



All Parish & Town Councils

31 March 2017

Your Ref:

Our Ref: KR/SDB

Please ask for:
Karl Roberts
Strategy Department
Direct Dial: 01903 737760

Dear Clerk

Small Scale Site Allocations - Arun Local Plan & Neighbourhood Plans

As you will be aware from our last briefing to Parish and Town Councils (25 January) we are proposing as part of our proposed modifications to the submitted Local Plan, that in addition to the proposed strategic allocation, that land for an addition 1250 homes should be identified across the district on non-strategic sites (less than 300 homes). To achieve this goal it is necessary to identify the location of these additional homes in either new or updated Neighbourhood Plans or potentially a Site Allocations Plan produced by the District Council.

At the meeting we said that we would write to every Parish or Town Council to give you all the opportunity to indicate which approach you would prefer (i.e. either to prepare a new or updated Neighbourhood Plan or leave it to the District Council to produce a Site Allocations Plan for those parts of the Plan area not covered by new or updated Neighbourhood Plans. This is the purpose of this letter which follows the recent decision of Full Council (22 March) to support the proposed strategy. We would like to be in a position to present to the Local Plan Inspector at the reconvened Examination, a Plan showing which areas of the Council will be subject to new or updated Neighbourhood Plans or a Site Allocations Plan.

We recognise that for many Parish and Town Councils your Neighbourhood Plan is not that old and that experience has shown that creating any formal Plan takes time; hence why in our modifications we have focused on the delivery of the 1250 homes being in the fourth phase of the Plan (2026 to 2031). However, the Local Plan Inspector will also be looking for certainty as to how this suggested option will be actually delivered. Therefore the Local Plan sets out the triggers for the commencement of work on a Small Site Allocations DPD in the event that Neighbourhood Plans have not made sufficient progress in committing to additional numbers. On this basis we would expect work to have been agreed with all those Parish and Town Councils intending to prepare updated or new Neighbourhood Plan, the scale of development to be provided in each of those areas, and for this Plan preparation to have commenced within 3 year (post Local Plan adoption). The Council will also commit to submitting a Site Allocations DPD for any residual areas for examination within 4 years.

However, a note of caution needs to be added at this point which is that the Local Plan Inspector might not agree with delaying this work, in which case we would need to amend our approach. We will have a better chance of persuading the Inspector of the value of our proposed approach if it can be shown that collectively there is willingness to work collaboratively to achieve the delivery of the 1250.

Notwithstanding the above, if you want to start or renew your Neighbourhood Plan sooner than that then that would be entirely acceptable.

One question that many of you will have is what scale of development will be expected in your own particular area. It is not easy to answer that question at this time because it depends on so many factors. Even the intended target of 1250 can go up or down depending on what happens on the sites that have been included with the Plan and what happens in respect of proposals that come forward for consideration before the Local Plan is hopefully adopted. We will be looking to agree with individual Parish and Town Councils a target figure which cumulatively will add up to 1250.

In conclusion therefore all we are seeking at this time is your Council's confirmation of whether your Council would wish to produce a new or updated Neighbourhood Plan or leave it to the District Council to produce a Site Allocations Plan (which will include your area) so that the Local Plan Inspector can be informed. If your Council does wish to produce a new or updated Neighbourhood Plan we would also welcome a view as to whether you would wish to commence this ahead of the suggested start date in 3 years' time.

I look forward to hearing from you at your earliest convenience.

Yours sincerely,



Karl Roberts
Director of Place