Wealden Local Plan

Duty to Cooperate
Background
Paper -
Appendix LPM

Submission Document

January 2019
How to Contact Us

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EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 24 March at Room 1, Town Hall, Eastbourne

Present:
- Strategic Economic Infrastructure (ESCC)
- Wealden District Council (WDC)
- Rother District Council (RDC)
- PPDM (ESCC)
- Brighton & Hove City Council (BHCC)
- Eastbourne Borough Council (EBC)
- Lewes District Council (LDC)
- South Downs National Park Authority (SDNPA)
- Economic Development and Skills (ESCC)

1. Apologies:

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2. Notes of last meeting 24 September 2014:

   - Agreed.

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

   Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (GTAA)
   - The need for further work on evidence for transit sites was discussed at the last meeting.
   - WDC and ESCC have liaised and have agreed that as much as possible should be done electronically as time and resources are limited with all authorities.
   - They will exchange initial ideas on monitoring and will talk internally to officers including planning enforcement to gather additional ideas for taking the work forward.
   - These initial ideas will then be circulated to other authorities for comment.

4. Modelling financial impact of future development

   - attended to raise awareness of a model ESCC finance officers have developed to calculate the financial impact of future development.

   Background
   - Current and future reductions and cuts require more accurate information on income streams.
   - Business rates accounts for 20%-25% of LAs income, this proportion is likely to increase in the future. Actions which stimulate the economy will help to generate more income.
   - From financial management perspective officers need more information and an understanding of funding streams, including changes to business rates, in order to make decisions on forward planning of services. E.g. don’t want to make unnecessary cuts.

   Model
   - ESCC has designed the model and are sharing with district and boroughs.
   - It is at an initial stage, it can be adapted so any ideas on how it can be improved are welcomed.
   - ESCC are now working with district and borough finance officers to improve the model this includes asking them to provide more detailed information. Some of this information will be needed from planners so the session today provides early warning and background to any future requests.
• The model requires a post code, development uses, size of development and timescales to calculate the financial impact.
• Looking to build in non-payment of business rates, can also build in sub categories.

Questions/comments
• SDNPA does not benefit from business rates; income goes to the district/borough/ in their area as they are the billing and collecting authority.
• Minerals and waste are not so far included in the model.
• Group commented that there is a level of uncertainty with housing trajectories and therefore it needs to be used with caution. Also don’t know and have no control on when/if units are used, so hard to predict when businesses will be in operation even if units are available.
• is aware of the limitations with information and that the model only provides broad estimates and an indication of what we hope will happen. Caveats will be put on projections and figures will be rounded in reports. However this limited information is very useful.

ESCC
• commented that it will help in providing information for project/ funding business cases.
• All agreed need to work on definitions to get commonality across disciplines.

WDC
• commented that there is a need to consider employment to residential impact. In this case will lose out on business rates but will gain on council tax.

5. Local Plan and Neighbourhood Plans

Wealden
• No update on Strategic Sites Local Plan – nothing will happen now until after the election.
• CIL and Affordable Housing LP examination is hoped to take place in June.
• Working on Core Strategy review.
• Revised Scoping Report for SA will be out on consultation soon.
• No change on Neighbourhood Plans.

Rother
• Draft CIL charging schedule is out on consultation till 27 March.
• CIL Examination is expected early autumn.
• Site Plan consultation draft will go to new members in September.

Neighbourhood Plans
• Sedgecombe inspector’s report is published. Subject to modifications it meets the basic conditions. Modifications provide more flexibility and require more sites.
• Battle, Robertsbridge are coming forward but at early stages. Neighbourhood Areas have been agreed.
• Have set up delegated powers to agree Neighbourhood Areas. This has been useful.

Brighton & Hove
• City Plan modifications have been submitted.
• Inspector has indicated that she does not anticipate having any hearings.
• It will be dealt with through statements.
• Expecting Plan to be adopted in early autumn.

Lewes
Joint Core Strategy
• Inspector has published his Interim findings on the Joint Core Strategy following hearings in January.
• It meets the statutory requirements however the housing provision needs to be raised by an additional 1,110 to 6,900 in total.
• Need to allocate more sites as strategic allocations – Old Malling Farm, Lewes, Lower Hodden Farm, Peacehaven and Harbour Heights, Newhaven.
• Can allow more on windfalls and 150 on rural exception sites.
• Currently drafting a schedule of modifications to address these points.

LPM2
• Will get informal agreement on modifications with the Inspector before adding detail and then taking modifications to members for approval in July.
• Consultation on modifications is expected end July for 6 or 8 weeks.
• CIL hearing if needed is organised for 14 April.
• Expecting to adopt in September.

Neighbourhood Plans
• Ringmer – Inspector’s report made a lot of deletions. Parish Council are revising the Plan in order for it to go to referendum aiming for end of June.
• Newick – have held their referendum, 90% voted Yes. JR from landowner just outside area.
• Chailey and Barcombe are just starting.
• Peacehaven and Telescombe starting to get going.

Waste and Minerals
• Consultation on the Sites Plan still expected in September. Cannot confirm committee dates to approve consultation draft until after the elections.
• ESCC is currently looking at capacity of sites. [REDACTED] emailed the group request for information on Industrial Estates. So far [REDACTED] has received some responses which are appreciated, responses from others would be useful.

Eastbourne
• Working towards submission of Employment Land Local Plan, clarifying case/justification regarding Sovereign Harbour before submission.
• CIL charging schedule was adopted on 1 April.
• Seafront Local Plan Issues and Options consultation expected July.

South Downs National Park
• Consultation on Local Plan Preferred Options is expected in September.
• Going to committee on 16 July for approval to consult.
• Fairly new team working to bring together issues and policies across the Park area.
• [REDACTED] is keen to work with people after consultation draft is published to discuss responses.

6. Housing

Affordable Housing Provision
• [REDACTED] had requested item to ask other authorities how they were adapting their Local Plan to take into account changes to thresholds in the PPG.
• Rother is producing revised policy on an interim basis.
• Wealden is making the necessary changes through their Affordable Housing Local Plan to ensure policies are in line with NPPG.
• Eastbourne already has a threshold in line with the NPPG.
• Lewes is making changes to their Core Strategy through the current examination process.

New Household Projections
• [REDACTED] had prior to the meeting circulated a note from [REDACTED] on the new projections with initial analysis.
• Data on housing composition will be provided at the next stage of data release, when this is available ESCC will revise their East Sussex policy projections.
• All agreed that there was not much change from the interim projections and that there was similar growth rates.

[REDACTED] commented that the results of the further work Wealden had done for their Local Plan were similar.
7. London Plan Review
- South East Submit was held on 19 March. As yet no-one has had feedback from those that attended. Agreed any feedback when received is circulated to the group.
- Agreed there needs to be an East Sussex rep. on any group which is established.

WDC
- Will make sure that this issue is raised at the Strategic Planners members group and that the London Plan Review is included in the revised work programme for the group.

8. Economic Development Updates
Growth Strategy Implementation Plan
- ESCC economic development team is currently working on initial draft.
- Structure will be simple and will include growth measures, priorities, aims and actions which will lead to projects setting out funding and main leads.
- Currently collecting information when this is done it will be circulated to other authorities for comments/additions. At this stage a timeframe and next steps will be provided.

SELEP
- The 20 March Board meeting approved/accepted all papers.

ESCC
- Will circulate papers.

Commercial premises
- Will circulate information on actions.

ESCC
- Main focus of current work is on adding documents to ESIF website as a central resource, and exploring the potential of the EPIMS system/database on public sector property.

Food Enterprise Zones
- Emails regarding this opportunity had been circulated recently to the group.
- There is still an opportunity to be involved if anyone is interested but need to act quickly.
- Bids are to be done at LEP level.

9. Duty to Cooperate
East Sussex Strategic Planning Members Group
- Meeting held on 17 March to discuss revisions to the work programme.
- Agreed to keep topics as before.
- As previously mentioned London Review will be included.

WDC
- Leads will continue as before: for Strategic Infrastructure, DM for Housing and

LDC
- for Common Policies. They will draft initial revised work programmes for their area and then circulate for comments.
- Next meeting has been postponed to allow for revisions to the work programme, it is expected to now take place end June/early July.

Coastal West Sussex and Brighton Economic Board
- The Group was unsuccessful in appointing an officer to lead/coordinate work so it is still being led by from Arun District Council.
- Consultants are producing background statements which will inform the Local Strategic Statement and delivery strategy.
- The Greater Brighton Economic Board has also been discussing the potential to develop a planning unit to work across authorities.

Mid Sussex
- Pre-submission Draft District Plan went to their Scrutiny Committee on 3 March and to their Council on 18 March. Consultation is expected in May/June. This latest version does include housing figures.
- East Sussex authorities have been asked to comment ahead of the consultation on the impact the plan will have on meeting unmet housing need and to agree statements of common ground including agreeing to the technical robustness of the housing figures.
- Local authorities still generally have issues with the Plan and with signing statements.

- Regeneration of Shoreham Port has agreed to keep the mineral wharfs; these will now be retained in West Sussex Minerals Plan.
10. AOB

LEP meeting (23 March)
- Considered common assessment criteria.
- Consultant generally had not done enough work.
- Agreed minimum number of areas and that there should be consistent use of definitions.
- Further work is needed, [redacted] will circulate when this is done and there is something worthwhile to share.

Twin tracking Sites Plans with Neighbourhood Plans
- SDNP has cut off process in place with deadlines for when Plans need to be started.
- Wealden and Lewes are both adopting a twin track approach.
- [redacted] confirmed that an authority can produce a sites plan for an area with a Neighbourhood Plan in progress.
- In Lewes some neighbourhood plan areas are only allocating a minimum of sites and not for the full housing allocation in the Core Strategy, therefore the District Council has to make up the difference by also allocating sites in their emerging Sites Local Plan.

Dates of Future Meetings:

- Wednesday 3 June – Room CC1, County Hall, Lewes
- Thursday 30 July – Friston Room, EBC offices, Eastbourne
- Wednesday 30 September – Room CC1, County Hall, Lewes
- Tuesday 24 Nov – Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 25 November at Trinity Room, Eastbourne Borough Council

Present:

- Strategic Economic Infrastructure (ESCC)
- Wealden District Council (WDC)
- Rother District Council (RDC)
- PPDM (ESCC)
- Brighton & Hove City Council (BHCC)
- Environment Agency (EA)
- Eastbourne Borough Council (EBC)
- Lewes District Council (LDC)
- Economic Development and Skills (ESCC)
- Research and Information (ESCC)
- Adult Social Care (ESCC)
- Strategic Economic Infrastructure (ESCC)

1. Apologies:

- Hastings Borough Council, South Downs National Park Authority

2. Notes of last meeting 24 September 2014:

- It was noted that the revised housing figure for Brighton and Hove City Council should be between 53% and 73% of the OAN.

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

- None

4. Local and Neighbourhood Plan Updates

Brighton and Hove City Council
- Consultation on modifications to City Plan Part 1 ended on 16 December 2014 and the responses will be forwarded to the Inspector by the end of January 2015.
- It is unclear at this stage when the Inspector will be able to return to reopen the examination as they are currently running concurrent Hearings in Cambridgeshire for two plans and CIL charging schedules.
- The aim is still to adopt City Plan Part 1 in 2015.
- There are four NP being prepared in Brighton: Hove Station, Hove Park, Rottingdean are advancing and Carlton Hill is considering whether to prepare a NP.

