

Parish Briefing

5th April 2017
11am – 12.30pm

Purpose of meeting:

- To ensure continued liaison with Parish and Town Councils regarding the emerging Arun Local Plan progress.
- Further consideration of the relationship between the emerging ALP and 'made' neighbourhood development plans, and implications of the latest housing needs evidence.

(Below is the agenda for reference followed by a summary of the discussions and questions that arose from the meeting)

Agenda

1. Local Plan Consultation update
2. Neighbourhood Plan Funding
3. Contributions from Neighbourhood Development Plans (NDPs)
4. Next Steps
5. Q & A
6. AOB

Local Plan Consultation Update : Julia Dawe

- Consultation on the Proposed Main Modifications begin for 7 weeks on Monday 10th April until 5pm on Tuesday 30th May 5pm
- Explanation of the 'Have your say document'.
- Comments should be made on the Main Modifications and not a repeat of any representations made at an earlier stage of consultation as these are still on record.
- Where text has been deleted, it is struck through and additions are underlined.
- The Plan is circa 110 pages shorter.
- The preference for comments is for them to be made electronically.
- Copies of the documents will be at ADC, BRTH and the libraries in the District.
- 1 copy of the Plan per Parish/Town Council will be distributed at the end of the meeting and needs to be signed off. If this could be made available to the public at your parish office that would be helpful.
- There will be a press release by ADC and the documents will be available online at the start of the consultation period.

Neighbourhood Plan Funding: Donna Moles

- A response letter has been received from DCLG and confirms that Government is continuing to provide support for communities who choose to prepare neighbourhood plans, in the form of grants of up to £9,000. In addition, certain priority groups are eligible to apply for £6,000 of additional grant funding and technical support packages.
- Neighbourhood planning groups are eligible to apply for support to modify a neighbourhood plan that is already in force irrespective of whether they have already claimed their full grant allocation under the current or previous support programme. Further details on grant funding can be seen on the Locality website.
- Measures in the Neighbourhood Planning Bill proposing new neighbourhood plan modification processes would only come into force should the Bill gain Royal Assent, and the relevant enabling legislation be brought forward. The progress of the Bill can be followed on the [Parliament website](#).
- There is a general update on NDPs in ADC document which is available on hard copy after this meeting and also online <http://www.arun.gov.uk/updates-guides-information>

Contributions from Neighbourhood Development Plans (NDPs): Karl Roberts

- Explained the contents of the letter dated 31st March 2017, sent to all Parish/Town Council in ADC.
- The Council's approach to deliver the 1250 homes identified across the district can be delivered either by preparing a new or updated Neighbourhood Development Plan or leaving 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 Development Plans.
- This Plan preparation is to have commenced within 3 years post Local Plan adoption.
- The Council is seeking a response letter to indicate which approach the Parish/Town Council prefers (i.e. either to prepare a new or updated Neighbourhood Development 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 Development Plans). Please keep the response to the letter dated 31st March and the Main Modifications consultation separate.
- This confirmation letter should be received before the Local Plan examination. We would like to be in a position to show to the Inspector at the EIP, a Plan showing which areas of the Council will be subject to new or updated NDPs or a Site Allocations Plan.
- The collective approach will strengthen the argument for this approach

Questions and Answers

Q. If the Plan review starts now, how binding is the decision, should the members of the Parish Council change (Elections in 2019)? (Gill Yates: Bersted)

A. If there is a new Council then it will their decision and if contrary then the number will then be added to the small sites allocation.

Q. What constitutes a priority group for the additional £6000 funding grant? (Arundel)

A. Government is continuing to provide support for communities who choose to prepare neighbourhood plans, in the form of grants of up to £9,000. In addition, certain priority groups are eligible to apply for £6,000 of additional grant funding and technical support packages. The criteria for qualification as a priority group includes all those undertaking a site assessment for a site allocation or groups who are allocating sites for housing or mixed development. Further details on this support are [available online](#).

Q. If the Plan is reviewed in 2-3 years will it extend the overall life of the Plan? (Suzanne Clark)

A. The end date of the NDP should tie in with the end date of the LP.

Q. Littlehampton would like to review their Plan but what is the process and what constitutes a major or minor issues? (Derek Chester)

A. A replacement neighbourhood plan is subject to an independent examination as set out in [paragraph 7 of Schedule 4B to the Town and Country Planning Act 1990](#), as applied to neighbourhood plans by [38A\(3\) of the Planning and Compulsory Purchase Act 2004](#). As with all neighbourhood plan examinations, the purpose of the examination is to test whether the plan proposal meets the basic conditions and other legal requirements. Depending on the extent of policies from the existing plan that are carried forward into the replacement plan, the examination may be a simpler process than that undergone for the examination of the existing plan. However, qualifying bodies will still need to ensure that all plan policies are [supported by appropriate evidence](#). Following a successful examination the local planning authority must consider the recommendations and decide whether to put the revised plan to a referendum ([paragraph 12 of Schedule 4B to the Town and Country Planning Act 1990](#), as applied to neighbourhood plans by [section 38A\(3\) of the Planning and Compulsory Purchase Act 2004](#)).

Royal Assent of the Regulations should confirm further details on the review process.

