



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

Planning & Infrastructure Policy Development Advisory Group

Tuesday, 12th September, 2023 at 5.30 pm
Wallis room and via Remote Access

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 and may speak, both at the discretion of the Chairman and subject to providing advance written notification to the Chairman of the meeting and committeeservices@horsham.gov.uk

Councillors: John Milne (Chairman)

Peter van der Borgh
Philip Circus
Mike Croker
Malcolm Eastwood
Len Ellis-Brown

Alex Jeffery
Liz Kitchen
Joanne Knowles
Lynn Lambert
Clive Trott

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	3 - 6
To receive the notes of the meeting held on 27 June 2023	
3. Horsham District Council Green Infrastructure Strategy	
Horsham District Council approved its existing Green Infrastructure strategy in 2014. Following updates to national guidance, this strategy is being updated to ensure that the most recent guidance and learning can be incorporated. A presentation will outline the proposed structure, content and application of the revised strategy.	

4. **Proposed Conservation Area; Park Terrace Gardens, Horsham**

There is a legal duty placed on Local Planning Authorities to designate conservation areas where appropriate, to review the designations regularly, and to plan for the management of conservation areas to ensure that they retain their special character and interest. An update will be provided to Members on progress of the proposed Park Terrace Gardens Conservation Area in Horsham town.

5. **Levelling Up and Regeneration Bill; Consultation on implementation of Plan Making Reforms**

In July 2023, the government published a consultation which set out a number of proposed reforms to the plan making system. A presentation will outline the content of the consultation and outline emerging implications, in order to help inform the Council's eventual consultation response.

6. **Horsham District Council Local Development Scheme**

It is a legal requirement that the Council prepare a timetable for the preparation of Local Plans and other key planning documentation. This timetable is referred to as the 'Local Development Scheme' (LDS). Due to the delays in the preparation of the local plan the current LDS needs updating. The proposed Local Development Scheme will be outlined to Members.

7. **Forward Plan Extract for the Planning & Infrastructure Portfolio**

7 - 10

To note the Forward Plan extract for the Planning & Infrastructure portfolio

Planning & Infrastructure Policy Development Advisory Group
27 JUNE 2023

Present: Councillors: John Milne (Chairman), Peter van der Borgh, Mike Croker, Malcolm Eastwood, Len Ellis-Brown, Alex Jeffery, Liz Kitchen, Joanne Knowles and Lynn Lambert

Apologies: Councillors: Philip Circus and Clive Trott

Also Present: Paul Clarke, Ruth Fletcher and Alan Manton

1 **TO AGREE THE TIME OF MEETINGS OF THE PDAG FOR THE MUNICIPAL YEAR**

It was agreed that meetings of the PDAG will continue to be held at 5.30pm.

2 **NOTES OF PREVIOUS MEETING**

The notes of the Planning & Development PDAG held on 20 February were received. With regards to sewerage infrastructure and the role of Southern Water, Members were advised that the stakeholder group had met last week and any relevant updates from this and future meetings would be shared with the Group.

3 **HORSHAM PARK TERRACE / WELLS COTTAGES PROPOSED CONSERVATION AREAS**

The Group were reminded that the rolling programme of reviewing the existing 37 Conservation Areas and assessing areas with the potential for designation as new Conservation Areas.

Public consultation on a new Conservation Area for the Park Terrace Gardens area in Horsham had taken place and the proposed Conservation Area designation. This included online drop-in sessions and detailed discussions with the community. These remain under consideration in terms of how best to ensure the boundary reflects the historical integrity of the area and reflect community aspirations and concerns.

There had also been a public consultation for a new Conservation Area for Wells Cottages, West Chiltington. It was noted that because there had been 44 consultation responses officers were engaging with some residents and businesses and therefore more time was required in finalising the proposal before it could be considered by Cabinet later in the year.

4

UPDATE ON CIL GOVERNANCE FOR HORSHAM TOWN

Cabinet Member explained why the three Neighbourhood Councils were unable to access Community Infrastructure Levy (CIL) funds directly because they were not governed by the same legislation as Parish Councils; the allocation of CIL for the unparished area was retained by HDC.