Eastbourne
- CIL Draft Charging Schedule was submitted to PINS in October. It is likely to be dealt with by written reps, although a hearing date has been reserved for 20 December.
- Employment Land Local Plan Proposed Submission will be published following outcome of Aldi application.

Hastings (not in attendance)
- Hastings Development Management Plan EIP started on 18 November.

Lewes
- Core Strategy hearings will commence on 20 January and will continue over two weeks. A pre-hearing meeting was held on 14 November.
- Newick and Ringmer have submitted their NPs to LDC.
• WDC had lodged an objection against Newick NP relating to policies in the Ashdown Forest.
• Hamsey are undertaking a Reg 14 consultation.
• Plumpton, Barcombe, Newhaven, Ditchling, Lewes Town and Chailey are all preparing plans.

Rother
• Core Strategy was adopted on 29 September and the period for legal challenge is now complete.
• Site Allocations consultation document will follow elections in Summer 2015.
• The LDS has been updated and a Sites Allocation document with go to cabinet in July 2015.
• There will be a consultation on the draft CIL charging schedule before purdah for the general election.
• Saddlescombe NP has been submitted (Reg 16 consultation) but is not in conformity with Local Plan. RDC are waiting to hear back from PINS about how the examination will proceed.
• Rye is due to submit NP. Tesco and Sainsburys have now withdrawn interest in a site in the town, stating they have updated retail evidence.

SDNPA (not in attendance)
• Working on evidence base to produce a Preferred Options document for consultation in Spring 2015.

Wealden
• There will be a further hearing session on the Strategic Sites LP on 20 January 2015.
• The Affordable Housing Delivery Local Plan is unlikely to be submitted to PINS before the general election as any further discussion of the matters would stray into purdah (which will begin in mid-March).
• The CIL charging schedule is also unlikely to be submitted. This will now miss the April 2015 CIL deadline.
• Paper on CIL governance is going through committee process on way to Cabinet and Full Council for sign-off.
• Roadmap work started with ESCC is to be extended to include other infrastructure providers.

Waste and Minerals
• Work on the Waste and Minerals Sites Plan is ongoing.
• The proposed submission version will be submitted following the general election.
• Local Aggregate Assessment (LAA) was approved by South East England Aggregates Working Party.
• JAAP Shoreham group of Authorities is working to safeguard wharves at Shoreham Port.

5. Duty to Cooperate

ESSPMG
• Next meeting is on 8 December and Agenda papers are required five working days in advance.
• Group was requested to respond to email about the Strategic Infrastructure Plan which will now follow a guidance based approach, instead of looking at assessment criteria.
• WDC wish to table their Affordable Housing Delivery Local Plan, which raised a discussion about whether all local plan documents should be discussed at future meetings as a matter of course.

1) Infrastructure Paper
• Consultation on criteria for Strategic Infrastructure Plan resulted in varied consultee responses. had previously circulated to IDP Group and LPMG.
WDC • would recommend within the report to the ESSPMG a guidance based approach with a checklist as the preferred way forward rather than set criteria.
• List would not be ranked for importance or prioritised in the first instance.

2) Housing Paper
• Difficult to move forward before new forecasts are produced.
• CLG will not be providing further direction on Housing Market Areas.
• Report to ESSPMG will include information about pressure from the London Infrastructure Plan, progress against housing targets (as set out in AMRs) and update on completion rates.

3) Common policies
• Renewable energy sub group will aim to meet before Christmas.
• Tourism group are aiming to meet in January.
• High Weald update available following meeting of group.
• Summary can be provided in relation to Older People’s Housing.

Coastal West Sussex
• Aiming to refresh the Local Strategic Planning Statement – consultants will be commissioned (late November) and will produce three papers on 1) Economy 2) Housing and 3) Transport
• Work will include options for addressing unmet housing need.

Greater London
• Views of the SE Authorities were represented at the Hearing.
• is acting as coordinator for the south east authorities at the present time.

6. Older People’s Housing
• The actions from the meeting in August have been completed apart from two: a meeting with focus groups and a meeting with registered providers which are now rescheduled.

ESCC • provided updated demand mapping in early September for each district and borough and views on this would be appreciated.
• Heads of Housing are concerned about the changes within the Housing Standards review which may impact on the ability to deliver ‘Lifetime Homes’. Demand mapping work may justify an optional standard within local plans. ESCC could coordinate an approach across East Sussex.
• Housing standards could be raised as an agenda item for the ESSPMG to give support to sell ‘better design’.

ESCC • Feedback requested on demand mapping analysis and any additional information authorities need will circulate key questions to focus feedback on the Guidance/Technical document. (sent 2 December).
• Mapping for the South Downs will also be circulated to authorities within the South Downs following the meeting.

7. Housing Monitoring
• Following a recent appeal decision relating to C2 and C3 use, there was a discussion about how these use classes were counted towards both housing numbers and completions across East Sussex.
• The NPPF and PPG contain slightly conflicting advice.
• It was agreed that relevant appeal decisions would be circulated by Rother and Eastbourne.

8. East Sussex Growth Strategy
• The original brief was for a short, sharp, succinct document and implementation plan.
• First draft has now been amended to better reflect this brief and the document is now less than 30 pages.
• Team East Sussex will take forward key actions from the document which will focus on jobs and growth.
• The next stage will be an action plan which will be produced around January 2015.
• Raised the issue that the working group would have benefited from more planning reps, she was the only one. This would have improved links to Local Plans.
• There was a discussion around improving the role of planning policy managers in producing such documents especially in advising on the use of figures and targets for jobs and housing.

9. Joint meeting of Econ Dev, Planners, R&I and Asset managers on Commercial Premises Evidence
• All Districts and Boroughs officers now attending although only Economic Development officer can attend for Hastings due to the EIP.
• Group was keen that the event focuses on clarifying use of housing and employment growth figures and emphasising how they underpin the local plans and therefore should form the basis of other plans and decisions.
• Meeting will also consider common terminology and potential uses of SPACES asset database.

10. AOB
• Agreed that meetings should continue at the same frequency in 2015 and continue to alternate between Eastbourne and Lewes. ESCC will liaise with EBC to organise dates.

Dates of Future Meetings:
• Wednesday 28 January – CC1, County Hall, Lewes
• Meetings will alternate between Lewes and Eastbourne
Present:

Strategic Economic Infrastructure (ESCC)
Wealden District Council (WDC)
Rother District Council (RDC)
PPDM (ESCC)
Brighton & Hove City Council (BHCC)
Environment Agency (EA)
Eastbourne Borough Council (EBC)
South Downs National Park Authority (SDNPA)
Economic Development and Skills (ESCC)
Traveller Liaison Manager (ESCC)
Traveller Liaison Officer (ESCC)
Strategic Economic Infrastructure (ESCC)

1. Apologies:
   - Lewes District Council,
   - [Redacted] (R&I, ESCC)

2. Notes of last meeting 24 September 2014:
   - No corrections

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

   Older Peoples Housing
   - [Redacted], circulated on 2 December key questions to focus feedback on the Guidance/Technical document which had been previously circulated.
   - So far only Rother has responded. [Redacted] therefore will next week email a reminder to everyone with an extended deadline.

   Farmstead Guidance
   - [Redacted] is putting forward a proposal to [Redacted] to fund the guidance document on the back of other work they are taking forward. The proposal document is expected to be circulated to relevant officers in February.

4. East Sussex and SDNPA - Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (GTAA)

   - [Redacted] and [Redacted] from ESCC Gypsy and Travellers team attended for this item.
   - The SDNPA in liaison with other authorities commissioned the University of Salford to undertake a GTAA. A report has now been produced for East Sussex including the SDNP; a separate report has also been produced for Brighton & Hove.
   - All authorities accept the report’s recommendations for permanent pitches. There are of course ongoing issues of identification of sites and delivery however these will be taken forward in future Local Plan documents.

Transit site provision
   - The report suggested a provision for eight transit sites but noted that the data currently available was not very robust or comprehensive so suggested further work was needed.
   - ESCC does not agree with the provisional figure but is happy to work with authorities on improving the data to support an alternative position.
• The challenges around collection of data and issues needing to be considered were discussed: counting authorised and unauthorised, length of stay, seasonal and ethnicity differences.

• It was agreed that further work needed to be undertaken on evidence to support transit site needs. This would need to include housing and environmental health officers.

• It was agreed that an initial meeting should be set up with authorities to discuss the scope of the process including data needed, how it will be collected and how it will be used. [Redacted] volunteered [Redacted] to organise this in liaison with [Redacted].

5. Economic Development Updates

Growth Strategy and Innovate East Sussex
• The Growth Strategy has been endorsed by Cabinet. Document is available as part of cabinet papers, pictures will be added before final version is published (see links below).
• The sections entitled ‘Making it happen’ picks up on some of the main areas most likely to have an Impact on planning.
• Innovate East Sussex was approved by Lead Member. Document is initially available as part of the meeting papers (see link below), but will on the economic development web pages shortly.
• On the back of these, Economic Development & Skills Team will start work on developing implementation/action plans: the first stage of which is to decide the approach to be taken and how and at what stage partners will be involved and what timetable will be set for this to be completed.
• It is expected that a template will be produced which will be circulated to partners including planners for further detail and comments.
• The importance of links to Local Plans, including the Waste and Minerals Local Plan, was again stressed.

Joint meeting on Commercial Premises
• Following the successful meeting on 2 December AVM had previously circulated a note of the meeting including actions.
• ESCC officers are now looking at taking these forward. The main ‘do now’ action being looked at is having a central place for key documents on ESIF. Information on this and engagement with others with take place as and when needed.
• Investigation will also take place on what the new EPMIS system can provide.

Links to the documents:
• [http://www.eastsussex.gov.uk/yourcouncil/about/committees/meetingpapers/cabinet econ my/2015/26january.htm](http://www.eastsussex.gov.uk/yourcouncil/about/committees/meetingpapers/cabinet econ my/2015/26january.htm) Innovate East Sussex is item 4 on this link.

6. Duty to Cooperate

East Sussex Strategic Planning Members Group (ESSPMG)
• [Redacted] prior to the meeting circulated an email from [Redacted] re: work that the Renewable Energy group had done including a Guidance/Technical Paper on Solar and that due to resource and commitment issues the group would not be continuing.
• The work of the Renewable Energy group was commended particularly that of [Redacted] commented that the Paper was very useful. However it was agreed that there were major problems with a lack of feedback and input from authorities.
• Issues were discussed in general on the Joint Policy work which had been sporadic across the topic areas. Key issues were resources, differing timetables and a lack of understanding on the need for the work to be undertaken.
• It was noted that there will be a meeting of the tourism group in the first week of February.
• It was agreed that this work area needed to be reviewed and also that the scope and work programme for the other work areas also needed to be reviewed. Resources generally to support the DIC work needs to be considered.

• It was therefore agreed that a meeting should be arranged to discuss the future work programme, scope what needs/could be undertaken, timescales and resources required. WDC volunteered to organise this.

• WDC would also organise for the next ESSPMG meeting, provisionally arranged for March, to be postponed to allow the review of the work programme to take place.

Neighbouring Authorities’ Groups

• Coastal West Sussex: Joint Local Strategic Statements will be refreshed. Nathaniel Lichfield and Partners are producing the broad strategic statements covering Housing, Transport and Economy. A workshop will be held on 3 February with completion of the statements by April.

• It is likely that the membership of the board and groups in West Sussex are likely to change in the future and include Mid Sussex and other authorities in the northern part of the county.

