



Email: committeeservices@horsham.gov.uk
Direct line: 01403 215465

Extraordinary Council

Wednesday, 28th July, 2021 at 6.00 pm
Park Suite, Parkside, Chart Way, Horsham

To: All Members of the Council

(Please note that prayers will be taken by The Reverend Canon Lisa Barnett of St Mary's, Horsham before the meeting commences)

You are summoned to the meeting to transact the following business

Glen Chipp
Chief Executive

Agenda

Page No.

GUIDANCE ON COUNCIL PROCEDURE

1. **Apologies for absence**

2. **Declarations of Members' Interests**

To receive any declarations of interest from Members

3. **Announcements**

To receive any announcements from the Chairman of the Council, the Leader, Members of the Cabinet or the Chief Executive

4. **Questions from the Public**

To receive questions from the public under Rules 4a.2(f) and 4a.8-18

A maximum time of 30 minutes will be allowed in the meeting to receive oral questions and answers (instead of the 15 minutes allocated under Rule 4a.8.3).

In the event that more than ten questions are received by the deadline (no later than 12.00 noon on Friday 23 July), written answers will be provided at the meeting for those that cannot receive an oral answer.

In the interests of transparency and fairness, if similar questions that require the same answer are submitted within the first ten received, the first one submitted will receive an oral reply.

5. **Horsham District Local Plan 2021 - 2038: Regulation 19 Consultation**

5 - 6

To receive the recommendation from the meeting of Cabinet held on 15 June 2021 and, if approved, adopt the recommendations therein

The report of the Cabinet Member for Planning & Development and appendices are available online at: [Agenda Item 5](#)

6. **Urgent Business**

To consider matters certified by the Chairman as urgent

GUIDANCE ON EXTRAORDINARY COUNCIL PROCEDURE

(Full details in Part 4a of the Council's Constitution)

Addressing the Council	<p>Members must address the meeting through the Chairman. When the Chairman wishes to speak during a debate, any Member speaking at the time must stop. The Chairman will decide whether he or she prefers Members to stand or sit when addressing the Council.</p>
Quorum	<p>Quorum is one quarter of the whole number of Members. If there is not a quorum present, the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chairman. If a date is not fixed, the remaining business will be considered at the next ordinary meeting.</p>
Declarations of Interest	<p>Members should state clearly in which item they have an interest and the nature of the interest (i.e. personal; personal & prejudicial; or pecuniary). If in doubt, seek advice from the Monitoring Officer in advance of the meeting</p>
Announcements	<p>These should be brief and to the point and are for information only – no debate/decisions</p>
Rules of debate	<p>The Chairman controls debate and normally follows these rules but Chairman's interpretation, application or waiver is final.</p> <ul style="list-style-type: none"> - No speeches until a proposal has been moved (mover may explain purpose) and seconded - Chairman may require motion to be written down and handed to him/her before it is discussed - Secunder may speak immediately after mover or later in the debate - Speeches must relate to the question under discussion or a personal explanation or a point of order (max 5 minutes) - A Member may not speak again except: <ul style="list-style-type: none"> o On an amendment o To move a further amendment if the motion has been amended since he/she last spoke o If first speech was on an amendment, to speak on the main issue (whether or not the amendment was carried) o In exercise of a right of reply. Mover of motion at end of debate on original motion and any amendments (may not otherwise speak on amendment). Mover of amendment has no right of reply. o On a point of order – must relate to an alleged breach of Council Procedure Rules or law. Chairman must hear the point of order immediately. The ruling of the Chairman on the matter will be final. o Personal explanation – relating to part of an earlier speech by the Member which may appear to have been misunderstood. The Chairman's ruling on the admissibility of the personal explanation will be final. - Amendments to motions must be to: <ul style="list-style-type: none"> o Refer the matter to an appropriate body/individual for (re)consideration o Leave out and/or insert or add others (as long as this does not negate the motion) - One amendment at a time to be moved, discussed and decided upon. - Any amended motion becomes the substantive motion to which further amendments may be moved.

	<ul style="list-style-type: none"> - A Member may alter a motion that he/she has moved with the consent of the meeting and seconder (such consent to be signified without discussion). - A Member may withdraw a motion that he/she has moved with the consent of the meeting and seconder (such consent to be signified without discussion). - The mover of a motion has the right of reply at the end of the debate on the motion (unamended or amended).
Voting	<p>Any matter will be decided by a simple majority of those voting, by show of hands or if no dissent, by the affirmation of the meeting unless:</p> <ul style="list-style-type: none"> - Two Members request a recorded vote - A recorded vote is required by law. <p>Any Member may request their vote for, against or abstaining to be recorded in the minutes.</p> <p>In the case of equality of votes, the Chairman will have a second or casting vote (whether or not he or she has already voted on the issue).</p>

**EXTRAORDINARY COUNCIL MEETING
28 July 2021
CABINET RECOMMENDATION**

Recommendation to Council following the Cabinet meeting held on 15 July 2021:

Horsham District Local Plan 2021 – 2038: Regulation 19 Consultation

It is a legal requirement that Horsham District Council prepare a Local Plan. A draft plan has therefore been prepared which sets out the proposed strategy for considering development proposals in the district for the period 2021 to 2038.

The Cabinet Member for Planning & Development presented her report, which set out details of the Local Plan preparation process. It was proposed that the draft plan be agreed as Council policy and be published for a formal period of comment in accordance with the relevant planning regulations, before being submitted to the Planning Inspectorate for an independent examination of the Plan.

Appendices to the report include:

1. Draft Horsham District Local Plan 2021 - 2038 Regulation 19 document
2. Schedule of changes for Regulation 19 Policies Maps
3. Local Plan Evidence Base summary (list of documents)
4. Sustainability Appraisal (non-technical summary)
5. Habitat Regulation Assessment (non-technical summary)
6. Site Assessments (detail on the conclusions of the site assessment process)
7. Transport assessment (summary)
8. Viability report (summary)

Members of the Cabinet agreed unanimously to:

RECOMMEND TO COUNCIL

- i) To approve the Horsham District Local Plan Regulation 19 document as the Council's policy for planning for the future of the District for the period 2021-2038.
- ii) To publish the Horsham District Local Plan Regulation 19 document together with the Sustainability Appraisal, Habitats Regulation Assessment and Policies Map and other supporting evidence base documents for a six week period of representation from Friday 10 September 2021 to Friday 22 October 2021.

Continued/...

- iii) To Submit the Horsham District Local Plan to the First Secretary of State for examination following the six week representation period, together with Regulation 19 representations submitted to the Council.

REASON

- i) The recommendations are required to ensure that the Council meets the statutory requirement to carry out a Local Plan review, and to meet the requirements in the Town and County Planning (Local Planning) England Regulations 2012.
- ii) It is both legally necessary and appropriate to invite public and stakeholder participation in the preparation of a new Local Plan for Horsham District. Part of the statutory process is to allow representations to be made on the Local Plan before it is submitted to the Secretary of State.
- iii) To enable the Local Plan to progress to independent examination.