

**SLAUGHAM PARISH COUNCIL**  
**2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB**  
**NEIGHBOURHOOD PLANNING COMMITTEE MINUTES**

**Monday 17<sup>th</sup> October 2016,**

Sally Mclean – Clerk to the Council

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**Present:** Pete Clark (chair), David Dunn, Bob St George, Lesley Read, Ed Hadfield,

**Others Present:** 1 member of public, Laura Bourke of Mayhew & Dowsett

- 1 **Apologies for absence:** Julia Elliott, Mike Whiteford
- 2 **To approve the minutes of the meeting held on the 12<sup>TH</sup> September 2016** previously distributed APPROVED  
Remove David Dunn from attendee list as was not present. Gave apologies
- 3 **To receive declarations of interest from members in respect of any items on the agenda.** None
- 4 **Open Forum:** Committee to consider adjournment of the meeting for questions from the members of the public. None
- 5 **To receive updates:** To include any meetings, decision or documentation that maybe relevant to this Committee from Council and sub groups.  
5.1 Planning Applications that have a bearing on the NHP -. To update members of any new applications received/permitted – None
- 6 **To discuss status for the Neighbourhood Plan:** Draft Neighbourhood Plan and associated documents –  
6.1 Housing Needs Note– Members are asked to review the. [Housing Needs Considerations Report September 2016 Final \(002\).pdf](#). Previously distributed

Members were asked to consider the methodologies outlined within the housing needs considerations for Slaugham Parish. As scoped the document pursues to bring together a range of empirical data from a variety of sources, in order to enable assessments and judgements about the level of housing that may need to be delivered in the Parish up to the period 2031; and for this to be facilitated by policies in the emerging SNP.

*For the purposes of these minutes a brief synopsis of those methodologies were as follows:*

**METHOD 1 - AIRS AFFORDABLE HOUSING NEEDS ASSESSMENT PROJECTION** In May 2010, Action in Rural Sussex (AIRS) produced a report for the Parish Council on the existing need for affordable housing within the Parish. This looked to provide a “snap shot” of those people living in, or with links to, the Parish who were in need of affordable housing.

**METHOD 2 - PARISH CHANGE BETWEEN 2001 AND 2011 PROJECTION** The Census data of 2001-2011 reveals the change that has occurred within the Parish over the period, in terms of both population and household formation. Based on this 10 year period of change, and assuming it continues at the same rate, it possible to consider the housing need that would result over the period 2011-2031

**METHOD 3 - HOUSEHOLD FORMATION PROJECTION**

The size of each household in the Parish, and any change to this, has a direct impact on the number of dwellings needed to serve any given population. There is a long term trend in England of decreasing household size. This reflects socio and demographic profiles of an ageing population, and increasing independence of both the young and old. Using Census data from 2001 and 2011 provides varying figures that will drive different scenarios. This is currently very much and moving target due to the changes from government that are informing the district plan and numbers. :

**METHOD 4 - TREND-BASED DEMOGRAPHIC PROJECTION**

Population projections published in May 2016, predict a population increase in Mid Sussex district from 139,860 in 2011 to some 166,000 in 2031. This is an 18.6% population increase. This would equate to a further 26,140 people living in Mid Sussex District. If an 18.6% population growth were applied to Slaugham Parish between 2011-2031, this would equate to a population growth of 515 new people living in the Parish, and an overall population of 3284

## **METHOD 5 - POLICY PROJECTION**

The District Plan sets out the planned housing growth over 2014-2031, for a total of 13,600 new homes. Integral to this is 2,262 homes throughout the District as allocated through future 8 Neighbourhood Plans, the Site Allocations document and identified SHLAA sites<sup>9</sup>. 6.2. Based on this, it is possible to assess a 'fair-share' distribution of the Neighbourhood Plan housing delivery figure within the Parish based on the population of the Parish as a % of the rest of Mid Sussex District.

## **METHOD 6 - HOUSING AND ECONOMIC DEVELOPMENT NEEDS ASSESSMENT**

The District Plan (Policy DP5) proposes delivery of some 13,600 new dwellings in the District between 2014-2031 at an average of 800 homes per annum. The Plan envisages strategic developments north and north-west of Burgess Hill (3,500 new homes), east of Pease Pottage (600 new homes) and 2262 through future Neighbourhood Plans, Site Allocations document and identified SHLAA sites. The Policy also makes an allowance of 450 dwellings to come forward via windfall. Policy DP5 includes the number of completions for 2014/2015 which total 630 and the number of completions for 2015/16 which total 868.

The District published a HEDNA in February 2015. Since then further updates have been undertaken in light of new household projections and further analysis on market signals. The latest update was published in November 2015. An addendum to the HEDNA was subsequently released in August 2016 to take into account the impact of new population and household projections and housing for older people; provision of specialist accommodation or care

The HEDNA sets out the methodology and calculation of the District's housing and economic development need and is in effect the District Councils Strategic Housing Market Assessment. It sets out;

- Starting point OAN
- Sensitivity testing and adjustments
- Market signals
- Affordable housing /specific housing need
- Balancing housing and jobs

## **METHOD 7 - ECONOMIC PROJECTION**

MSDC has commissioned a number of studies related to the future economic performance and demand, which together make up a full assessment of economic development needs. These include; • Northern West Sussex Economic Growth Assessment (NLP, 2014) • Burgess Hill Employment Sites Study (Chilmark, 2015) • Strategic Employment Land Availability Assessment (Chilmark, 2015)

The 2011 Census contains information about employment rates in Slaugham Parish and Mid Sussex District. From this, it is possible to calculate the proportion of new jobs that might be formed within Slaugham Parish; based on the population and household data.