7. Local Plan and Neighbourhood Plans

Brighton and Hove City Council

• Results of a further consultation on modifications to City Plan Part 1 will be reported back to PINS by end of February.

• It is unclear at this stage when the Inspector will be able to return to reopen hearings as they are currently running concurrent hearings in Cambridgeshire for two plans and CIL charging schedules.

• The aim is still to adopt City Plan Part 1 in 2015 (October at the earliest).

• Scoping and research work has started on City Plan Part 2.

• There are potentially five Neighbourhood Plans being prepared in Brighton: Hove Station, Hove Park, Rottingdean are advancing and Carlton Hill is considering whether to prepare a Plan. Members have deferred a decision on designating Brighton Marina as a Neighbourhood Area.

Eastbourne

• CIL Draft Charging Schedule Inspector’s report has been received by EBC.

• Inspector has removed the charge that was to be applied to flatted development.

• Employment Land Local Plan Proposed Submission consultation ends on 30 January and the Plan will be submitted at the end February.

• Stakeholder event on the Seafront Local Plan will take place on 10 February.

Hastings

• Hearings on Development Management Plan are now closed with further information required on transport impacts.

• Hopeful of PINS report towards the end of March following period of further consultation which ends on 30 January.

• Adoption likely before the end of 2015

• Work has started on Town Centre Area Action Plan

Lewes (not in attendance)

• Core Strategy hearings commenced on 20 January and will continue over two weeks.

Rother

• Core Strategy has now been printed.

• Revised draft Charging Schedule will be considered by Cabinet on 9 Feb and then there will be a four week consultation period for comments, aiming to submit in early April.

• Highest rate of £200sqm

• Work has started on Site Allocations and Development Management plan.
• Expecting the examiner’s report on the Sedlescombe Neighbourhood Plan next week
• Consultants appointed to work on extension of the urban expansion in North Bexhill.

SDNPA
• Working on evidence base to produce a Preferred Options document for Reg 18 consultation in Spring 2015.
• Neighbourhood Plans:
  o Petersfield has submitted and will allocate land for 700 homes
  o Fernhurst has stalled as the examiner has concerns over the site allocations
  o Ringmer – examiner has reported back with a large amount of proposed deletions to policies.

Wealden
• Revised LDS has been reported to Full Council on 28 January.
• The Affordable Housing Delivery Local Plan (AHDLP) has been delayed due to changes at a national level and a further consultation will start next week.
• This has led to the delay in the CIL charging schedule.
• Strategic Sites Local Plan has been delayed as Inspector is taking time over his decision.
• CIL and AHLP are likely to be submitted to PINS in March.
• Hopeful of adoption in October/November.
• Core Strategy Review has started. Issues, options and recommendations will be published in October/November.

Waste and Minerals
• Work on the Waste and Minerals Sites Plan is ongoing.
• The proposed submission version will be reported to councils and authority for approval following the general election with Reg. 19 publication expected around September 2015.
• Local Aggregate Assessment (LAA) was approved by South East England Aggregates Working Party.
• JAAP Shoreham group of Authorities is working to safeguard wharves at Shoreham Port.

8 AOB

Research and Information update
• CLG Household projections data still awaited; due sometime in February 2015.
• Boundary Commission work – to note that a request for housing completions and annual phasing of commitments by ward has been requested by the
  representatives:
  o Eastbourne
  o Hastings
  o Lewes
  o Rother
  o Wealden
  Data required by 5 February to support electorate forecasting.

Staff Changes
• Leaving on 6 February.
• Leaving on 22 March.

Dates of Future Meetings:
• Tuesday 24 March – Room 1, Town Hall, Eastbourne
• Wednesday 3 June – Room CC1, County Hall, Lewes
• Thursday 30 July – Friston Room, EBC offices, Eastbourne
• Wednesday 30 September – Room CC1, County Hall, Lewes
• Tuesday 24 Nov – Friston Room, EBC offices, Eastbourne

All meetings start at 10 am

LPM13
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 30 July at Eastbourne Borough Offices, Eastbourne

Present:

Strategic Economic Infrastructure (ESCC)
Wealden District Council (WDC)
Rother District Council (RDC)
Brighton & Hove City Council (BHCC)
Eastbourne Borough Council (EBC)
Lewes District Council (LDC)
Hastings Borough Council (HBC)
Environment Agency (EA)
South Downs National Park Authority (SDNPA)
Economic Development (ESCC)

1. Apologies:

- ESCC Planning Policy and Development Management
- ESCC Research and Information

2. Notes of last meeting 24 March 2015:

- Agreed.

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

- None

4. Transport Update – ESCC (ESCC) attend for this item

- went through the Strategic Transport update which had been circulated prior to the meeting.
- This covered:
  - A27 improvements
  - High Speed Rail to Bexhill/Hastings
  - Lewes Uckfield Rail Study
  - Airports Commission
  - Local Growth Deal
- asked if the information could be forwarded to the A21 reference group. said would do a separate update note for the group.

5. Local and Neighbourhood Plan Updates

Eastbourne

- Seafront Local Plan is out on consultation until 9 October.
- Employment Land Local Plan submission has been paused to do further SA work to adequately address Sovereign Harbour’s comments.
- Starting to consider Local Plan review, new Plan this will be a one document Local Plan, also considering potential for working with Wealden DC.
Rother
CIL
- Expecting CIL Inspector’s report in August.
- Main issue at examination was differential rates for green and brown field land.
- Depending on modifications may need to consult. But still expect end of the year adoption.

Sites Plan
- Issues and option consultation at the end of the year.

Neighbourhood Plans
- Currently 6 are being progressed, 3 at early stages. Selescombe PC is not happy with examination report.

Hastings
- Currently making minor changes to Development Management Plan ahead of adoption in October.

Town Centre Area Action Plan
- Widening the remit and boundary. It will now be called Town Centre and White Rock Action Plan.
- Process will lead to a review of the Town Centre area.
- Appointing consultants to produce evidence base studies including retail and urban design.
- Studies to be completed at the end of October with an Issues and Options consultation in the New Year.

Lewes
Joint Core Strategy
- Modifications to the Joint Core Strategy are drafted and have been agreed by LDC and SDNPA to be published for consultation which will start on 8 August.
- Expecting further couple of days hearings with the final Inspector’s report around Christmas.

CIL
- Positive Inspector’s report, no real issues.
- Expect to implement 1 November.

Neighbourhood Plans
- Newick NP has been adopted.

Wealden
- Consultation on proposed modification to the Affordable housing Delivery Local Plan ends 17 August.

CIL
- Expect Inspector’s report mid-August, hearings were straightforward

Local Plan review
- Issues and Options consultation expected in October/November following committee approval in September to consult.
- Have undertaken DtC meetings with neighbouring authorities and infrastructure providers.

Core Strategy
- Court of Appeal decision agreeing to the removal of parts of the Core Strategy Ashdown Forest policy regarding the 7km zone. Case showed that all reasonable alternatives need to be considered even though this maybe against advice from Natural England. Already the case is being sighted on the issue of reasonable alternatives that must be considered.

SDNPA
- Local Plan approved by members on 16 July to be published for consultation. Currently finalising plan for 8 week consultation starting on 8 September.
- It is a one document plan including strategic issues, sites and allocations.
- Holding events and public roadshows, 2 in each county, information on their website.
- Petersfield Neighbourhood Plan Inspector’s report is on their website. The plan allocates sites for around 800 homes.
Brighton & Hove
Local Plan Part 1
- Further modifications consultation ends 10 August.
- Further evidence work shows that the unmet housing need has increased. Expecting to adopt by the end of year.

Part 2 Local Plan (sites)
- Part 2 Local Plan (sites) Consultation expected February/March 2016.

Waste and Minerals
- Waste and Minerals Sites Local Plan consultation, subject to approval by the 3 authorities (ESCC, SDNPA & B&H), is 30 October to 23 December

6. Economic Development Updates

Growth Strategy Implementation Plan
ESCC - had circulated the Plan to authorities and has had comments so far back from RDC, EBC would be sending some today.
- The Plan is a living document which will provide information to TES on progress against growth measures.

ESCC - acknowledged that housing numbers need updating.
- An update on projects will be given at each TES meeting but not in massive detail.
- References to SDNPA will be added where relevant.

Funding
ESCC - identified potential future funding sources which included:
- Potential funding to help authorities develop tourism destination plans. If this would be useful authorities should let know and she can feed back.
- Possible infrastructure funding round, with bids required spring/summer next year.
- Will keep authorities informed of further opportunities and provide details when known.

East Sussex Growth Hub
- This has been up and running since February.

ESCC - It has a reasonable amount of information to support businesses. is developing the website.

ESCC - asked for ideas on a leaflet on business engagement with planning.

7. Duty to Cooperate

East Sussex Strategic Planning Members Group
- It was agreed that the next meeting would only be arranged when there was something significant for the members to discuss. This is likely not to be before the end of the year at the earliest.

WDC - commented that Wealden would like the Group to discuss the new Wealden Local Plan, following on from individual DiC meetings with authorities. Tunbridge Wells and Brighton & Hove would also be invited.

Coastal West Sussex
- Working on Local Strategic Statement.
- Once all Core Strategies across the area are adopted authorities are aiming to work together on the next round of plans which will look at addressing the unmet need collectively across the area. A letter will be sent to leaders regarding this.

London Plan Review
- No further updates, issue has generally gone quiet.
- General feedback from the South East Submit held in March was that nothing had come out of it.

Gypsy & Traveller Monitoring - Draft MoU
- had circulated the Draft MoU just prior to the meeting. This followed the meeting in June on the scope and consistency of monitoring unauthorised
encampments to address the issue of improving evidence relating to transit sites need, identified in the recent GTAA.

- RDC has asked authorities to discuss the MoU in each authority and to feed back any comments so that a final MoU can be produced and be signed off at the next LPMG meeting on 30 September.
- Comments should go directly to ESCC (ESCC).

8. Environment Agency

Neighbourhood Plan checklist
- Due to the large quantity of Plans in their area the EA prioritises responses to those which have the greatest risk. These are Plans which allocate housing and where there are issues regarding flood risk and water quality.
- For low risk Plans they have a standard set of comments.
- They have produced a joint guidance document – ‘Planning for the Environment at a Neighbourhood Level’ which signposts useful information.
- They have also produced a checklist at district/borough level in areas where a lot of plans are being produced. So far none have been produced in East Sussex but this can be done if a high volume of plans are coming forward.

Following the meeting HP circulated the link to the guidance document - http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/it/5524/7da381.pdf

Water Efficiency Standards
- ESCC had liaised with colleagues following the issue of changes to building regs. being raised at the last meeting.
- 125 litres per day is the basic standard however the EA is promoting and would support any policy which promoted a local standard of 110 litres per day.
- The EA however does not have any advice about where this local standard should be used. They do have evidence to show that the south east is in a water stress area which would help in the justification for applying a local standard.
- ESCC commented that they have set a local standard within their Core Strategy and did not get challenged on this at examination.

9. C2 Unit Monitoring

- WDC had asked for the issue of C2 unit monitoring to be raised at the group meeting.
- Wealden has started monitoring C2 units and was keen to add this to the county monitoring system Dev Mon. However had confirmed to ESCC that the DevMon system did not have any spare capacity to include C2 units and that any additional development could potentially destabilise the current system.
- is keen to know if other authorities are monitoring C2 units and whether a consensus on how it is recorded can be agreed across the county.
- Authorities seem at present to monitor and count housing for older people differently. Eastbourne regard them as C3, Rother count them as C3 if they have a front door.
- It was generally felt that this was not an issue of concern for most authorities and that there was no need to adopt a common county approach.

