

# Parish Briefing Meeting

Arun District Council Chambers

13<sup>th</sup> June 2017

10:30am

## Meeting notes

### 1. Local Plan Consultation update

- Main modification consultation is now closed. The representation is still being processed but due to be completed next week.
- Approximately 400 people made representations during the consultation process.
- The comments/representations are loaded onto the ADC website daily.

#### Next steps

- The comments/representations will be sent off to the inspector once completed.
- The inspector will advise ADC of the dates for issues and matters and a date for the examination to resume.
- Based on other projected work which ADC are aware of, we anticipate the examination to resume in September.

### 2. Future Neighbourhood Plans or DPD

Following a briefing with Parish and Town Councils on 25<sup>th</sup> January 2017, a letter was sent to all ADC Parish and Town Councils dated 31<sup>st</sup> March 2017. In summary the letter was asking the Parish/Town Council's to confirm whether the 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 their area) so that the Local Plan Inspector can be informed. If the Council does wish to produce a new or updated Neighbourhood Plan we would also welcome a view as to whether they would wish to commence this ahead of the suggested start date in 3 years' time.

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. ADC will be looking to agree with individual Parish and Town Councils a **target** figure which cumulatively will add up to 1250.

- 9 parishes have decided to produce an updated plan
- 9 parishes have decided not to update their plan
- There will be a report going to Cabinet which recommends a grant funding of up to £5k per plan being reviewed/updated
- This grant funding is in addition to the DCLG funding of up to £9000 plus the DCLG priority grant of £6000

### 3. Process for formulation numbers/sites

There are various factors to take into account including the HELAA, previous sites assessed in the NDP etc. We will need to work together over the coming months to start to look at possible numbers. This will be the start of the process.

Key areas of concern highlighted by the parish/town councils

- **What is the process for formulating the parish allocation numbers?**  
This is very much a partnership working which will involve a review of evidence base documents such as the HELAA, review of rejected NDP sites etc. and parish and district assessing where the development can be accommodated. This is a start to the process which will take several years of work.
- **Will Arun continue to protect the strategic gaps from development?**  
The current strategic gaps are protected in so far as what the local plan currently says but this is always subject to change and the Inspector will also take a view on this.
- **What is the methodology on formulating the numbers?**  
We have not devised a methodology yet but will be working on this in the next few months. We will work with those doing who have expressed an interest in reviewing/updating to ensure that the approach is agreed and consistent.
- **Will the update to the HELAA allow parishes enough time to use this as a starting point?**  
Yes, the HELAA is a living document and the information included is a point in time so it is ready and available to be used now.
- **Can there be certainty that ADC will not reject proposals made by parishes doing reviews?**  
The proposals need to be reasonable and need to be supported by evidence eg. if the proposal is for 7 units but evidence suggest that 20 units is viable then ADC will not support the proposal.  
The Local Plan in para. 12.1.8 states  
*The Council will review the need to produce a Site Allocations DPD on an annual basis from 2019 / 2020 having regard to monitoring data in relation to housing land supply, housing delivery and progress with Neighbourhood Plan production. If monitoring indicates that insufficient residential sites have been identified within emerging / made Neighbourhood Plans to meet the requirement for Non-Strategic Sites across the District in a timely fashion, the Council will commence the production of a Site Allocations DPD in order to allocate sufficient sites to meet any identified shortfall, in accordance with the Local Plan housing trajectory. Submission of the DPD will be within four years from the date of adoption of the Local Plan.*
- **There is concern that in areas such as Pagham, BEW and Bersted where there are high areas of growth, a reviewed plan may not be supported at referendum.**  
We recognise that this is a challenge which we will need to work together on and it will involve a lot of community engagement so that the public is informed of why the detail to those additional numbers are being done in the NDP review. This will take time and is best done post the Local Plan.

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.

#### **4. Next steps**

- Begin to outline the methodology on formulating numbers
- August meeting to discuss numbers/potential sites