
Religion & belief (religious faith or other group with a recognised belief system)	No	
Sex (male / female)	Yes	Allows households to form for all types of household and opportunity to live in separate and suitable sized accommodation.
Sexual orientation (lesbian, gay, bisexual, heterosexual)	Yes	Allows households to form for all types of household and opportunity to live in separate and suitable sized accommodation.
Whilst Socio economic disadvantage that people may face is not a protected characteristic; the potential impact on this group should	Yes	Allows households to form for all types of household and opportunity to live in separate and suitable sized accommodation.

be also considered		
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What evidence has been used to assess the likely impacts?
Arun Local Plan 2018 e.g. Housing Needs Assessment 2016 https://www.arun.gov.uk/download.cfm?doc=docm93jjm4n10221.pdf&ver=10142 and other special needs housing e.g. G&TAA: https://www.arun.gov.uk/gypsies-and-travellers-planning-policy

Decision following initial assessment			
Continue with existing or introduce new / planned activity	Yes	Amend activity based on identified actions	No

Action Plan			
Impact identified	Action required	Lead Officer	Deadline

Monitoring & Review	
Date of last review or Impact Assessment:	N/A
Date of next 12 month review:	Spring 2022
Date of next 3 year Impact Assessment (from the date of this EIA):	NA

Date EIA completed:	09/02/21
Signed by Person Completing:	Kevin Owen

ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB COMMITTEE ON 23 FEBRUARY 2021

SUBJECT: Walberton Village and Walberton Village Green Conservation Area Character Appraisals
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REPORT AUTHOR:	Martyn White – Principal Conservation Officer
DATE:	February 2021
EXTN:	x 37717
PORTFOLIO AREA:	Planning Policy and Conservation

EXECUTIVE SUMMARY:

Arun District Council has 29 Conservation Areas within its Local Planning Authority Area (LPAA). In order to be able to fully preserve and enhance its Conservation Areas, the Council will prepare individual Conservation Area Character Appraisals. These appraisals define what is special, and therefore worthy of protection, as well as what detracts and could be enhanced. They also review the existing boundaries of the Conservation Areas and recommend where there is potential for them to be amended. Appraisals assist the determination of planning applications, but also form part of an appropriate heritage evidence base in the preparation or review of a Local Plan.

Two separate Conservation Area Character Appraisals have been prepared for the 'Walberton Village' and 'Walberton Green' Conservation Areas, and this report seeks agreement to publish them for public consultation.

RECOMMENDATIONS:

It is recommended that: -

1. The Planning Policy Sub-Committee agrees that the Walberton Village and Walberton Green Conservation Area Character Appraisals are published for a six-week period of consultation.
2. The Cabinet Member for Planning in consultation with the Chairman of the Planning Policy Sub-Committee and the Group Head of Planning, be given delegated authority to agree minor editorial changes prior to publication.

1. BACKGROUND:

- 1.1 Conservation Areas were introduced through the Civic Amenities Act of 1967. A Conservation Area is an “area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance”.
- 1.2 The current Act governing the designation and protection of conservation areas is the Planning (Listed Buildings and Conservation Areas Act) 1990. The Act requires local planning authorities to:
- Keep its Conservation Areas under review;
 - Prepare policies and proposals for the preservation and enhancement of the character or appearance of its Conservation Areas; and
 - Pay special attention to the desirability of preserving or enhancing the character or appearance of the Conservation Area in exercising its planning function.
- 1.3 The NPPF advises that Local Planning Authorities should ensure that an area justifies such status because of its special architectural or historic interest.
- 1.4 Arun District Local Planning Authority Area currently has 29 Conservation Areas.