10. Older People’s Housing – ESCC (ESCC) attended for this item

Guidance Document on Older People’s Housing with Demand mapping
- ESCC is liaising with the last authorities to comment on the document.
- At last meeting it was agreed that would work with as a pilot authority on developing more local based evidence to support site policies.
• They have had their first meeting which included housing officers and a further meeting is being arranged for early September.
• They will be expanding the need data around grouped settlements linked to Strategic Sites. This will require reconfiguring the need mapping to make it more robust and meaningful. Research & Information Team will be rerunning the figures.
• Others asked about rolling out the work with other authorities. Advised that there were resource implications but if they get a good template which then only needed to be populated the may not be such an issue.

Evidence around space standards
• ASC is pooling together information from policy documents, setting the context of what ASC would want to see. There though is not a lot of statutory focus on this. Evidence will link in with London work on the issue.

Market Position Statement
• ASC is trying to resource this as they recognise that it is important to have a top down strategic direction as well as bottom up data.

11. AOB

Research & Information update
• Provided an update from ESSC
• 2014 Mid-Year Estimates data and in Brief published on ESIF.
• 2012 Household Projections: Stage 2 Outputs - no release date known.
• Public consultation on proposed topics for the 2021 Census questionnaire in England and Wales - Closing date: 27 August 2015
• Indices of Deprivation - provisional publication date September 2015

Engagement with health organisations
• Raised the issue of difficulties with engaging with the health service including CCGs.
• This was generally shared by the group.
• Commented that WDC has engaged with some health organisations and has raised the issue of doing it on a strategic level. They also have developed a member working group due to amount of concern on the issue.
• Suggested writing to health contacts on a county basis to set up a joint meeting.
• Will advise on the best contact.

ESCC
• Commented that ASC and Health are doing joint working through the East Sussex Better Together and therefore she would be able to provide links and contacts for health organisations.
• East Sussex Better Together has a housing sub set underneath the overall governance structure. Can see that planning needs to be involved in this and will take this issue back to her colleagues.

Dates of Future Meetings:
• Wednesday 30 September – Room CC1, County Hall, Lewes
• Tuesday 24 Nov – Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 30 September at ESCC Offices, County Hall, Lewes

Present:

Strategic Economic Infrastructure (ESCC)
Strategic Economic Infrastructure (ESCC)
Wealden District Council (WDC)
Rother District Council (RDC)
Brighton & Hove City Council (BHCC)
Eastbourne Borough Council (EBC)
Lewes District Council (LDC)
Hastings Borough Council (HBC)
Environment Agency (EA)
South Downs National Park Authority (SDNPA)
Research and Information (ESCC)

1. Apologies:

- [Redacted] - Economic Development (ESCC)
- [Redacted] Planning Policy and Development Management (ESCC)

2. Notes of last meeting 30 July 2015:

- Agreed.

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

Older People’s Housing

- [Redacted] is continuing to work with RDC as a pilot authority on developing more local based evidence to support site policies. They have had two meetings with a third planned for 5 October which will firm up the evidence base to include updated demand mapping.
- [Redacted] has also provided RDC with some space standards information.
- RDC commented that they are still working out the scope of the work and that at this stage there is not much to report back to the group. RDC will be briefing their members on the issue in December as part of their Development and Site Allocations Plan. There should be more to report at the next group meeting in November.

RDC

LDC commented that LDC is meeting ASC on 1 October to start scoping work on something similar for their area.

ESCC commented that the Research & Information team is also meeting with ASC to discuss data on disability.

RDC mentioned that she had attended a training course on Planning for an Ageing Population and would forward on the slides. (Presentation slides circulated 2 October)

Health and Planning

WDC

- No progress has yet been made on setting up a joint meeting.
- [Redacted] confirmed that WDC officers were meeting with health organisations and she will ask colleagues about best contacts and pass on to RDC

4. Wealden Local Plan

- Wealden Local Plan - issues, Options and Recommendations Consultation Document is due to go out to consultation between 19 October and 14 December.
- Consultation document was agreed at committee with no changes.
- Preferred Option for testing is 19,950 dwellings between 2013 and 2037, which would meet Wealden’s housing need and also under supply in Eastbourne.
- This equates to housing delivery of 832 pa (up from 450 pa in the Core Strategy).
- Preferred option focuses development in the south of the district with significant growth for Hailsham of approx. 10,000 dwellings.
- Preferred Options figures will go through further testing and therefore are subject to evidence being made that the development and the supporting infrastructure can be accommodated and delivered.
- ESCC commented that the proposed development levels would have significant impact on transport networks and education provision which would need to be investigated thoroughly as part of the preferred option testing.
- Planned growth in South Wealden means even greater importance of the need for A27 improvements.
- Area Action Plan for Hailsham will also be produced.

5. Local and Neighbourhood Plan Updates

Eastbourne
- Seafront Local Plan consultation has been extended until 23 October.
- Employment Land Local Plan submission is still paused while consultants review the SA to adequately address Sovereign Harbour’s comments.
- Commissioning revised SHLAA and SHMA, working with WDC on studies.
- Local Plan review will be a one document Local Plan.

Lewes
Joint Core Strategy
- Proposed modifications to the Joint Core Strategy; consultation closes 2 October
- Expecting further couple of day’s hearings in December prior to the final Inspector’s final report.

Neighbourhood Plans
- Newick has been adopted.
- Hamsey has been submitted and it out to consultation until 10 November
- Ringmer - referendum expected around 12 November
- Barcombe and Chailey have not decided if they are progressing

Rother
Development and Site Allocations Plan
- Preferred options document will be reported to members in December. Consultation is expected February/April next year

Neighbourhood Plans
- Battle Town Council: April 2015 consulted on plan area and now approved
- Sedlescombe – modifications being made in light of examiners report.
- Rye – will submit Plan by the end of 2015.
- Ticehurst Parish Council currently out to consultation on plan area (covers Ticehurst, Fishwell and Stonegate).
- Salehurst and Robertsbridge: plan area has been approved.

Hastings
- Working on Town Centre and White Rock AAP. Study being undertaken on boundary lines.

South Downs National Park
- Preferred options consultation ends 28 October 2015.
- Submission expected autumn 2016.
Wealden

Affordable Housing Delivery Local Plan
- Revised proposed modifications consultation in October following changes to Government Policy.

Neighbourhood Plans
- Proposed increases in development in the Wealden Local Plan and the Ashdown Forest issue has put a lot of Plans on hold.
- Hellingly out to consultation on plan area.
CIL
- Received positive Inspector’s report will move to adoption.

Brighton & Hove

City Plan Part 1
- Current consultation on further modification to the Sustainable Building Policy.
- Proposed Modifications consultation in response to Inspector’s further matters and issues ended in August 2015. This included an increase in the objectively assessed housing requirement. Earlier modifications had increase housing target including additional land within the urban fringe.
- Significant housing shortfall against objectively assessed housing requirement.
- Hoping Inspector will allow adoption (Jan- April 2016) this may require early review to address housing shortfall.
- Authority will then work on City Plan Part 2 (sites) and if required in parallel with a review of Part 1.

Neighbourhood Plans
- Rottingdean PC is currently preparing a draft (consultation on draft expected soon).
- Brighton Marina Business Neighbourhood Area Forum: -Forum and Plan area were formally designated in June 2015.

Waste and Minerals
- Consultation on the Draft Submission Waste and Minerals Sites Plan, subject to approval by the 3 authorities (ESCC, SDNPA & B&H), will run 28 October to 23 December 2015.

6. Gypsy and Traveller Monitoring – Draft MOU – ESCC attend for this item

- MOU has been produced to establish an agreed approach to data recording of unauthorised encampments. Better monitoring will help to address the issue of improving evidence relating to transit sites need, identified in the recent GTAA.
- Draft MOU had been circulated for comments and had circulated the final version for the group to sign off.

ESCC
- Highlighted problems with collecting certain information particularly 3 of the fields:
  - Ethnicity and Planning definition of Gypsy/Traveller
  - Permanent address
  - Reason for travelling
- The change to the definition of Gypsy or Traveller for Planning further complicates the issue and is likely to change further as has not been tested.

ESCC
- Asked whether this information was needed and NW reaffirmed that it would be very useful. Particularly in separating Gypsies or Travellers from the homeless.

ESCC
- Agreed to include these fields in the monitoring but advised that there could be issues with the accuracy of the information given.

ESCC
- Stressed the importance of further communication on the issue and to keep looking at how the robustness of the information can be improved. An early review in January was recommended.

SDNPA
- Asked if the County Council monitoring included the whole of the county confirmed that monitoring covered all of East Sussex including the SDNPA and was the County Council’s responsibility.

ESCC
7. Duty to Cooperate

East Sussex Strategic Planning Members Group
- The update to the work programme and reporting to the group on the 3 main themes: housing, infrastructure, and common policies are currently on hold until there are major issues which the group needs to discuss.

WDC
- proposed that a 'special meeting' is held to discuss the Wealden Local Plan. The Plan will have an impact on neighbouring authorities therefore it is appropriate for it to be discussed by the group. For example there is an issue over the Housing Market Area which could helpfully be discussed. Tunbridge Wells and Brighton & Hove would also be invited.

WDC
- also suggested that the meeting could consider the London Plan.

was keen to update the group on progress.

- It was agreed that a special meeting of the group would be held to discuss the Wealden Local Plan and the London Plan.
- WDC will organise a date hopefully in November/December.

Coastal West Sussex and Greater Brighton
- Working on revision of the Local Strategic Statement (LSS). Looking to make it into something stronger, more like a strategic plan.
- has been commissioned to work with the group.
- Some authorities are keen that the LSS is developed into something similar to a sub-regional plan; however this is yet to be agreed with all authorities.

8. Devolution bids

- Two Devolution bids in the area have been submitted: Greater Brighton and Three Southern Counties.
- Greater Brighton covers Lewes, Worthing, Adur, Mid-Sussex, and SDNP. The bid will be in the public domain soon.
- Three Southern Counties covers, East Sussex, West Sussex, Surrey and SDNP
- It is uncertain at this stage what the impact would be if either or both bids are successful and how much additional funding may be available.

9. AOB

Environment Agency
- Evidence teams at the EA are hoping to put together GIS layers of local plan allocations. will be asking LAs shortly if they could help by sending GIS layers of sites to the EA. (email circulated 8 October)

Research & Information
- 'Dev. Mon' system may have some disruption in October.
- Will be redoing population projections in October, and will be contacting authorities over figures to use.
- Indices of Deprivation released today, will be on ESIF soon.
- New travel to work areas came out over the summer, new geographies. R&I will do some work on these when resources allow.

Dates of Future Meetings:
- Tuesday 24 Nov – Room 1, Town Hall, Eastbourne
- Wednesday 27 January - CC1, County Hall, Lewes

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 27 January 2016 at County Hall

Present:
Strategic Economic Infrastructure (ESCC)
Strategic Economic Infrastructure (ESCC)
Strategic Economic Infrastructure (ESCC)
Research and Intelligence (ESCC)
Economic Development (ESCC)
Planning Policy (ESCC)
Wealden District Council (WDC)
Rother District Council (RDC)
Lewes District Council (LDC)
Hastings Borough Council (HBC)
South Downs National Park Authority (SDNPA)
Environment Agency (EA)
Brighton & Hove City Council (BHCC)

1. Apologies:
   • Eastbourne Borough Council

2. Notes of last meeting 24 November 2015:
   • Agreed.

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:
   • None

4. Local and Neighbourhood Plans: News and Updates

Brighton and Hove

Local Plan
   • The Inspectors report is expected soon, no outstanding major issues so it is hoped to be found sound.
   • If so the City Plan Part 1 will be formally adopted at full council in March 2016.
   • Part 2 work to start soon.
   • An early review of Part 1 may be required. If that is the case, the intention would be for the submission of Part 2 and the early review to take place together.

