

## Arun District Council Parish Clerks' Liaison Meeting 24<sup>th</sup> February 2016

### Attendees – Clerks from the following Parish Councils:

- Aldingbourne
- Aldwick
- Barnham
- Bersted
- Climping
- East Preston
- Kingston
- Yapton
- Walberton

### Meeting Notes

#### **1. Introductions**

#### **2. OAN Update and Local Plan Overview:**

The evidence setting out the Objectively Assessed Needs (OAN) for housing in Arun has been considered at a one day hearing (held on 14<sup>th</sup> January 2016).

Inspectors' letter published (2<sup>nd</sup> February 2016) concludes a higher OAN of 845 dwellings per annum. The conclusions will be noted formally by Members at 1<sup>st</sup> March LP Sub Committee

ADC also to contact neighbouring LPAs on unmet housing needs – under Duty to Cooperate

Higher OAN has to be tested against supply side considerations (identifying constraints within the district to meeting the OAN)

In order to test the OAN against constraints, officers are now progressing evidence studies on relevant factors including: transport, flooding, employment, landscape and viability. Sustainability Appraisal work is also commencing

Timescales: formal consultation on Main Modifications to the Submitted Local Plan will take place towards the end of the year; earlier engagement with PCs preferable.

DCLG had been contacted and they had expressed interest in how Parishes and District Council are progressing given the high percentages of advanced/made NDP and challenge of new OAN. It is hoped that a further meeting can be set up which DCLG can attend.

Ministerial statement on calling in applications contrary to NDPs

<http://www.parliament.uk/business/publications/written-questions-answers-statements/written-statement/Commons/2016-01-11/HCWS457/>

Attention drawn to additions to the Planning Practice Guidance (updated on 11<sup>th</sup> February 2016) which provides further guidance on the relationship between Local Plans and Neighbourhood Plans,

in particular with regard to housing evidence:

<http://planningguidance.communities.gov.uk/revisions/41/009/>

Planning applications have to be determined against the Development Plan (various components which include NDPs) unless other material considerations indicate otherwise (local factors as well as NPPF and five year housing land supply (HLS) considerations). The HLS gets much attention from planning inspectors as in **paragraph 49** of the NPPF which states: "Relevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable housing sites."

Concerns about NDPs getting overridden were expressed. Difficult for local people to counterbalance discussion on sites previously rejected by NDP. However, reviewing all sites is important to begin to identify constraints to meeting the OAN figure and achieving a 5 year supply of deliverable housing sites.

Policy/Conservation/Neighbourhood Plan resources are limited – will have now to refocus on LP imperatives.

### **3. Strategic Housing and Economic Land Availability Assessment (SHELAA)**

Given the high OAN figure and lack of 5 year land supply of deliverable sites, it is imperative that land supply (of sites which can be delivered in the short term) is fully investigated alongside the identification and assessment of strategic sites.

The Strategic Housing Land Availability Assessment (SHLAA) and Employment land availability assessment (ELAA) have been merged to create the HELAA. This was published on the ADC website in 2014.

The HELAA is an important evidence base document for identifying land to meet identified housing needs (the OAN). It is important to show the Inspector at EIP that all suitable, available and achievable housing land has been identified and incorporated into the Council's housing trajectory.

It is important to keep the HELAA up to date and to check and review the sites on a regular basis. This includes previously rejected sites.

Informal consultation with Parish and Town Councils will take place to ask whether the site information, on the most up to date HELAA is correct and accurate. They will also be asked to identify whether there are any further sites that should be investigated.

The rolling 'call for sites' process will be re-emphasised through the media, to ensure that landowners and site promoters are aware that the process is continuing. Furthermore, discussion with landowners/site promoters will take place to ensure that the information they have previously provided on sites is correct and up to date.

It was discussed that where additional sites are put forward through the consultation, the Parish and Town Councils would like to be informed as part of the assessment process, before the HELAA is updated.

#### **4. Conservation Area Appraisals**

There are currently twenty-nine Conservation Areas within the Arun Local Planning Authority area.

All of the Conservation Areas (including the Craigweil House conservation Area) have individual descriptions which identify important characteristics and features. These descriptions are contained within a Conservation Areas Supplementary Planning Guidance note (SPG) which was produced in 2000.

Good practice advice is that the council should prepare a Conservation Area Character Appraisal for each of the Conservation Areas.

Appraisals define the key elements, essential features and special qualities that contribute to each area's architectural and historic interest. In addition, they identify those features which detract from them and can be enhanced.

Public participation is an integral part of the process of preparing an appraisal. As a result, Town and Parish Councils and local heritage groups play a key role in their production.

Whilst the Conservation Officer will lead on the production of the appraisals, they have to be prepared alongside the Local Plan which is a priority for the Policy Team. There will be periods where the Local Plan will be the focus for the Conservation Officer.

As a consequence, production of the appraisals will be restricted to the resources available, and needs to be carefully managed.

The order that the appraisals will be produced is influenced by factors such as development pressure and council priorities. Further details of the proposed order of production can be found in appendix 1 to these notes.

#### **5. NDP/Local Plan relationship**

Given the updated Planning Practice Guidance, there is a requirement for NDPs to be updated. Government guidance is not yet available to steer any NDP revision process.

PCs to consider whether additional allocations via NDPs with refresh if possible or strategic allocations preferred (via the Council preparing a separate sites Development Plan Document). May need to have a series of 1 to 1 meetings with Parish/Town Councils and NDP groups if necessary.

A future meeting with Parish/N Plan steering groups to be arranged once diary arrangements are clear.

Note prepared 24/02/16