Arun Conservation Area Management

- 1.5 To better manage its Conservation Areas, and meet its duty under the Act, the Council has identified a management framework consisting of:
- District wide Conservation Areas management plan (2014)
 - Preparation of individual Conservation Area Character Appraisals
 - Preparation of individual management plans, if required
 - Identification of further Conservation Areas

Conservation Area Character Appraisals

- 1.6 In order to fully protect a Conservation Area, the local planning authority should demonstrate a clear and concise understanding of what makes its Conservation Areas special. This derives from an assessment of those elements that contribute or detract from it. This assessment is known as a Conservation Area Character Appraisal.
- 1.7 Conservation Area Character Appraisals should:
- Define what it is about the character or appearance of the area which should be preserved or enhanced;
 - Make a clear assessment of the area's negative features, and identify areas for enhancement;
 - Carry out a review of the boundary – to assess if the boundary should be increased or reduced;
 - Assess the need for any additional planning controls to restrict permitted

- development;
- Improve the communities understanding of the area.

- 1.8 Conservation Area Character Appraisals identify the distinctive character of the most important parts of the district, they link with an objective of the Local Plan which is to “protect and enhance Arun’s outstanding landscape, countryside, coastline, historic, built and archaeological environment, as well as the setting of the South Downs National Park, thereby reinforcing local character and identity”.

The Walberton Village and Walberton Green Conservation Area Character Appraisal

- 1.9 The Walberton Village and Walberton Green Conservation Area Character Appraisals are being prepared as part of a rolling programme of work for the existing Conservation Areas. Further appraisals will be presented to this committee for consultation and subsequent approval.

Key findings of the Appraisal

Walberton Green Conservation Area

- 1.10 Walberton Green is a semi-rural area located on the edge of the village (being a reminder of the fact that it was once separate from the main part of the village). The green is an important element of the area with development fronting on to it, whilst also providing an important recreation facility for the community.
- 1.11 Other key points to note about the Conservation Area include:
- Historic features such as the memorial arch and the fingerpost are important streetscape features
 - Low density development fronts onto the green
 - There are a number of historic properties, especially Barrack Row
 - Properties are small scale, two storeys
 - The area has a rural character as identified by the density scale and appearance of the properties, and lack of sub-urban elements such as street lighting and excessive amounts of paving etc.

Walberton Village Conservation Area

- 1.12 It is considered that the special character and significance of the Walberton Village Conservation Area is derived from the following: and it is this character which must be preserved and enhanced:
- The linear form and layout of the village along historic routes
 - Development fronting on to the street
 - The fine collection of listed buildings
 - The use of traditional building materials, creating a uniformity of place
 - The survival of original architectural details and decorative features
 - Small scale, domestic nature of the properties
 - The extensive uses of traditional boundary treatments including stone walls,

<p>which contribute to the village's rural character, reinforce the linear form, and interlink the buildings and spaces</p> <ul style="list-style-type: none"> The mix of uses including residential, retail, office and a public house. 																													
<p>Public Consultation</p> <p>1.13 It is proposed to consult with the residents of the Conservation Area to seek local opinions, expertise, and knowledge. This will involve a six-week period of public consultation. Once the consultation period has finished, all of the comments received shall be summarised and reported back to members, along with a revised appraisal for adoption. Following adoption, the document will be a "material consideration" in deciding planning applications and other consents.</p>																													
<p>2. PROPOSAL(S):</p> <p>To approve the draft Walberton Village and Walberton Green Conservation Area Character Appraisals for a period of public consultation.</p>																													
<p>3. OPTIONS:</p> <p>The following options are available to Members:</p> <ol style="list-style-type: none"> To agree the two Conservation Area Character appraisals for public consultation, or Not agree the two Conservation Area Character Appraisals for public consultation. 																													
<p>4. CONSULTATION:</p> <table border="1"> <thead> <tr> <th>Has consultation been undertaken with:</th> <th>YES</th> <th>NO</th> </tr> </thead> <tbody> <tr> <td>Relevant Town/Parish Council</td> <td>x</td> <td>x</td> </tr> <tr> <td>Relevant District Ward Councillors</td> <td></td> <td>x</td> </tr> <tr> <td>Other groups/persons (please specify)</td> <td></td> <td>x</td> </tr> </tbody> </table>			Has consultation been undertaken with:	YES	NO	Relevant Town/Parish Council	x	x	Relevant District Ward Councillors		x	Other groups/persons (please specify)		x															
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Asset Management/Property/Land		x																											
Technology		x																											
Other (please explain)		x																											
<p>6. IMPLICATIONS:</p> <p>FINANCIAL: The main cost arising from these proposals is the cost of officer time. There</p>																													