Neighbourhood Plans
   • Woodingdean are exploring the possibility of a Neighbourhood Area designation

Waste & Minerals

East Sussex, South Downs and Brighton & Hove Waste & Minerals Sites Plan
   • Pre-Submission draft consultation ended 23 December.
   • 47 representations were received including petitions relating to sites in Hove and Lower Dicker. Responses to these will to be considered by Cabinet in March.
   • Hope to submit Plan in April.

Lewes

Joint Core Strategy (JCS)
   • Resumed hearings took place 16 & 17 December 2015.

LPM23
• Examiners report is due in 'early' Spring
• Site Allocations and Development Management Policies (Local Plan Part 2) pre submission consultation draft will go to members for approval in the autumn.

Neighbourhood Plans
• Hamsey: has undergone the examination process and was found to be sound subject to modifications.
• Peacehaven: no change (work has not yet started).

South Downs National Park

Local Plan
• Report going to Authority on 2 February regarding Local and Neighbourhood Plans Progress. 3 options will be considered on the extent site allocations should be left to the responsibility of neighbourhood plans.
• There has been a further call for sites and the SHLAA update is underway.
• Informal consultation on additional sites in April with parish Council and key stakeholders.
• Pre Submission draft will go to September committee.

Wealden

Local Plan
• Finalising consultation responses analysis (report on this in April sub-committee)
• Consultation on proposed submission both Local Plan and Hailsham Area Action Plan anticipated November 2016 (will identify sites).

Neighbourhood Plans
• Maresfield PC challenged WDC over SEA and HRA. WDC sought a legal opinion which confirmed that WDC are the responsible body.

Rother

Local Plan
• Implementation of CIL charges begins on 4 April 2015.
• Development and Site Allocations Plan consultation document will be reported to Council in May with a consultation expected June/July.

Neighbourhood Plans
• Work on seven NP’s is ongoing: Battle Town Council, Sedlescombe, Rye, Ticehurst (covers Ticehurst, Flimwell and Stonegate), Salehurst & Robertsbridge, Fairlight, Crowhurst

Hastings

Local Plan
• Adoption of the Development Management Plan was not challenged.
• Reviewing SPDs to see how these can strengthen policies.
• Town Centre and White Rock Area Action Plan will consider retail and leisure needs and sites for housing. Consultation is expected in the autumn.

Neighbourhood Plans
• None in Hastings
• The White Rock Trust has agreed to abandon plans for a NP as local policies and allocations will be covered through the Area Action Plan.
Eastbourne

ESCC

- Provided an update received from EBC.

Local Plan

- Employment Land Local Plan: looking to submit on 23 February 2015.
- Composite Local Plan: at initial stage of production. Currently commissioning evidence documents: SHMA, SHELAA. First consultation on Issues and Options will be summer 2017.
- Reviewing SPDs:
  - Local Labour contributions (currently being reviewed)
  - Affordable housing (awaiting proposed Housing and Planning Bill reforms before progressing, most probably requires a full affordable housing policy review)

ESCC NP Information Sheet

- ESCC has produced an Information Sheet on County Council services and resources for groups preparing Neighbourhood Plans.
- The Information Sheet includes contacts, weblinks to relevant evidence and issues they should consider.

ESCC

- Will circulate to authorities for comments. Group provided contacts the sheet should be sent to.

5. Transport Update

ESCC

- Provided an update on transport issues including A27 improvements, Gatwick and rail improvements.

WDC

- Commented that the proposed A27 improvements between Lewes and Polegate needed to also consider the impact on the road network to the east.

6. Duty to Cooperate

East Sussex Strategic Planning Members Group

- Special meeting of the group to discuss the Wealden Local Plan and the London Plan will take place on 23 February 2016.

WDC

- Confirmed that there is no agenda or papers yet. [Redacted] will circulate in due course.

ESCC

- Had previously circulated the report from the Local Authority Workshop held in December.
  - At this stage it was unknown how the outcomes from the workshop will be taken forward.
  - It should however be noted that the SELEP secretariat is a small team and therefore it is likely to take time to progress actions.
  - Group raised again the issue of a lack of response from LEPs to Local Plan consultations.

ESCC

- Commented that authorities should consult Team East Sussex (TES) who can respond on behalf of SELEP.
- TES secretariat is at ESCC. [Redacted] is the LEP project support officer who people should contact. AVM will circulate contact details.

Coastal West Sussex

- Local Strategic Statement 2 is being endorsed by individual authorities over the next couple of months. Work will now move on to Local Strategic Statement 3.
7. Economic Development Updates ESCC

WDC
- [redacted] will be leaving ESCC in April.
- [redacted] has recently joined the ESCC Economic Service Area as Economic Growth Project Manager working on projects funded through the LEPs Local Growth Fund.
- Growth Strategy Implementation Plan will be reviewed by ESCC will circulate to the group for any updates on projects.
- East Sussex Economic Development Officers liaison group have a standing item of their agenda on sites. [redacted] advised that planning officers should liaise and feed information and updates on sites to their Economic Development officer colleagues.

(Post meeting [redacted] circulated an email on 28/16 with further details)

8. Custom and Self-Build Housing Registers

- LPAs from 1 April 2016 must keep a register of people and groups interested in self-build sites in their area. The Regulations on specific requirements however are not out until April 2016.
- RDC has been contacted by 'Ecomotive' (a co-operative) who streamline the process of communication between self-builders.

WDC
- [redacted] was wondering whether other authorities had done anything to meet this new requirement.
- Most authorities had not done anything yet.
- SDNPA has set up an excel spreadsheet with one entry for Petersfield.

9. Research & Information Update ESCC

Development Monitoring System
ESCC
- [redacted] reported that Microsoft support will cease from April. This should not have an impact on the current use of the system however further updates and future fixes that maybe needed would not be supported.
- It is therefore an appropriate time to future review the system to update what authorities' needs are and the best system required.
- ESCC Business Analyst will initially scope out authorities requirements and options for meeting needs.

WDC
- [redacted] commented that WDC were currently planning a monitoring review which would also consider an integrated system with GIS mapping. The review of Dev Mon was therefore timely and would fit in with WDCs work in this area.

WDC
- [redacted] commented that the existing Dev Mon system worked well for RDC.

ONS
- Consultation on changes to their products. Potential changes are reducing survey size and no data analysis.

ESIF
- Recently published Earnings in brief with link on main website page to document.
- Regular Economic Updates are produced which are available on the website and are provided at TES meetings.
- Team are exploring publication notifications.

[redacted] will be leaving the team on 19 February. There will be a strategic look at how to replace her post.

10. Gypsy and Travellers

Unauthorised Encampment Reporting
- The last GTAA had identified that there could be a need for a transit site in East Sussex however better evidence was needed. A new system for reporting unauthorised encampments had then been set up and a MOU has recently been agreed.
The first lot of information collected under this new system has now been collected and the traveller monitoring group met last week to discuss how the new system and reporting form was working.

It was generally felt that the new system and form was working well.

County wide transit needs

WDC raised the issue that there was now a need to collectively look at meeting transit needs across the County. As the monitoring system was in place evidence and specific needs could be reviewed.

WDC therefore proposed that a meeting be arranged with relevant officers to discuss a joint approach in East Sussex. Reviewing evidence and identifying sites required.

All agreed. [Redacted](WDC) will organise a meeting.

11. AOB

EA Update

[Redacted] mentioned that the EA would be updating the Flood Risk climate change allowances. This may require Strategic Flood Risk Assessments (SFRA) to be revised. There is no specific date as yet for publishing the update but it is expected soon. [Redacted] will advise further at the next meeting.

Suitable Alternative Natural Green Space (SANGS) Site

WDC informed the group that the WDC now own a 26 ha site in Crowborough, it is the first SANG to be owned by the authority (the site is being funded by monies from development contributions). Further SANGS site will be in Uckfield.

WDC mentioned that WDC had recently received an Ashdown Forest Nitrogen Deposition Report which is available on their website.

Dates of Future Meetings:

- Tuesday 22 March - Friston Room, EBC offices, Eastbourne
- Wednesday 25 May – Room CC1, County Hall, Lewes
- Tuesday 26 July – Friston Room, EBC offices, Eastbourne
- Wednesday 28 September – Room CC1, County Hall, Lewes
- Tuesday 29 November – Meeting Room 1, Town Hall, Eastbourne

All meetings start at 10 am
1. Apologies:
   
   •

2. Notes of last meeting 27 January 2016:
   
   • Agreed.

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

   Self-build registers
   • Rother DC, Eastbourne BC, Lewes DC, Wealden DC and Hastings BC will all be going live with their Self-build and Custom Housing registers in the first week of April.

4. Local and Neighbourhood Plans: News and Updates

   Eastbourne

   Composite Local Plan
   • At initial stage of production.
   • SHMA has been commissioned to consultants and is expected to be completed by end of September 2016, linked with WDC work. SHLAA is about to be commissioned (due for completion September 2017).
   • First consultation on issues and Options will be summer 2017.

   Other Plans
   • Employment Land Local Plan examination hearings are on 12 and 13 May 2016.
   • Local Employment and Training Supplementary Planning Document (SPD) consultation runs 1 April to 24 June 2016.
   • Core Strategy Review on Affordable Housing will now not be taken forward in a separate document but will be included within work on the composite Local Plan.

   Lewes

   Joint Core Strategy (JCS) (Local Plan Part 1)
   • Inspectors report due 24 March 2016.
   • Due to be adopted 11 May 2016.

   The Site Allocations and Development Management Policies Document (Local Plan Part 2)
   • Autumn 2016—target to take Proposed Submission draft to members for publication and representations. Due to resource issues this timescale is under review.
Neighbourhood Plans
- Wivelsfield NP examiner has been appointed.

Other LDC news
- [Redacted] is leaving LDC mid-May
- [Redacted] is leaving LDC mid-June

Rother
Local Plan
- Development and Site Allocations Plan consultation document will be reported to members in June, with expected consultation July/August 2016.

Neighbourhood Plans
- Work on seven NP's is ongoing: Battle Town Council, Sedlescombe, Rye, Ticehurst (covers Ticehurst, Pilshill and Stonegate), Salehurst & Robertsbridge, Fairlight, Crowhurst
- Etchingham Parish Council and Burwash Parish Council have expressed a strong interest in applying for a designated NP area

Wealden
Local Plans
- Affordable Housing Delivery Local Plan to be adopted in May
- Currently lots of work going into the Local Plan and Hailsham Area Action Plan (HAAP) and commissioning evidence documents. Still aiming for Proposed Submission drafts by October.
- Also currently busy working on the SHELAA (in-house) call for sites ended in March 2016.
- CIL will become effective on 1 April 2016

Hastings
- GVA has produced a draft background paper on opportunity areas.
- Reviewing SDPs - will merge 3 existing SPDs into a new design SPD, currently working on a timetable but estimate 18 months to adoption.

Brighton and Hove
Local Plan
- ‘City Plan Part 1’ - The Inspectors report published 5 February 2016 found the plan sound. Plan will be adopted 24 March 2016.
- Issues and options paper for Part 2 – target date for consultation end of September 2016.