Above is a breakdown of the methodologies that can be applied to as previously mentioned

## **CONSIDERATIONS**

The report considers a variety of sources of empirical data and range of methodologies to enable assessments to be made with regard to the Housing Need Considerations within the Parish over the period 2011 - 2031.

These have been determined with full regard to adopted planning policy at a National and Local level, by our planning consultant.

The housing need calculation for the parish is complicated by the emerging strategic allocation of 600 dwellings on land to the north-east of Pease Pottage in the Submission Version District Plan.

The supporting text to this allocation indicates that this development will contribute towards the unmet housing need within Crawley. This lies immediately beyond the district boundary.

Noting this, and notwithstanding the identification of 13,600 homes in Mid Sussex over the plan period includes, in part, a contribution to meeting the needs of adjoining authorities, the allocation of 600 dwellings within the parish under Policy DP9A is omitted from this Housing Needs Consideration report. It therefore assumes that this allocation will not contribute toward the delivery of housing to meet the parish's needs.

It should also be noted that the methodologies are based on time periods that vary between 2011/19 to 2014/20. This is necessary, having regard to the base data upon which the methodology is reliant.

Methodology 1 is based on a housing need taken as an indicative snapshot in time; methodologies 2, 3 and 4 are based on a time period of 2011-2031; and methodologies 5, 6 and 7 are based on a time period of 2014-2031.

Therefore, in order to provide a 'like-for-like' comparison of the results of these methodologies over the plan period, it is reasonable to apply a pro-rata calculation based on the annualised housing need over the plan period of 2014 to 2031. This would result in the following housing need from the methodologies over the plan period:

- Methodology 1 - AD1 - 75 new dwellings;

- Methodology 1 - AD2 - 50 new dwellings;
- Methodology 1 - AD3 - 38 new dwellings;
- Methodology 2 - 366/20 x 17 - 311 new dwellings;
- Methodology 3 - AHS1 - 80 new dwellings;
- Methodology 3 - AHS2 - 0 new dwellings;
- Methodology 4 TB1/AHS1 - 322/20 x 17 - 273 new dwellings;
- Methodology 4 TB1/AHS2 - 210/20 x 17 - 179 new dwellings;
- Methodology 5 - 79 new dwellings;
- Methodology 6 - 220 new dwellings;
- Methodology 7 - E1/AHS1 - 80 new dwellings;
- Methodology 7 - E1/AHS2 - 74 new dwellings

*It is also important to note that since the start of the Neighbourhood Plan (i.e. 01st April 2014), there have been a number of residential development schemes that have either been built (completions) or approved (commitments). These are detailed at Appendix 1.21*

*These show that dwellings 54 have been completed and 215/230 dwellings have been approved. Both of these sources contribute toward meeting housing need over the plan period. They therefore need to be considered when determining the residual housing need over the remainder of the plan period.*

*This indicates that the completions and commitments in the parish since the start of the plan period result in a housing delivery well in excess of the lower end of the housing need range identified by the methodologies, and close to the upper end. This suggests that further housing need, to be facilitated through the Neighbourhood Plan via allocations and/or windfall, under most methodologies is relatively modest.*

*It is noted that the methodologies produce a wide range of housing need. Having regard to this, it is important to note that Methodology 3, does not take account of an increase in population, but rather considers the housing need for the resident population only. At the upper end of the range, it is important to note that methodology 2 is an extrapolation of housing growth figures within the parish between 2001 and 2011. Both of these methodologies fail to take account of the more analytical approach to projections contained in other methodologies.*

*Furthermore, it is important to note that some other methodologies are reliant upon emerging District Plan figures. It is acknowledged that these may change prior to adoption of that Plan.*

*Also, it is important to note that the housing need figure from methodology 5 should not discount completions, commitments or windfall, as these are all identified separately under Policy DP5 of the Submission Version District Plan.*

Based on the information provided members of the committee present unanimously resolved to apply the following methods

Method 1, 2, 3, 4, 6 and 7

By applying this methods it is estimated that the numbers will range between 270-310. Some of these numbers have already been met in developments that have been delivered in the Parish since April 2014.

- 6.2 Finalising the position on the gap and parking issues if any: Committee confirmed the strategic gap as being that of Pease Pottage and Crawley and to note the individual settlements. With regards parking the committee felt that there was adequate parking requirements set.
- 6.3 What other information is required from SPNHP for the next stages of drafting the plan and site assessment works
  - Sally to provide a definitive list of sites for assessment to Laura
  - Laura to incorporate sites identified by MSDC under the Economic assessment under the SELAA document now released.
  - Confirm list of polices have not changed since previous draft.
- 6.4 What else needed, who is doing what etc. As Above

## **7 To review the Neighbourhood Plan timeline.**

Once Laura has the definitive list of sites work will commence the assessments, this should take approximately 28 days. Once the current policies are confirmed Laura will make the agreed changes and issue those to the Committee for agreement the policies will be tested with the SA. Sally confirmed the latest version of the Plan

so that work can commence redrafting. The Committee felt to defer the next meeting to the 29<sup>th</sup> November so that all these documents will be available for review.

- 8    **Update NHP Communications Plan** To report on communications plan, exhibition dates, what else is needed and who is doing what- Communications to meet on the **14<sup>th</sup> November**.

- 9    **Matters for future discussion**

John Welch to contact the Hyde for an update on the progress of the site adjacent to the Recreation Ground

- 10   **Date of Next Meeting/s:** provisional dates for the next meetings **Tuesday 29<sup>th</sup> November 2016. Comms Meeting Monday 14<sup>th</sup> November**

Signed \_\_\_\_\_ Date \_\_\_\_\_