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Planning and Development Policy Development Advisory Group

Thursday, 12th January, 2017 at 10.00 am
Wallis Room, Parkside

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Councillors: Claire Vickers (Chairman)

Toni Bradnum
Karen Burgess
Paul Clarke
Liz Kitchen
Paul Marshall

Christian Mitchell
Godfrey Newman
Brian O'Connell
Michael Willett
Tricia Youtan

You are summoned to the meeting to transact the following business

Agenda

	Page No.
1. Apologies for absence	
2. To approve the notes of the previous meeting To approve as correct the notes of the meeting held on 3 November 2016.	3 - 6
3. Planning Compliance A general update on the team, including priorities for the upcoming year and key investigations over the past 12 months.	
4. Building Control LATC Update from the Director of Planning, Economic Development and Property.	
5. Local Development Scheme This is the timetable for the preparation of Development Plan Documents, which includes the Community Infrastructure Levy Charging Schedule, the Site	

Allocations Document and the Horsham District Planning Framework Review. The Cabinet Member wishes to seek the advice of the group on the timetable and focus of the Site Allocation Document.

6. **Statement of Community Involvement (SCI) Update**

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This document sets out how and when the Council will involve the community and other interested people and organisations in the preparation of our policies and guidelines, including those related to planning and development. It also discusses community involvement in relation to planning application decisions and explains the role of the Council and that of applicants and their agents. The SCI is being amended to simplify the explanation of the different stages in the preparation of planning documents and the opportunities to participate and so that it reflects the Council's constitutional changes and changes in the title of the Cabinet Member. It is not a policy document. The Consultation Draft SCI was discussed at PDAG at its meeting on 8 September 2016 and was agreed for consultation at Cabinet on 22 September. A summary of the comments received and the revised document circulated with this agenda will, subject to the advice of PDAG, be presented to Cabinet on 26 January 2017 for adoption.

7. **Updates**

- a) **Community Infrastructure Levy (CIL)** – 17 comments were received on the Proposed Modifications consultation, eight of which were 'no comment'. No substantive changes were requested in response to the Proposed Modifications and no respondents asked to appear at an Examination Hearing. The independent Examiner will confirm shortly if a Hearing session will be necessary.
- b) **Incinerator Planning Application**

Public Document Pack Agenda Item 2

Planning and Development Policy Development Advisory Group **3 NOVEMBER 2016**

Present: Councillors: Claire Vickers (Chairman), Toni Bradnum, Paul Clarke, Liz Kitchen, Brian O'Connell, Michael Willett and Tricia Youtan

Apologies: Councillors: Paul Marshall, Christian Mitchell and Godfrey Newman

Also Present: Councillors Coldwell, Crosbie and Jupp

10 **TO APPROVE THE NOTES OF THE PREVIOUS MEETING**

The group approved the notes of the meeting of 8 September 2016.

11 **SITE ALLOCATIONS - EMPLOYMENT SITES**

The Inspector at the HDPF Examination concluded that additional land was required for employment. A call for sites was undertaken in Spring 2016 and those sites were being assessed for their suitability for that use. The Head of Strategic Planning and Sustainability explained that 130 sites had been identified, most north of the A272. Consultation on those sites would be undertaken in the same way as with housing sites and with those parishes directly affected. The Chairman invited the views of the group.

Members' views included:

- Consideration of consulting with the Chambers of Commerce
- Understanding how sites may be accounted for in Neighbourhood Plans
- Understanding the timetable involved
- Alerting parish councils and allowing enough time for them to respond; and
- Giving consideration to engaging with the unparished area.

The Chairman noted the views of the group and asked that they be duly considered by officers.

12 **SCHEME OF DELEGATION**

The Development Manager explained that, consequent to Members' feedback, some amendments to the scheme of delegation were required to remove some items from an automatic referral to determination by Committee. Potential changes that were discussed were:

- a) Applications where the proposal was contrary to policy, but if refused does not result in an actual departure from the Development Plan policy;
- b) Applications to amend proposals that have previously been approved by Committee

- c) Increasing the number of letters of a contrary view to the recommendation to 10
- d) Section 106 amendments
- e) Removing non-planning HDC staff applications

The right for a Councillor to call an application to committee would not be altered and would remain as existing. The Development Manager explained that the proposed changes would ensure that any application where there was public or Member interest, would be brought to Committee.

The Chairman invited the views of the group. Members' views included:

- a) Support for the proposal described in a) above
- b) Support for the proposal described in b) above
- c) Support for an increase in the number of letters of a contrary view from 5 to 8 letters, not 10; and understanding the safeguards built in to the existing process
- d) Support for the clarification of d) above
- e) Not supporting a change to e) above due to their being enough safeguards in the existing process and the small quantity of any such applications per year.

The group better understood how matters came before committees and endorsed the proposed changes (a-d) which would be considered by the Constitution Review Group, prior to Full Council on 7 December 2016.

13 **NEIGHBOURHOOD PLANNING UPDATE**

The Head of Strategic Planning and Sustainability explained to the group that the Henfield Neighbourhood Plan had been quashed by a High Court judgement on the basis of a technical challenge by developers whose site was not included in the plan. The Henfield judgment was of national significance because it indicates the level of detail required in the preparation of Neighbourhood Plans. A neighbourhood planning conference will be organised in the New Year, which will focus on the lessons learnt and launch a revised offer of support. Two representatives of each Parish/Neighbourhood Council and Horsham Blueprint will be invited together with local Members.

Members valued the council's approach and felt that the pressure placed on local people who prepare Neighbourhood Plans on a voluntary basis was too great; with the level of evidence being required now being akin to the preparation of a local plan which is undertaken by professional officers. The Chairman felt that she would express the strong views of the group in a letter to the Minister and to local MPs.

The meeting closed 11.00 am.

CHAIRMAN

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