Waste & Minerals

East Sussex, South Downs and Brighton & Hove Waste & Minerals Sites Plan
- Formal submission of Waste and Minerals Sites Plan takes place 15 April (public notification on 18 April).
- Examination in Public is expected end of July / early August 2016

ESCC NP Information Sheet
- Neighbourhood Planning Information Sheet - has been circulated to the District’s and Boroughs and their Neighbourhood Planning Officers have passed the document on to the Parish Councils that are currently working on NP’s.
5. Joint Gypsy and Travellers Work

County wide transit needs

- At the last meeting the issue of needing to collectively look at delivering transit needs across the County was raised and it was agreed a meeting should be arranged to be organised by [Redacted](WDC).
- A Planning for Transit Needs meeting was held on 8 March, draft minutes were circulated to the group.
- It was agreed that with regard to transit sites there is no evidence that shows a current need for a further site. This should be kept under review by the working group, which will also look at appropriate site criteria, should a need be subsequently identified.
- Comment was made of the use of Bridies Tan being used for non-Gypsy/Traveller households, which should be picked up though the monitoring process.
- Most unauthorised encampments resulted from the short-term holiday or economic need from those with a permanent base elsewhere.
- Ongoing work will take place with [Redacted] at ESCC particularly regarding Bridies Tan.
- Comment was made that until there is a year of results it was generally too early to draw conclusions from the revised monitoring.
- A further Planning for Transit Needs meeting will be held in April.

6. Duty to Cooperate

East Sussex Strategic Planning Members Group (SPMG)

- Special meeting of the group to discuss the Wealden Local Plan and the London Plan took place on 23 February 2016.
- A low number of elected members were in attendance.
- The role of the group and involvement of members was discussed.

Coastal West Sussex and Greater Brighton

- Local Strategic Statement (LSS) 2 has been agreed by the board and will now be approval by individual authorities. It is being reported at LDC’s next cabinet meeting.
- LSS3 will now be progressed, including preparing evidence and looking at how the remaining housing need not been met by current plans can be best accommodated across the area, either in full or in part.
- Local Plan situation differs from East Sussex. Work is being driven forward by a few authorities who have to do an early review of their Plans. Also Arun whose Local Plan examination has been suspended by the Inspector so that further work can be done on their Objectively Assessed Housing Need and neighbouring authorities requirements.
- Group has previously commissioned consultants to undertake studies with all authorities contributing.

7. AOB

Devolution

- [Redacted] mentioned that [Redacted] had circulated request for brownfield sites. Also authorities were being asked for a profile of each of their districts, Mid Sussex had done an example containing their key characteristics.

Court of Appeal Decision on Housing Supply

- [Redacted] mentioned a key legal decision on 5 year housing supply. This has relevance for RDC and others who currently have not got a 5 year housing supply.
WDC: To circulate (see attached)

ESC: Reported that is updating the Guidance document particularly adding information on design and access and is hoping to circulate at the end of April.

WDC: Commented that further evidence work needs to be done to identify actual requirements which can be included in Local Plan documents. The work done so far with ESCC has been useful but RDC is having difficulty drawing conclusions on specific needs.

ESC: Reported that the consultation on draft recommendations finishes mid-June 2016. Generally an issue for democratic services. Most proposed changes are in Wealden.

ESC: Mentioned that they are looking into rationalising the information on ESIF due to staff resources. They will be consulting authorities on their use of ESIF such as the SA indicators - are they still relevant and used.


Dates of Future Meetings:

- Wednesday 25 May – Room CC1, County Hall, Lewes
- Tuesday 26 July – Friston Room, EBC offices, Eastbourne
- Wednesday 28 September – Room CC1, County Hall, Lewes
- Tuesday 29 November – Meeting Room 1, Town Hall, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 25 May 2016 at County Hall, Lewes (ESCC Offices)

Present:

Strategic Economic Infrastructure (ESCC)
Strategic Economic Infrastructure (ESCC)
Research and Information (ESCC)
Planning Policy (ESCC)
Wealden District Council (WDC)
Eastbourne Borough Council (EBC)
Eastbourne Borough Council (EBC)
Rother District Council (RDC)
Lewes District Council (LDC)
Hastings Borough Council (HBC)
South Downs National Park (SDNP)

1. Apologies:

- [deleted for confidentiality] (Environment Agency), [deleted for confidentiality] Brighton & Hove City Council (BHCC)

2. Notes of last meeting 22 March 2016:

- Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

Updates from the Minutes

- Item 5: County wide transit needs, bullet point 3 - MB clarified that the Wealden position was that they believed that there is currently no evidence as to whether there is a need for transit provision or not, which was noted.

Joint Gypsy and Travellers Work

EBC - [deleted for confidentiality] queried the scope of the joint working group and whether it included consideration and agreement of site criteria.

RDC - EBC has been working with [deleted for confidentiality] and has produced a criteria matrix based on information from authorities on site criteria policies.

- It was agreed that it would be useful to compare site criteria policies but that this would not lead to an agreed common policy.

EBC - It was agreed that [deleted for confidentiality] would produce a report for the next meeting on 26 July, updating the group on the work done so far by the working group including the summary of site criteria in current policies across East Sussex. The group would then agree if anything else was required by the working group.

4. Adult Social Care

ESCC - Unfortunately [deleted for confidentiality] was not able to attend the meeting as previously arranged to explain the changes to ASC including the replacement of the Housing Commissioning Team and to provide final updates.

- [deleted for confidentiality] had though prior to leaving ESCC sent information to the group including an update to the Guidance Document on Older People’s Housing for Planners and updates to the demand mapping for each authority.

ESCC - The group thanked [deleted for confidentiality] for the work that she had done.

ESCC - [deleted for confidentiality] confirmed that until the further re structure of ASC is completed [deleted for confidentiality] is overseeing the housing agenda in ASC and is the key contact for planners on older people’s housing and ASC.

LPM32
• The group discussed the need for input and more detailed evidence on older people's housing needs for Local Plans. It was agreed that there was benefit in a joint voice on making people aware of the issues and links between planning and ASC.
• The 'East Sussex Better Together' programme was discussed particularly the Housing Subgroup and whether this was a good way of engaging both on the health agenda and ASC.
• There are 3 Clinical Commissioning Groups (CCGs) in East Sussex. Two of them are part of 'East Sussex Better Together'. This is bringing together health, housing and ASC.
  • ESCC (EBC) and __________ (HBC) are representatives on the Housing Subgroup.
  • __________ suggested that she could ask _______ if he would attend a future meeting to explain the remit and scope of the 'East Sussex Better Together Housing Subgroup'.
  • All agreed this would be useful.

5. Local and Neighbourhood Plans: News and Updates

Waste & Minerals

East Sussex, South Downs and Brighton & Hove Waste & Minerals Sites Plan
• Examiner has now been appointed ————
• Examination in Public is expected to take place end of July / early August 2016.
• Responses to Inspectors questions are on the website.

Lewes

Joint Core Strategy (JCS) (Local Plan Part 1)
• Adopted by LDC on 11 May 2016.
• To be adopted by SDNP on 23 June 2016

The Site Allocations and Development Management Policies Document (Local Plan Part 2)
• Early 2017 anticipated for publication of the Part 2 proposed submission

Neighbourhood Plans
• Wivelsfield NP examiners report expected June 2016.

Staff update: __________ (currently Head of Regeneration and Strategy) will be acting as Interim Head of Strategic Policy.

Rother

Neighbourhood Plans
• Another two NP area applications have been submitted (Burwash and Etchingham).
• Work on seven NP's is ongoing: Battle Town Council, Sedlescombe, Rye, Ticehurst (covers Ticehurst, Filmwell and Stonegate), Salehurst & Robertsbridge, Fairlight, Crowhurst.

Local Plan
• Sites Plan has been delayed, will be talking to members in June with the consultation now expected in September.

Wealden

Local Plan
• Affordable Housing Delivery Local Plan (update) has now been adopted.
• Currently lots of work going into the Local Plan and Hallsham Area Action Plan (HAAP) and commissioning evidence documents.
Eastbourne

Employment Land Local Plan:
- Examination hearing took place on 12 and 13 May 2016.
- Additional work needs to be commissioned on the advice of the examiner (re viability and deliverability)
- 'Wrap-up Session' to the Examination is scheduled for 30 June.
- Decision is due (publication of Examiners report) end of July 2016.

Composite Local Plan
- SHMA - has been commissioned to consultants and is on schedule for completion by end of September.
- SHELAA -Consultants to be commissioned.
- Aiming to be out to consultation on the Plan by September 2017

Supplementary Planning Documents (SPDs)
- Work on a Draft Tourist accommodation SPD in currently underway (hoping to adopt February 2017).

Hastings

Town Centre and White Rock Area Action Plan
- Issues and Options is likely to go out to consultation in Spring 2017.
- GVA report has recently been published (retail and leisure assessment, and Urban Design Analysis).
- SA Scoping Report currently being worked on.

SPDs
- Existing SPDs are currently being reviewed.
- Three existing SPDs will be merged into a new Design SPD is planned (timetable TBC) estimate 18 months to adoption.

SDNP

Local Plan
- Plan has stalled due to staff shortages (re-structuring is currently underway) and further evidence work required.
- Further SHLAA site assessments being undertaken on new sites put forward. Consultation on new sites in November.
- Currently about 11 month delay, with Proposed Submission consultation expected September 2017.

Neighbourhood Plans
- Ditchling (Reg 14 consultation ended 26/04/2016)
- Lewes (ongoing work on producing a draft)

Gypsy and Traveller Sites
- Currently working with Brighton and Hove on sites


- The possible implications of Permissions in Principle (brought in under the Housing and Planning Act 2016) were discussed.
- Re Brownfield Register sites, there will be added weight and importance associated with the assessment of site suitability.
• With regard to PIP, there has not yet been confirmation of the details which will guide the implementation. Until these important details are finally published it is only really possible to speculate about the real implications for us.
• Possible need for joint working when it comes to implementation and interpreting the Regs.

7. Duty to Cooperate

Developer East Sussex (DES)
• An East Sussex Developer Forum (DES) is being established.
• [REDACTED] attended a TES scoping meeting on the forum so provided information on the intentions.
• The Forum is being led by SELEP and TES and is following the Kent model.
• Unblocking delivery is a key objective, a very pro-growth group. It will not address site specific issues but instead deals with generic problems and issues such as road closures for example.
• It will provide developers with a link to Councils, utility companies and the EA etc.
• The group will include a housing officer rep and a ‘general planning rep’ from the districts and boroughs. [REDACTED] had suggested that it would be helpful to have both a rural and an urban authority planning rep on the forum.
• An inaugural meeting has been arranged for the end of June.
• [REDACTED] will be giving a short presentation on growth in East Sussex at the inaugural meeting so will be able to provide further feedback at our meeting on 26 July.

8. AOB

EBC
• [REDACTED] asked about the DCLG consultation on Local Plan Progress and Local Development Scheme monitoring. [REDACTED] commented that they were only concerned with documents containing strategic issues and polices.

WDC
• [REDACTED] mentioned that Dungeness, Romney Marsh and Rye Bay has recently been designated as an SPA and Ramsar site. She asked how it would affect planning decisions. DM felt that there would be no real change as they had already known about the proposed designations.

ESCC
• [REDACTED] provided a staff update with regard to the ESCC Infrastructure Design and Delivery (IDD) Team. The majority of the work of this team since 1 May has been outsourced to CH2M as part of the overall ESCC Highways Contract (7 year contract). Four members of the previous IDD Team have stayed within ESCC providing the client interface with CH2M. They have become part of the Strategic Economic Infrastructure Team managed by [REDACTED].