are no other significant financial implications.

LEGAL: The Council is placed under a statutory duty by the Planning (Listed Buildings and Conservation Areas) Act 1990 to undertake periodic reviews of Conservation Areas.

7. REASON FOR THE DECISION:

To enable the draft appraisals to be published for public consultation so that all interested parties may review the contents and provide any comments that they may like to make before they are adopted. Up to date evidence supporting the Conservation Areas will help with developing policies for the local plan update and in the determination of planning applications in a way that protects and conserves heritage.

8. BACKGROUND PAPERS:

- Draft Walberton Village and Draft Walberton Green Conservation Area Character Appraisals: [the draft reports can be viewed here](#)
- Conservation Areas Supplementary Planning Guidance Note (SPG); this SPG contains an existing description for the two conservation areas <https://www.arun.gov.uk/download.cfm?doc=docm93jjm4n1722.pdf&ver=1371>

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EQUALITY IMPACT ASSESSMENT

Name of activity:	Walberton Village and Walberton Village Green Conservation Area Character Appraisals	Date Completed:	07/01/21
Directorate / Division responsible for activity:	Place, Planning Policy & Conservation	Lead Officer:	Martyn White
Existing Activity		New / Proposed Activity	✓
		Changing / Updated Activity	

What are the aims / main purposes of the activity?

Identify the main characteristics of a conservation area so that they can help inform agents and property owners when preparing planning applications and listed building consent proposals. They will also be used by DC officers when determining applications, and interested members of the local community.

What are the main actions and processes involved?

Site assessment, document preparation consultation and adoption as a material planning consideration in the application process.

Who is intended to benefit & who are the main stakeholders?

Planning agents, Developers, architects, property owners, anyone interested in the historic environment.

Have you already consulted on / researched the activity?

Informal consultation with the parish council and the Conservation Area Advisory Committee

Impact on people with a protected characteristic (What is the potential impact of the activity? Are the impacts high, medium or low?)

Protected characteristics / groups	Is there an impact (Yes / No)	If Yes, what is it and identify whether it is positive or negative
Age (older / younger people,	No	

children)		
Disability (people with physical / sensory impairment or mental disability)	No	
Gender reassignment (the process of transitioning from one gender to another.)	No	
Marriage & civil partnership (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognized for same-sex couples)	No	
Pregnancy & maternity (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	
Race (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	No	
Religion & belief (religious faith or other group with a recognised belief system)	No	
Sex (male / female)	No	
Sexual orientation (lesbian, gay, bisexual, heterosexual)	No	
Whilst Socio economic disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	No	

What evidence has been used to assess the likely impacts?	
Site assessment, historic research, opinions and advice from local groups	

Decision following initial assessment			
Continue with existing or introduce new / planned activity	Yes	Amend activity based on identified actions	No

Action Plan			
Impact identified	Action required	Lead Officer	Deadline

Monitoring & Review	
Date of last review or Impact Assessment:	N/A
Date of next 12 month review:	Spring 2022
Date of next 3 year Impact Assessment (from the date of this EIA):	NA

Date EIA completed:	07/01/21
Signed by Person Completing:	Martyn White

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ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB COMMITTEE ON 23 FEBRUARY 2021

SUBJECT: Worthing Local Plan and Crawley Local Plan Regulation 19 Pre - Submission Consultations

