



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

Planning & Development Policy Development Advisory Group

Monday, 4th July, 2022 at 10.00 am

Wallis Room and via Remote Video Link

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: Lynn Lambert (Chairman)

Karen Burgess
Paul Clarke
Michael Croker
Ruth Fletcher
Nigel Jupp

Tim Lloyd
John Milne
Jon Olson
Josh Potts
Diana van der Klugt

You are summoned to the meeting to transact the following business

Jane Eaton
Chief Executive

Agenda

Page No.

1. **Apologies for absence**

2. **Notes of previous meeting**

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To receive the notes of the meeting held on 16 May.

To receive the following items relating to the policy development process:

3. **Norfolk Square/Park Terrace Gardens Conservation Area**

To update the Group on the Norfolk Square/Park Terrace Gardens Conservation area.

4. **CIL Governance for the unparished areas of Horsham Town**

The Council adopted its Charging Schedule for the Community Infrastructure Levy (CIL) on 26 April 2017 and implementation of the levy commenced on 1 October 2017 to allow funds to be raised from developers to pay for infrastructure that is needed to support growth.

The Council has overarching responsibility for the allocation of CIL monies and reporting the amount of money collected and spent. At the December 2019 Council meeting, a report setting out the Community Infrastructure Levy Governance Arrangements for the main CIL receipts was agreed.

This item seeks feedback on the delegation of CIL Governance for the unparished area of the town and how local members, neighbourhood councils and interested parties can engage in the process.

5. **Shoreham Cement Works Area Action Plan Consultation**

To update Members on the South Downs National Park Issues and Options consultations being held for this site.

To receive the following service updates:

6. **Water Neutrality & Local Plan Update**

To update the Group on Water Neutrality and the Local Plan.

7. **Facilitating Appropriate Development Guidance Notes**

To advise Members of guidance being prepared to assist the preparation of high quality development proposals prior to the adoption of the emerging Local Plan.

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

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

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Planning & Development Policy Development Advisory Group
16 MAY 2022

Present: Councillors: Lynn Lambert (Chairman), Paul Clarke, Michael Croker, Ruth Fletcher, Gordon Lindsay, Tim Lloyd, John Milne, Louise Potter, Josh Potts and Diana van der Klugt

Apologies: Councillors: Karen Burgess

15 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 7 March were received by the Group.

16 **LOCAL PLAN UPDATE**

The Head of Strategic Planning provided a brief update on the new Local Plan.

Provisional dates had been selected to hold workshops regarding the Local Plan, these dates would be sent to Members following the meeting.

Members were asked to provide questions and issues they would like to see raised prior to the workshops taking place.

Evidence base work was ongoing, and consultants had been commissioned with outcomes to be provided at the next meeting of the Planning & Development PDAG.

17 **WATER NEUTRALITY UPDATE**

Work was ongoing to look at how HDC could successfully offset water usage in new developments. This work was scheduled to conclude in August 2022 but may need some extra time, the Group would be updated with its progress.

18 **BIG CONVERSATION UPDATE**

The Head of Strategic Planning provided an update on the Big Conversation events.

The first event was well attended and it was useful for officers to receive feedback from the public.

Handouts had been created that contain answers to questions that were asked in advance of the events and would be updated and published online as further events take place.

Further events were scheduled to take place in more rural locations within the district.

19 **ENERGY EFFICIENCY AND THE LOCAL PLAN**

The Head of Strategic Planning reported that a notice of motion was submitted for consideration by Council on 27 April 2022. Bullet point 3 of the motion was as follows:

‘Ensure new housing is built to the highest possible energy efficiency standards through reviewing Local Plan policies and introducing additional Supplementary Planning Guidance to ensure the use of low-carbon materials, heat pumps rather than gas heating systems, and renewable energy as much as possible.’

Work that has already been undertaken included:

Careful consideration of current and future building regulations, including the forthcoming Future Homes Standard, and commissioning a Carbon Audit of the emerging Regulation 19 Plan, to inform policy recommendations.

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

The Head of Development and Building Control provided updates on the progress of key strategic sites allocated in the HDPF.

North Horsham / Mowbray:

- Phase 1A for 193 dwellings had been approved and works were continuing on this phase.
- Works would begin shortly on phase 1B for 197 dwellings.
- The application for phase 7 was in abeyance due to the water neutrality issues.
- Works were continuing on bunds and internal roads at phase 1.
- Works to the new A264 roundabout had commenced.

- Bohunt School had opened and a new bridge was in place over the A264.
- A new health centre would be in phase 2 to allow for a larger site and to keep in line with CCG requirements.

Southwater:

- Community infrastructure had been completed and transferred to the Parish Council.
- Phase 5 was in abeyance due to the water neutrality issues.

West of Horsham (Highwood):

- A fire station had been approved by WSCC and was under construction.

Kilnwood Vale:

- Works were progressing on the site at various phases.
- Works would commence on a bus gate at phase 2 shortly.
- Works were continuing for housing at the land to the west of Kilnwood Vale.
- An application for 116 dwellings was in abeyance due to water neutrality issues.

Novartis:

- A delivery partner had been approved and the first pre-application discussions had taken place.
- The first reserved matters application would be submitted before the end of 2022.

The Head of Development and Building Control provided a brief update on planning appeals.

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

The forward plan extract was noted by the Group.

The meeting closed at 11.15 am having commenced at 10.00 am

CHAIRMAN

FORWARD PLAN

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 may also include 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 June 2022

What is a Key Decision?

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

- (i) to involve expenditure or savings of £250,000 or more as well as otherwise being 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 and Date of Policy Development Advisory Group for consultation	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.	Evidence Resourcing - Biodiversity Net Gain in Development	Cabinet Council	9 Jun 2022 22 Jun 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)
13.	Norfolk Square - proposed Conservation Area	Cabinet	21 Jul 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)
14.	CIL Governance for the unparished area of Horsham Town	Cabinet Council	21 Jul 2022 7 Sep 2022	Open	Emma Parkes, Head of Development & Building Control emma.parkes@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)
19.	Proposed Conservation Area - Wells Cottages and Rusper Conservation Area review	Cabinet	29 Sep 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)

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