



Email: committeeservices@horsham.gov.uk
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Planning and Development Policy Development Advisory Group

Monday, 13th January, 2020 at 10.00 am

Wallis Room, Parkside, Chart Way, Horsham

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend to observe the proceedings, seating for which will be provided, subject to providing advance (by noon of the day of the meeting) written notification to the Chairman of the meeting and committeeservices@horsham.gov.uk

Councillors: Claire Vickers (Chairman)

Alan Britten
Karen Burgess
Brian Donnelly
Nigel Jupp
Liz Kitchen

Lynn Lambert
Tim Lloyd
Godfrey Newman
Louise Potter
Diana van der Klugt

You are summoned to the meeting to transact the following business

Glen Chipp
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting	3 - 4
To receive the notes of the meeting held on 11 November 2019	
3. Regular update on progress of key Strategic Sites allocated in the HDPF	
To update the Group on progress in delivering the key Strategic Sites allocated in the adopted Horsham District Planning Framework (ie Novartis, North of Horsham, East of Billingshurst and at Southwater)	
4. Horsham District Local Plan Review update	
To update the Group on the progress of the Local Plan Review Proposed Strategy and to discuss the proposed consultation programme	

5. **Forward Plan Extract for the Planning and Development Portfolio**

5 - 8

To note the Forward Plan extract for the Planning and Development Portfolio

Planning and Development Policy Development Advisory Group
11 NOVEMBER 2019

- Present: Councillors: Claire Vickers (Chairman), Karen Burgess, Brian Donnelly, Nigel Jupp, Liz Kitchen, Lynn Lambert, Louise Potter and Diana van der Klugt
- Apologies: Councillors: Tim Lloyd and Godfrey Newman
- Absent: Councillors: Alan Britten
- Also Present: Councillor Michael Croker

21 **NOTES OF PREVIOUS MEETING**

The notes of the previous meetings held on 30 September and 14 October were received.

22 **REGULAR UPDATE ON PROGRESS OF KEY STRATEGIC SITES ALLOCATED IN THE HDPF**

The Director of Planning advised that there were no significant updates on the strategic sites since the last PDAG.

23 **CIL GOVERNANCE ARRANGEMENTS**

The Director of Place advised the Group that following adoption of the Community Infrastructure Levy (CIL), it was appropriate for the Council to establish governance arrangements to help prioritise how the money that is collected will be spent.

At the current time, only a small number of other local authorities have established CIL governance arrangements. However, officers have liaised with those authorities in order to establish a process that had proven successful elsewhere.

The Group noted the proposed arrangements, which would include a team of officers to analyse the Infrastructure Delivery Plan using a set of criteria to score infrastructure projects. Decisions would be delegated to the Director of Place, in consultation with a group of Councillors.

The Group were broadly supportive of the proposal. In response to comments from the Group, the Cabinet Member agreed to look into including relevant Local Members as part of the consultation process.

24 **HORSHAM DISTRICT LOCAL PLAN REVIEW UPDATE**

The Strategic Planning & Sustainability Policy Team Leader gave a presentation updating the group on the evidence base work that ongoing to inform the revised Local Plan. This includes work on the Strategic Housing Market Assessment (SHMA) to help understand the numbers and types of housing required, including affordable housing and specialist homes for older people. In addition, an Economic Growth Assessment will establish whether the Council has sufficient land for office, manufacturing and warehouse use.

The Head of Strategic Planning briefed the Group on the outline structure and timetable of the Local Plan Review. The Cabinet Member reminded the Group that the public consultation on this first stage of the review that would take place in February / March 2020.

25 **FORWARD PLAN**

The extract from the Forward Plan was noted.

The meeting closed at 11.26 am having commenced at 10.00 am

CHAIRMAN

FORWARD PLAN – PLANNING & DEVELOPMENT PORTFOLIO

This notice sets out details of key decisions that the Cabinet or a Cabinet Member intend to make, and gives 28 days' notice of the decision under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The notice also includes details of other decisions the Council intends to make.

The reports and any background documents that have been used to inform the decisions will be available on the Council's website (www.horsham.gov.uk) or by contacting Committee Services at the Council Offices.

Whilst the majority of the Council's business will be open to the public, there will be occasions when the business to be considered contains confidential, commercially sensitive or personal information. This is formal notice under the 2012 Regulations that part or all of the reports on the decisions referred to in the schedule may be private because they contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and the public interest in withholding the information outweighs the public interest in disclosing it.

If you wish to make representations about why part or all of the papers should be open to the public, please contact Committee Services at least 10 working days before the date on which the decision is to be taken.

If you wish to make representations to the Cabinet or Cabinet Member about the proposed decisions, please contact Committee Services to make your request.

Please note that the decision date given in this notice may be subject to change.

To contact Committee Services:

E-mail: : committeeservices@horsham.gov.uk

Tel: 01403 215123

Published on 01 January 2020

What is a Key Decision?

A key decision is an executive decision which, is likely –

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

	Subject/Decision	Decision Taker	Date(s) of decision	Is all or part of this item likely to be dealt with in private	Contact Officer Cabinet Member (NB include name, title and email address)
8.	Horsham District Local Plan Preferred Strategy	Cabinet	23 Jan 2020	Open	Barbara Childs, Director of Place barbara.childs@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Claire Vickers)

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