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All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 26 July 2016 at EBC Offices, Eastbourne

Present:
Strategic Economic Infrastructure (ESCC)
Strategic Economic Infrastructure (ESCC)
Strategic Economic Infrastructure (ESCC)
Eastbourne Borough Council (EBC)
Eastbourne Borough Council (EBC)
Rother District Council (RDC)
Wealden District Council (WDC)
Hastings Borough Council (HBC)

1. Apologies:
- (Research and Information, ESCC)
- (Lewes DC)
- (Environment Agency)
- (South Downs National Park)
- (Brighton & Hove City Council)
- (Planning Policy & Development Management ESCC)

2. Notes of last meeting 25 May 2016:
- Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:
- None

4. Local and Neighbourhood Plan: News and Updates

Eastbourne

Employment Land Local Plan
- A further hearing took place on 30 June.
- The Inspector had required further work to be done to clarify a number of matters, including site viability studies.
- Main modifications have been produced.
- Expect final Inspector’s report in September and for the Plan to go to Cabinet in October for adoption.

Composite Local Plan
- SHMA has been delayed due to ONS data release. It is now due to be finished in September.
- Commissioned SHLAA and have made a ‘call for sites’.
- Internal workshop this week on Local Plan review.
- Issues and Options consultation still aiming for summer 2017.

Tourist Accommodation SPD
- Evidence has concluded that current accommodation is generally of poor quality.
- Therefore there is a need to improve the quality of existing provision but reduce overall numbers.
- Going to Cabinet in September to approve consultation document.
Wealden
- Affordable Housing Local Plan has been adopted.
- Currently working on evidence studies to inform the new Local Plan.
- Draft Proposed Submission Wealden Local Plan and Hailsham Area Action Plan will be produced October/November.

Hastings

Town Centre and White Rock Area Action Plan
- Work on the evidence base is ongoing.
- Commissioned consultants for White Rock area study.
- Also currently engaging with landlords.
- Issues and Options document is still likely to go out to consultation in spring 2017.

Rother

Development and Site Allocations Plan (DaSA)
- Members briefing last week raised some issues and need for further work in certain areas.
- The intention is to take the consultation draft to Cabinet on 3 October (or a Special Cabinet meeting earlier) with a view to going out to Reg 18 public consultation in October or November.

Neighbourhood Plans
- Now 9 NP Areas have been designated (Etchingham Parish and Burwash Parish were designated during June & July).
- The 9 NP’s will account for 25% of the total housing within the DaSA.

ESCC

5. Transport Update

ESCC
- Provided an update on transport issues including:
  - A27 corridor improvements
  - Rail – High Speed Rail, Lewes-Uckfield
  - Gatwick – airport capacity in the south east
  - Local Growth Fund projects – North Bexhill Access Road, Queensway Gateway Road, Eastbourne/South Wealden walking and cycling package and Terminus Road, Eastbourne
  - Local Growth Fund round 3 bids

ESCC
- The attached August Briefing for the South East LEP Team East Sussex covers all of the issues and points made in the meeting.

Item 5 - Strategic infrastructure update.

6. Gypsy and Traveller Sites

ESCC
- Prior to the meeting had circulated a Briefing Note from the working group. It outlined the work undertaken by the group including improving evidence for assessing the levels of transit need in East Sussex through changes to unauthorised encampment reporting and a review of site selection criteria policies in adopted/draft Local Plans.
- The review of policies was set out in a matrix which showed that in most cases they met or were consistent with all of the criteria within the Planning Policy for Traveller Sites. Some policies went beyond what is detailed within national policy.
WDC • thanked the County Council for taking on board additional questions as part of Unauthorised Encampment reporting and confirmed that the changes will help provide better information to inform needs and policies.
• All agreed that no more work is needed and all thanked the working group.
WDC* mentioned that WDC had commissioned a study to update the Gypsy and Traveller Accommodation Assessment (GTAA) for Wealden only and only for permanent pitch requirements, as part of the evidence work to inform the new Local Plan. This would take into account the new Gypsy and Traveller definition. A draft version of the study is expected in 2 to 3 weeks.

7. Older Peoples Housing

• At the last meeting it was decided that would contact regarding attending a future group meeting to explain the remit and scope of the ‘East Sussex Better Together Housing Subgroup’.
EBC • had contacted and though he was unable to attend our meeting in September a colleague, , would be able to attend.
• Following this Jessica arranged a meeting with Policy Planners, herself and (ESCC) on 12 July to discuss the East Sussex Better Together – Health and Housing work and particularly for input from a planning perspective into an Accommodation & Bedded Care Strategy they are producing.
• Those that had attended the meeting agreed it was very useful.
• It was requested that the meeting presentation be circulated. (ER circulated it on 27 July and the document is also attached below.)
WDC • Following the meeting had emailed , asking for the identification of the need for different types of specialist housing for each locality/district to inform Local Plan policies. He had not yet received a response.
ESCC • will still be attending our meeting in September when she will provide further information on the scope of work being undertaken and provide an update on the work mentioned at the 12 July meeting.
• mentioned that consultants currently working on the SHMA for EBC will cover an update for Older People’s Housing.

East Sussex Better Together, Health and

8. Duty to Cooperate

Developer East Sussex (DES)
• The new East Sussex developer forum had been mentioned at the last meeting .
WDC • had mentioned that she would be attending the first meeting at the end of June and would feedback to the group on any issues arising. confirmed that there was no feedback from .
WDC Devolution
ESCC • Three Southern Counties (3SC) bid, confirmed that he has been involved in the infrastructure asks as part of the bid.
ESCC • mentioned the proposals for Sub National Transport Bodies (SNTBs); though not part of devolution bids they are linked. SNTBs will set the priorities for given areas and be along the lines of the old regional transport boards.
• It has been suggested that the area covered by the South East Seven (SE7) would form the basis for the geography of the South East SNTB but would also include Isle of Wight, Portsmouth and Southampton. (ESCC Director) is the officer leading on this on behalf of the 3SC and SE7 councils.
9. AOB

Research & Information updates

ESCC

- [Redacted] mentioned information from [Redacted] which was circulated after the meeting on 27 July with the relevant links and is attached below. It included:
  - 2014 based household projections information which will be published on ESIF by the end of July.
  - Responses to proposals to change the Planning Guidance related to the use of demographic forecasts in Local Plans.
- Cambridge Econometrics is producing a new set of economic forecasts for SELEP, East Sussex and districts & boroughs to 2045. Forecasts are currently draft. Cambridgeshire CC with Cambridges Economics has offered to speak to interested parties about the forecasts.
- The group agreed to wait for the final forecasts to be circulated before deciding if there was a need for someone to come to talk to the group [Redacted] feedback to [Redacted]
- It had previously been mentioned that the Planning Development Monitoring database (PDMO) needed to be reviewed. A business analysis [Redacted] was now looking at future requirements and has asked for district and borough points of contact to discuss needs or to form a working group.
- The following contacts were provided for [Redacted] feedback to [Redacted]:
  - [Redacted]
  - [Redacted]
  - [Redacted]

FW Local Plan proposals England.me

Dates of Future Meetings:

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All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 28 September 2016 at ESCC County Hall, Lewes

Present:
Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Eastbourne Borough Council (EBC)
Hastings Borough Council (HBC)
Brighton & Hove City Council (BHCC)
Lewes District Council (LDC)

Guest Speakers

1. Apologies:
   - Martin Puchetti (Wealden DC)
   - (Rother DC)
   - (Environment Agency)
   - (South Downs National Park)

2. Notes of last meeting 25 May 2016:
   - Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:
   - None

4. Local and Neighbourhood Plan: News and Updates

Waste and Minerals
   - Examination of the Sites Plan is ongoing.
   - Proposed main modifications are out for consultation until 7 October.
   - Modifications include withdrawal of two sites: Coal Yard adjacent to Sackville Trading Estate, Hove and Whitworth Road, Hastings.

Lewes
Lewes District Local Plan Part 1
   - Has now been adopted by the SDNP
   - Judicial Review legal challenge has been made by Wealden District Council

Neighbourhood Plans
   - Hamsey NP now adopted
   - Wivelsfield NP: Referendum to take place next month

Planning Service
   - Policy team is back in the Planning Service under ___________ Directorate.
   - ___________ is still acting as Interim Head of Strategic Policy.
   - Appointment to the post will be through the Shared Services programme which is considering strategic roles first.
Eastbourne

Employment Land Local Plan
- Expect final Inspector’s report in mid-October

Composite Local Plan
- Nearly completed SHMA
- Have been working with Lewes on Affordable Housing Technical Note

Tourist Accommodation Retention SPD
- Currently out to consultation until 4 November

Hastings Borough Council

Town Centre and White Rock Area Action Plan
- Work on the evidence document is ongoing.
- Issues and Options document is still likely to go out to consultation in late spring 2017.

Brighton and Hove City Council

City Plan Part 2
- Consultation on a Scoping Paper ended 22 September.
- Draft Plan consultation aiming for November 2017. Plan will include site allocations.

Shoreham Harbour Joint Area Action Plan (involves BHCC, Worthing & Adur Council and WSCC)
- In November a Revised Draft of the JAAP is going to committee for each of the authorities involved (and will then go out to consultation in December)

Neighbourhood Plans
- Rottingdean Neighbourhood Plan: March 2017 likely date for Reg 14 Consultation
- Hove Station NP -ongoing/progressing (early 2017 Reg 14)
  - involves some very progressive thinking (e.g. approaches to parking)

Toad Hole Valley SDP Draft Pre-submission Version
- Will go to committee in January 2017 (and will then go out to consultation)

Student Accommodation
- Both the University of Sussex, and Brighton University are planning for additional 4,000 students each (so 8000 more in total) by 2020. Struggling to accommodate students, they have nowhere near the capacity needed to meet demand.
- Commissioning a study looking just at B&H area.
- Issue will though impact on a wider area and therefore need to do further work with neighbouring authorities potentially through DtC.

Community Infrastructure Levy
- Have decided to develop a CIL.

Rother District Council

- The Development and Site Allocations (DaSA) plan (Issues and Options) will be taken to Cabinet on 7 November.

ESCC 5. Research & Information update [Blank]

ESCC [Blank] provided the following updates:

East of England Forecasting Model - Economic Forecasts
• Link to updated forecasts by Cambridgeshire Econometrics produced in August had been circulated prior to the meeting – [http://cambridgeshireinsight.org.uk/EEFM](http://cambridgeshireinsight.org.uk/EEFM)
• Forecasts are provided for the SELEP area and will be used by SELEP in the revision of the Strategic Economic Plan.
• asked if the forecasts met people’s needs or whether further forecasting specifically for East Sussex needed to be commissioned.
• Other previous forecasts produced have used a slightly different methodology based on different assumptions.
• It was generally agreed that there were benefits in using the same figures for consistency.

New Electoral Boundary Divisions
• New boundaries have been decided by the Boundary Commission. They will be in place for the County Council elections next year.
• provided a link to the new boundaries following the meeting – [http://www.lgbce.org.uk/current-reviews/south-east/east-sussex](http://www.lgbce.org.uk/current-reviews/south-east/east-sussex)

Housing Flow Reconciliation – DCLG returns
• Returns were previously completed by the County Council. However the County Council no longer has the resources to co-ordinate these returns.
• had emailed authorities to explain that they needed to complete the online forms directly and that from DCLG would be in touch regarding user IDs and passwords.