Q. The Climping Plan is already committed to doing a review in 5 years, would that work with ADC timescale? (Val Knight)

A. The three year timescale is what we are proposing to the Inspector so the reviews need to align to this timescale. Those made Plans that are not reviewed then will be included in the small sites allocation.

Q. Littlehampton Plan is due for review in 2019, what is the process? (Clare Potter)

A. Currently, the review/update is the same process that was followed for the initial production of the Plan. If a neighbourhood plan is in force in a neighbourhood area, a qualifying body may make a proposal for the existing plan to be replaced by a new one. The process for the making of the replacement plan is the same as the process for the making of the existing plan ([section 38A\(11\) of the Planning and Compulsory Purchase Act](#)). [Guidance](#) sets out the steps that the qualifying body must follow to prepare or update their plan. For a replacement plan, the neighbourhood area will already be designated, but the community may wish to consider whether the designated area is still the most suitable area to plan for. Neighbourhood forums will need to ensure that their designation has not expired ([section 61F\(8\) of the Town and Country Planning Act 1990](#)). Whether or not the forum designation has expired, the group may wish to revisit the conditions for designation and other matters that a local planning authority must have regard to when designating at [section 61F\(5\) and \(7\) of the Town and Country Planning Act 1990](#) to ensure that they are still met.

Paragraph: 085 Reference ID: 41-085-20160519 (Planning Practice Guidance)

Q. What happens if the updated Plan does not pass referendum? (Colin Humphries)

A. The existing Plan would remain in place albeit with some out of date policies and ADC would include the housing number as part of the small site allocation.

Q. Re-opening a Plan with the background of so much housing in Bersted brings with it a lot of uncertainty? (Gill Yates)

A. Yes, there is always a risk but if the review starts in 3 years' time, the hope is that it would give the Local Plan time to start delivery which would strengthen the case to parishioners.

Q. What happens if a Plan commits to undertaking a review and the conclusion is that more houses can't be accommodated? (Barnham)

A. There is a big difference between can't and won't. If the evidence justifies that no more housing can be accommodated, then we will proceed as normal but at least that Plan would now be updated.

Q. Are there sites outlined per parish? (Barnham)

A. At present there is no list per parish but the first source of data to review would be the HELAA and then call for sites etc. so the same site selection process which was followed before.

Q. What happens now with any decisions which are with the Secretary of State? Yapton would like to review their Plan but need to understand how to protect itself against unsolicited applications? (Andrew Garner)

A. The first part to this is to get the Local Plan adopted so that we can get the Strategy in place which includes the 1250 through NDP reviews or small sites allocations. Until adoption of the Local Plan, those applications are decided on their merit. The availability of site will also guide decisions made at the review period.

Q. 1250 over 15 years is not much, are windfalls accounted for and what is the threshold? (Peter Warren)

A. Windfall sites have been identified as a trend over a 10 year period so it is a different number and is not included in the 1250. Sites of 5 or more will count towards NDP allocations.

Q. The old Plan had 1350 and some NDPs met their parish allocations. Is the 1250 replacing the old number? (Edmund Camerer Cuss)

A. The 1250 is a point in time and moving forward. Made NDPs are a commitment and are already in the housing supply so cannot be counted twice.

Q. Those made NDPs are at a disadvantage where they have met their allocations then? (Edmund Camerer Cuss)

A. Not necessarily, there will be various factors to consider, availability will be key to make suitable allocations.

Q. At 3.6 in the HIS, this small sites will be NDP plus district wide DPD so will there be 2 DPDs? (Edmund Camerer Cuss)

A. ADC will only produce 1 DPD, it will be district wide and include reviewed plans with additional numbers.

Q. If we have numbers for sites in the HELAA, then why not just give individual parish allocations now? (Colin Humphries)

A. The danger is that we could get fixated on numbers and there is insufficient time to have detailed discussions/investigate or justify including those figures into the Plan.

Q. There are employment sites identified for Bersted but Bersted may want to change some of this to housing. How can this be done? (Debbie Holcombe)

A. This can be explored but the Local Plan strategy wants to retain current employment sites so unless there is re-provision elsewhere this would have to be looked at closely.

Q. Would final parish allocation numbers be done as a consultation?

A. Yes, we will consult once numbers are agreed and as part of the process in getting to those numbers. However, initially we are asking for confirmation agreement on the principle approach.

Q. The initial meetings on discussing numbers should be done separately with individual parishes? (Colin Humphries)

A. ADC will take the lead from the parishes.

Next Steps

- Awaiting confirmation dates for the Examination from the Inspector.
- Awaiting confirmation letters from Parish/Town Councils confirming agreement/not for approach to NDP review and small sites allocation.

AOB

Cllr Ricky Bower advised that the review of the NDPs was an opportune time to include more local infrastructure needs.

Q. Can the discussions on site numbers be made first before making a decision on whether we agree to the approach in principle? (Barnham)

A. It is a broad question and just requires an agreement in principle in the first instance. If the Parish Council changes its mind later, then the numbers are just reverted to the DPD.

Meeting ended at 12:15

Each parish Council was given a hard copy of the Local Plan ahead of the consultation period with the request that this could be made available to the public at the parish office.