REPORT AUTHOR: Kevin Owen – Planning Policy Team Leader
DATE: 30 November 2020
EXTN: x 37853
PORTFOLIO AREA: Planning Policy

EXECUTIVE SUMMARY:

This report advises Members on Worthing Borough Council's and Crawley Borough Council's 'Pre-submission' Local Plan (Regulation 19) public consultations. The respective plans propose strategies, site allocations and policies to deliver housing and development needs over their plan periods but with a significant residual unmet housing need in each case. At this stage each plan is considered ready for submission and comments are restricted to legal or 'soundness' issues. The response urges the two authorities respectively, to secure Statements of Common Ground with Arun to clarify and address the cross boundary implications of the levels unmet housing need.

RECOMMENDATIONS:

That the Planning Policy Sub Committee agrees: -

1. That its outstanding objection to the Worthing Local Plan is resolved, however, Worthing Borough Council is urged to pause its plan timetable in order to progress Statement of Common Ground and joint working with neighbouring authorities within its Housing Market Area, in order to address the significant level of unmet housing need; and
2. That Arun is satisfied with the approach to the Crawley publication (Regulation 19) Local Plan and the 'Duty to Cooperate', however, the authority is urged to secure a Statement of Common Ground with Arun in order to clarify its approach to securing unmet need within the North Sussex HMA before submitting its plan.

1. BACKGROUND:

- 1.1 In December 2018 the Local Plan Sub-committee objected to the Worthing Borough's draft Local Plan (Regulation 18) covering the period 2016-2033. The objection concerned; a significant unmet need against Worthing's housing requirement; incomplete evidence; including insufficient progress under the 'Duty to Cooperate' to address the residual housing need. This must be resolved through securing

Statements of Common Ground with neighbouring authorities within Worthing's shared Sussex Coast Housing Market Area (HMA) which includes; Arun; Adur; Worthing; Brighton & Hove; Chichester; and Lewes Councils (Background Paper 1).

- 1.2 In February 2020 Planning Policy Sub-committee also considered and responded to the Crawley Borough Pre-submission Local Plan (Regulation 19) which similarly, identified a residual unmet need against Crawley's housing requirement. Crawley had written to authorities both within, and outside its HMA for assistance. Arun is not within the North West Sussex HMA and not therefore, objecting to the draft plan. Nevertheless, Planning Policy Sub-Committee urged Crawley to publish Statements of Common Ground with its HMA neighbours (e.g. Horsham and Mid Sussex and to a lesser degree Riegate and Bansted Councils) which secure the necessary provision (as indicated in its plan approach) in order to meet its unmet housing requirement within the HMA (Background Paper 3). In addition, Crawley was urged to agree an SCG with Arun to clarify this approach.

Worthing Local Plan

- 1.3 The 'Pre-submission Worthing Local Plan now covers the amended period 2020 to 2036 and has been put to consultation for eight weeks (26 January to 23 March 2021). The plan (Background paper 2) proposes to deliver a 'capacity' based provision of 3,672 dwellings (230 dwelling per annum to 2036). This is a higher rate than previous adopted plan targets but will fall significantly short (-10,488 dwellings) of the housing need identified (14,160 dwellings) representing 26% of the requirement using the Government's Standard Housing Methodology. The plan aims to deliver this by maximising recycling of brownfield land (on eleven sites) and via sustainable urban extensions on four mainly greenfield sites. Three of these sites are located to the west of the built up area boundary within the District located at; Titnore Way Caravan Club; Fulbeck Avenue; and Titnore Lane - all close to but avoiding the Goring - Ferring or Chatsmore Farm 'Local Green Gaps' between settlements. The plan justifies the approach based on evidenced on landscape sensitivity of these locations and the need to prevent coalescence with Ferring. The only other available greenfield site - Brooklands Park open space, lies to the east of the district, but this location is similarly, not allocated for development in order to maintain settlement separation.
- 1.4 Since making the original objection, officers from both authorities have undertaken several 'Duty to Cooperate' meetings to overcome the objection including through progressing the plan's supporting evidence base, and approach. In summary:-
- Worthing Council declared a Climate Emergency and consequently formulated a stronger vision and objectives;
 - The plan period is adjusted to a timescale which reflects updated evidence and may aid plan alignment across the housing market area and sub region;
 - A more positive approach to development to meet shortfalls has been undertaken (e.g. allocating two sensitive Omission sites) and using densification and mix assumptions (35 dwellings per ha on edge of town locations and in excess of 100 dph in town and district centers) on sites appropriate to accessible locations and the character of the area;

