

**Planning and Development Policy Development Advisory Group**  
**16 JANUARY 2019**

Present: Councillors: Claire Vickers (Chairman), Toni Bradnum, Karen Burgess, Paul Clarke, Liz Kitchen, Paul Marshall, Christian Mitchell and Kate Rowbottom

Apologies: Councillors: Brian O'Connell

Absent: Councillors: Godfrey Newman and Michael Willett

Also Present: Councillors Nigel Jupp and Lynn Lambert

19 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 8 November were received.

20 **PROGRESS OF KEY STRATEGIC SITES ALLOCATED IN THE HDPF 2015**

The Director of Place gave a presentation on progress towards delivering the three key strategic sites allocated in the Horsham District Planning Framework, which had been adopted in 2015.

The presentation outlined the key issues, how the developments were progressing, and next steps. The Director confirmed that: pre-commencement work on north of Horsham was ongoing, with the first units scheduled for completion during 2021/22; the first two phases of Billingshurst were under construction; and at Southwater two phases were largely completed and occupied with the third phase under construction.

The Group were also updated on the development at Kilnwood Vale, which was currently under construction, and on the site east of Billingshurst, which was now progressing well after a slow start.

The presentation also included an update on the Novartis site. An application had recently been submitted by WSCC and there would be a briefing for all Members from WSCC on 22 January. In response to a question about the deadline for comments on the application, the Head of Development confirmed that any consultation responses or comments received after the 21 day consultation deadline would be taken into consideration by officers, up until the decision is made.

The Group noted the progress and were advised that discussions on the location of a new railway station (or stations) for land north of Horsham and Kilnwood Vale were taking place with Network Rail, Southern, Crawley Borough Council and the developers.

The Cabinet Member asked the Group how regularly they would like to be updated and the Group agreed that an update on delivery progress should be submitted to every PDAG.

21 **LOCAL PLAN REVIEW**

Members were reminded that the Local Plan Review was being prepared to replace the adopted HDPF, and would set out the Council's planning strategy, policies and proposals up to 2036.

The Interim Head of Strategic Planning gave a presentation updating the Group on various work streams and the broader programme of work being undertaken to inform the Local Plan Review over the next 18 months. The draft plan was scheduled to be presented to the PDAG in September 2019 before being published for consultation.

The Interim Head of Strategic Planning also advised the Group of the draft duty to co-operate programme, which would be taking place to inform preparation of the Local Plan Review. The programme included discussions with relevant local authorities, statutory bodies and existing duty to co-operate groups. Meetings had already taken place with some neighbouring local authorities, focussing on projected housing figures. The Group were advised that once the duty to co-operate discussions had taken place, the Council would need to publish a Statement of Common Ground, which set out what had been agreed between the Council and each of the duty to co-operate bodies.

In response to Members' concerns regarding health care provision, the Cabinet Member confirmed that the Director of Place and the Director of Community Services would be meeting with the Executive Board of the Clinical Commissioning Group (CCG). She also confirmed that the Cabinet Member for Community & Wellbeing was also working to ensure sufficient and appropriately located provision.

The Group considered the timetable and scope of reports to be submitted to the PDAG during the review process and were satisfied that this would keep them informed of progress.

22 **WEST SUSSEX COUNTY COUNCIL REVISED CAR PARKING STANDARDS**

The Head of Development gave a presentation on West Sussex County Council's proposed changes to parking standards, which are scheduled for formal adoption by WSCC in March 2019. The presentation included details of current WSCC parking standards, which had not been reviewed for a number of years. Examples were used to compare the current standards with the proposed changes. The proposed new standards have been developed through evidence based research and include revised standards for residential parking and a new parking provision calculator. The revised approach is intended to be easier to use and interpret for both developers and local authorities.

The Group noted that WSCC had still to complete internal consultations and therefore the detailed reports of the proposals were not yet available. The Group discussed the relationship between good design and the quantum of parking.

The Cabinet Member sought the view of the Group who agreed with the recommendation that, subject to HDC reviewing the final WSCC document, HDC should produce a Parking Design Guidance document for developers, to be read alongside HDC using the revised WSCC standards.

23 **FORWARD PLAN EXTRACT FOR THE PLANNING AND DEVELOPMENT PORTFOLIO**

The item on the Forward Plan for the Planning & Development portfolio was noted.

*The meeting closed at 11.30 am having commenced at 10.00 am*

CHAIRMAN