The Head of Planning & Building Control updated the Group on progress on agreeing governance arrangements for allocating CIL for the unparished area of the town. Consultation had taken place with the Neighbourhood Councils and local members in December 2022, and a summary of the responses was provided.

The Group discussed the extent to which district ward members might be involved, and how agreement on how allocating of funds could be reached. They considered the governance arrangements in place for Parishes, and the consultation responses from Neighbourhood Councillors and Ward Members.

The Cabinet Member thanked the Group for their input, which would help to inform the final proposed governance arrangements. Further engagement would take place with interested parties ahead of finalising the CIL Governance.

5

TO DISCUSS PROCESS FOR NATIONALLY SIGNIFICANT INFRASTRUCTURE PROJECT GOVERNANCE

The Senior Planning officer explained the reason for the forthcoming consultation on the Rampion 2 project, which required a new cable route and sub-station in the district.

Given the scale of the project, the application would be determined by the Secretary of State through a Development Consent Order (DCO), and Horsham District Council's role would be that of a consultee. The Group noted the draft report that would be considered by Cabinet on 20 July and noted the stages and tight time scales when HDC would need to submit consultation responses to the Planning Inspectorate. Whilst the DCO has not yet been submitted, it is expected to be submitted over the summer.

The Cabinet Member advised that Cabinet would be recommended to give delegated authority to the Director of Place, in consultation with the Cabinet Member for Planning and Economy, to respond to consultations as part of any future DCO application, to ensure these are responded to in the required timescales. He agreed that this could be in consultation with relevant Local Members following the discussion at PDAG. Noting that Local Members would have to engage and respond quickly given the tight timescales.

6

LAND CHARGES

The Head of Planning & Building Control advised that the Council provided Local Land Charge searches on request. It was proposed that the fee for this

service be increased by £5 plus VAT. The reason for this increase was to compensate for an increase of £5 plus VAT in the fee charged by WSCC for information required by HDC to complete the process.

The Group were supportive of the proposal, which would allow HDC to fully cover the costs of undertaking the searches. The proposal would be considered by Cabinet and recommended to Council on 20 July.

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

The Head of Development & Building Control gave an update on progress on previously allocated sites, which were in the process of development. It was noted that progress on several sites was stalled or slowed because of Water Neutrality. Solutions and a way forward to address the Water Neutrality issue were being sought and Members would be kept informed.

Land North of Horsham: Bohunt School had been delivered, and the first parts of Phase One were commencing, with some homes occupied. Progress on the site had been effected by Water Neutrality with some aspects paused.

Southwater: the final phase, Phase Five for 80 units had been approved in November but progress was being held up because of Water Neutrality.

Land East of Billingshurst: 504 units have been delivered, of which 138 are affordable. Infrastructure works including a new spine road, roundabout, bus stops, flood attenuation, play areas, teen trim trail, pavement widening, land allocation for a new school and expansion to the doctor's surgery as well as biodiversity enhancements are underway as part of the scheme.

Kilnwood Vale: 1,200 units were now occupied out of a total of 2,500. Development had slowed because of Water Neutrality but a number of Reserved Matters applications were expected.

Highwood: 735 homes out of 1,044 had been delivered. The southern section as currently being built.

Novartis: Progress on this site was currently stalled due to Water Neutrality.

8 **FORWARD PLAN EXTRACT FOR THE PLANNING & INFRASTRUCTURE
PORTFOLIO**

The Forward Plan extract was noted.

The meeting closed at 7.00 pm having commenced at 5.30 pm

CHAIRMAN

**Parkside, Chart Way, Horsham,
West Sussex RH12 1RL**

FORWARD PLAN – Planning & Infrastructure 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 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 September 2023

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)
3.	Conservation Area Assessment and Designations; Horsham (Park Terrace Gardens)	Cabinet	28 Sep 2023	Open	Head of Strategic Planning (catherine.howe@horsham.gov.uk) Deputy Leader and Cabinet Member for Planning and Infrastructure (Councillor John Milne)
4.	Horsham District Council - Local Development Scheme	Cabinet Council	28 Sep 2023 11 Oct 2023	Open	Head of Strategic Planning (catherine.howe@horsham.gov.uk) Deputy Leader and Cabinet Member for Planning and Infrastructure (Councillor John Milne)

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