- Implementing pro-active measures to bring sites forward in advance of Plan adoption;
- Further policy alignment to comply with changes to national policy (NPPF 2019 revisions);
- Worthing is seeking to secure progress under the Local Strategic Statement 3 in order to resolve the significant shortfall in housing supply through strategic planning.

- 1.5 Worthing last entered into a Statment Common Ground (SCG) with Arun September 2017 but anticipated drafting a revised SCG before consulting on it's Pre-submission plan. However, shortly before Pre-submission, Worthing indicated that this work would now progress following consultation, to allow scrutiny of its supporting evidence base. Even higher density than proposed is unlikely to make a significant inroad against this level of unmet need, even if it could be be viably delivered through 'design led' approach which appears to have been exhausted. The greenfield options are limited and now allocated. The only remaining alternatives are the sensitive green gaps but the evidence on landscape sensitivity and need to safeguard settlements from coalescence between Worthing and its hinterland, will inevitably push the residual need towards development on Arun's environment (including elsewhere within the HMA) which similarly, has sensitive policy protection and now the risk that these will come under increasing pressure. This would point to the need for an objective joint evidence study to treat each authority the same if hard decisions are eventually needed.
- 1.6 It is apparent that Worthing have progressed further work to address Arun's objection at Regulation 18 but that the land capacity is nevertheless, significantly constrained. Inevitably therefore, there remains a significant level of unmet need. Worthing have written to Arun seeking assistance. Further, the Local Strategic Statement 3 process (steered by the West Sussex and Greater Brighton Strategic Planning Board) continues to falter and is unlikely to provide strategic solutions in the short term.
- 1.7 The 'Duty to Cooperate' process requires that the difficult decisions for accommodating full housing, development and infrastructure requirements (which includes any unmet housing need), should be determined as far as possible within plan preparation, or with clear outcomes secured through the 'Duty to Cooperate'. While the grounds for Arun's objection have largely been addressed, Arun remains concerned that national policy requirement described risks 'soundness' issues with the Worthing plan and therefore, urges that Worthing should pause its plan preparation and secure solutions to its unmet need before submitting the plan for examination.
- 1.8 The progress made by Crawley Borough in this regard, set out below – offers a model approach whereby earlier joint working and studies commissioned for unmet needs identified in support of it's adopted plan, are secured within neighbouring local plans (e.g. Mid Sussex) and evidenced through SCG or Memoranda of Understanding (MoU). This approach is continuing with the Pre-submission plan now being consulted on.

- 1.9 This is Crawleys' second consultation on the Regulation 19 Pre-submission Crawley Local Plan which runs from 6 January and has been extended to 31 March 2021. Crawley's plan (Background paper 4) approach focusses on efficient use of land and 'densification' in the town centre (200 dph) and at accessible locations (60 – 200 dpa) where compatible with local context. The approach meets 44% of its requirement within its administrative boundary. The remaining 60% (i.e. 6,680 dwellings) is to be accommodate through urban extensions to Crawley and contributions within local plans progressing within the North West Sussex HMA (Background paper 5) and via a joint North West Sussex authorities SCG. It is anticipated that the remaining unmet need will be accommodated in the wider North Sussex HMA - including via urban extensions to Crawley, assisted by further neighbouring plan reviews – e.g. Homes England and Horsham District are exploring a potential urban extension of 10,000 dwellings to Crawley which will form three neighbourhoods (e.g. West of Ifield) including options over the longer term.
- 1.10 Crawley have not actioned a SCG yet with Arun to clarify their approach and the authority is therefore, urged to progress a SCG with Arun before their plan is submitted for examination.

Proposed Response

- 1.11 Arun considers that its outstanding objection prior to the Worthing Pre-submission plan is resolved. However, Arun is concerned about the high level of unmet need that has not been clearly dealt with within the plan or via the 'Duty to Cooperate' through SCG on how any unmet need is to be addressed or apportionment within the HMA. This is a significant risk to the plan's progress. It is acknowledged that Worthing has signaled an intent to secure SCG to address the unmet need, including under the LSS3 process but the latter is significantly stalled. Any SCG with Worthing's HMA neighbours following Pre-submission consultation is even less likely to identify solutions before the plan is submitted for examination, without a significant pause. Worthing is therefore, urged to pause its timetable, sufficiently for this engagement to take place. It is the view of this authority, that Worthing and its neighbours within the HMA should undertake joint working and an evidence study on the 'objective' development options available to accommodate the high level of unmet need and its apportionment across the HMA.
- 1.12 Arun is satisfied with the approach to Crawley's Pre-submission plan and 'Duty to Cooperate'. However, the authority is urged to secure an SCG with Arun in order to clarify its approach to securing unmet need, within the North Sussex HMA, before submitting its plan.

2. PROPOSAL(S):

To agree the proposed responses to the Worthing Local Plan and Crawley Local Plan Regulation 19 Pre - submission Consultations.

3. OPTIONS:

The following options are available to Members:

1. To agree the report to ensure that effective local plans are examined and put in place which can clearly address unmet housing need sustainably, close to where it arises supported through appropriate infrastructure provision, under the 'Duty to Cooperate';
2. or not to agree the report and the risk that unmet housing need in the Sussex South HMA and the North Sussex HMA is not resolved which could have potential implications for Arun District Council under the 'Duty to Cooperate'.

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x
Other groups/persons (please specify)		x

5. 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

6. IMPLICATIONS:

The authority is required under the legal 'Duty to Cooperate' to engage constructively and on an ongoing basis with its neighbouring authorities to ensure that respective plan preparation is 'sound' and delivers sustainable development including on resolving unmet need and cross boundary matters. The need for joint working and studies has cost implications – however, this has been budgeted for.

7. REASON FOR THE DECISION:

To ensure that Arun is fulfilling its obligations under the Duty to Cooperate'.

8. BACKGROUND PAPERS:

Background Paper 1: Local Plan Sub-Committee 5 December 2018 - Response and Objection to the Worthing Local Plan:-

<https://democracy.arun.gov.uk/Data/Planning%20Policy%20Sub-Committee/20181205/Agenda/Minutes.pdf>

Background Paper 2: Worthing Pre-submission Local Plan:-

<https://www.adur-worthing.gov.uk/media/Media,159076,smxx.pdf>

Background Paper 3: Planning Policy Sub Committee 25 February 2020 – Response to the Crawley Local Plan:-

<https://democracy.arun.gov.uk/documents/g672/Printed%20minutes%2025th-Feb-2020%2018.00%20Planning%20Policy%20Sub-Committee.pdf?T=1>

Background Paper 4: Crawley Pre-submission Local Plan:-

<https://crawley.gov.uk/sites/default/files/2021-01/Submission%20Draft%20Local%20Plan%20January%202021.pdf>

Background Paper 5: Crawley Topic Paper 1: Unmet Needs and Duty to Cooperate

https://crawley.gov.uk/sites/default/files/2021-01/Topic_Paper_1_Unmet_needs_and_DtC.pdf

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