Planning Development Monitoring database (DEVMon)
• No further updates on the review of DevMon
• No-one has yet been contacted by the business analyst
• Any technical issues will pass on to ICT, her team no longer has the resources to provide this support.

Population projections
• is reviewing the process of obtaining housing data including trajectories which feed into the population projections undertaken by the County Council.
• It may be more efficient to just collect data at one specific time of year; she therefore asked when the best time is to ask authorities for this information was.
• Group agreed the best time was when AMRs are produced in December.

6. Local Growth Fund (LGF)

• Programme Manager-East Sussex Growth (ESCC) provided a summary of the LGF rounds of funding.
• Rounds 1 and 2: various schemes were approved and have/are been delivered in East Sussex including:
  o North Bexhill Access Road
  o Queensway Gateway Road
  o Newhaven Food Alleviation Scheme
  o Eastbourne/South Wealden walking and cycling package
  o Terminus Road, Eastbourne
  o Swallow Business Park, Wealden
• Growing places fund has all been invested mainly in Rother and Hastings.
• Round 3: project bids have been submitted, a decision is expected at the autumn statement. 5 projects in East Sussex are:
  o Sea Change Sussex B1 Office Space projects throughout East Sussex
  o Devonshire Park Regeneration: Eastbourne
  o Charleston Centenary Project: Charleston House (outside Polegate)
  o Newhaven Eastside South Business Park
  o Newhaven Movement and Resilience Package (MARP) - (Joint SELP & C2C bid)
• Round 4: no official announcement yet, however starting to think of projects as other rounds have required information at short notice after being announced. SELEP and C2C are working together on this. Key requirement for projects is to show link with development/Local Plans.

ESCC Scheme Enabling Fund (SEF)
• Small fund which is used towards helping schemes to develop by providing funding for feasibility studies and business case development.
• Also used to unlock stalled sites and help bring these forward for development.
• Looking to target more rural areas which have not so far benefited from other funding sources.

7. Duty to Cooperate

Developers East Sussex (DES)
• BH provided feedback from the latest meeting held the day before (27 September)
• Group’s aim is to find practical solutions to bringing forward sites.
• Bringing planners and developers together as well as utilities.
• Key area is delivery of utilities and broadband.
• Impact from DCLG changes to minimum requirement for broadband, this will require everyone to work together so that it does not impact on viability.
• Potential changes to Starter Homes, heard government less keen as feel it does not help housing need.
• HCA are rewriting regulations – due end of year/beginning of next.
• Group needs more developers to attend, so asked if officers could encourage them to attend.
• Meetings are held once a quarter.
• Future meetings will have different focuses.

Coastal West Sussex and Greater Brighton Strategic Planning Board
• Informed the group that the Board was commissioning a study to review the Housing Market Areas and consider whether the current boundary is correct.
• The Study will be presented at the January Board.
• Following the meeting LH provided the brief for the study.

BHCC

CWS&BGB Definition of HMA's & FEAs Prc

BHCC
• had heard that there would be an announcement in the autumn statement on strategic planning. General feeling in government was that DtC was not working so they would be making recommendations regarding plan making at a strategic level.

8. East Sussex Better Together (ESBT) – Health & Housing

• At the previous meeting in May it was agreed that it would be useful for someone to attend to explain the remit and scope of the ‘East Sussex Better Together Health & Housing Subgroup’ particularly around Older People’s Housing.
• [Redacted] (Adult Social Care, ESCC) and [Redacted] Health & Housing ESCC/EBCC) therefore attended for this item giving an overview on ESBT, key issues for older people’s housing, links with planning and future work on identifying specific housing needs.

Context and aims
• ESBT was set up 2 years ago
• Combines adult social care and health.
• Economic challenges mean cannot work separately.
• Social Care Act also encourages partnerships.
• Recognise link between housing and health.
• Set up subgroup therefore to consider housing issues and look at health and adult social care needs together.
• Are developing a strategic approach for areas which have historically been looked at separately.

Key themes/issues/solutions
• Different levels of needs and types of housing – general needs housing adapted, sheltered, supported, extra care – residential and nursing care homes.
• Key aim to enable people to stay at home for as long as possible.
• Undertaking different pieces of work to achieve this including:
  o Adaptions
  o Technologies
  o Integrated services
  o Combining budgets
• Asking the question are you in the right accommodation? And addressing problems earlier.

Link with Planning
• To ensure the correct distribution of accommodation engagement with planners is critical.
• Need to develop tools for managing/responding to applications. What developments can and cannot be supported.
• Clearer information is therefore required on what is needed.
• Know that there is an oversupply of residential care homes in the coastal strip but a deficiency in rural areas.
• Developing an ‘Accommodation and Bedded Care Strategy’ which will provide an overarching position on what is needed. Information on needs will be broken down by district/borough and CCG area.
• XX has started the evidence base using information in Local Plans and SHMAs. However she will need further data from planners.
• XX will therefore provide an overview for each District and Borough and what extra data is needed.

9. AOB

BHCC
• XX asked if authorities were changing their policy regarding affordable housing requirements on small sites following the appeal decision that authorities can require this on developments below 10 if there is local evidence/circumstance to justify this. BHCC require affordable housing for units of 5 units and over.
• EBC and LDC are sticking with the 10 dwelling threshold.

Dates of Future Meetings:
• Tuesday 29 November – Meeting Room 1, Town Hall, Eastbourne
• Thursday 26 January 2017 – Room CC1, County Hall, Lewes

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 29 November 2016 at Eastbourne Town Hall

Present:

Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Eastbourne Borough Council (EBC)
Hastings Borough Council (HBC)
Lewes District Council (LDC)
South Downs National Park (SDNP)
Wealden DC (WDC)
Rother DC (RDC)

Guest Speakers

Children’s Services (ESCC)

1. Apologies:

- None

2. Notes of last meeting 28 September 2016:

- Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

Older Peoples Housing – East Sussex Better Together

- ESCC provided an update from Children’s Services and circulated a draft section of the Accommodation & Bedded Care Strategy for initial feedback.
- The document is very much a working draft. They have GIS maps and much more detailed data to add. They are also keen to overlay the information with the wider estate strategy under development so that it can be more specific of where the older person’s accommodation should be located to link in with health and social care services.
- The first drafts of the completed older persons sections for all Districts & Boroughs will be circulated before Christmas.

Initial points raised:

- Generally welcomed the information on demands.
- What do the demand figures mean in planning terms? E.g. how many and size of developments?
- Keen to have more specific detail on locations or smaller geographies below district level. (hopefully this is covered by the additional detail mentioned)
- SDNPA was keen for there to be a breakdown for the SDNP area. If not a separate section could the Lewes section at least have a breakdown for Lewes Town in particular?
- Could there be information on adaptable housing?
- How are losses being dealt with?
- What was the timetable and stages for the Strategy development? Are there key deadlines and when would it be in the public domain?

ESCC

- The group were also keen for [name] to attend the next group meeting in January.

ESCC

- Will pass the comments to [name] to find out current timetable and ask if [name] and/or [name] could attend the next meeting. (circulated email response from [name] to the initial points on 9/12/16)
4. Housing Data and Trajectories

Context
- ESCC are seeking to enhance the way we produce dwelling led population projections for service planning, and exploring a set of common sub-district geographies to allow us to create District & Borough and Clinical Commissioning Group level projections that would equate to consistent County level projections.
- ESCC had circulated a diagram explaining the population projection methodology showing the aggregation of housing provision and trajectories to the sub-district areas.
- As part of the process we need to input housing numbers. At the moment different departments and teams within ESCC gather growth and housing data separating making a number of requests to District and Borough’s.
- ESCC wish to simplify this process to make sure District and Borough’s workload is reduced and inputs are consistent and agreed with local planners.

Housing data and trajectories templates
- ESCC officers have produced draft spreadsheet templates for District and Boroughs to complete on housing data and trajectories. These had been circulated prior to the meeting.
- ESCC explained the spreadsheets will provide data required for both population projections and school pupil forecasting.
- ESCC commented that it was important that housing data summed to Local Plan figures (in the past this has not always been the case) or there was an explanation/rational for why numbers were different. The new templates should help with this.
- ESCC assured the group that though ESIF projections will be based on the data provided, it will only be the projections and not the data behind them that will be on ESIF.
- ESCC confirmed that they can still run projections outside for this exercise for testing options in emerging plans.

Ward and Parish data
- Data geography required is slightly different for different projections therefore figures are needed at both parish and ward level.
- ESCC explained that in most cases ward figures can be built up from parish data but there are a few areas in Wealden and 3 in Rother where this cannot be done. This is highlighted in the templates.
- The group queried the need for both levels of data but ESCC explained that school catchment areas are by town or parish boundaries but other services use data at ward level and some statistics also come in by ward level, therefore both sets are required.

Use of numbers in emerging plans
- Currently Wealden is in this situation.
- Agreed to generally use figures in the latest published document.
- Important that there is a discussion on which document figures to use and get agreement that all are comfortable with.

SDNPA
- SDNPA asked about how the figures for SDNP should be shown, as it is currently covered in 3 separate areas.

ESCC
- ESCC has in the past only asked District & Boroughs for figures. LDC currently provides figures for the whole of the district including Lewes town. WDC and EBC do not monitor the areas in the SDNP, though there is not much development in these areas.
- ESCC will consider further and will bear this in mind when looking at data particularly from LDC.

Timing
- All agreed to the principal of completing the spreadsheet once a year. To tie in with producing the AMR in December it was agreed that the best time for this was January.
- Actual figures would be up to the previous April with figures after that being projections.
- Completions data can also be repopulated using Dev Mon.

Windfalls and dwelling mix
- ESCC explained that overall district/borough windfall figures need to be proportioned for pupil forecasting. It would therefore be helpful if this is done by districts & boroughs through the
spreadsheet. If this information is not provided, will have to do it. In the past he has based it on the last 5 year small site completions.

- The data is only used for the forecasts so best estimates are fine. Figures can be provided with caveats.
- There was concern over the difficulty of providing a dwelling mix beyond a 5 year period.

ESCC

reiterated that this should only be indicative and give a feel for the mix expected so that it is reflected in pupil forecasting where the mix is important. Sheltered housing breakdown should only be included if it is in the plan so that numbers total.

Next steps

ESCC

will make a few minor revisions and will recirculate.

- Agreed end of January deadline for competing spreadsheets.

5. Local and Neighbourhood Plan: News and Updates

ESCC Waste and Minerals Sites Plan

- Examiner has issued his report on the Sites Plan and found it sound.
- Will be adopted early next year.
- Reviewing mineral policies.

Hastings Borough Council

Town Centre and White Rock Area Action Plan

- Issues and Options document is still likely to go out to consultation in late spring 2017.
- Work on the evidence document is ongoing.

Eastbourne

Employment Land Local Plan

- Adopted 16th November (JR period expires 28/12/16)

Composite Local Plan

- SHELAA work ongoing
- Lots of evidence documents are to be commissioned.
- Target for Issue and Options consultation is September 2017

- New Planning Officer has joined EBC.

South Downs NP

Local Plan

- Groups of policies are going to committee separately for approval. The plan will then be pulled together.
- Undertaking parish consultations sharing sites and copying information to District and Boroughs.
- Publishing Proposed Submission draft in September 2017 for representations but full document will be in the public domain in June when it is published for committee approval.

Neighbourhood Plans

- Pre-Reg 14 work is ongoing on the Seaford Neighbourhood Plan and the Newhaven Neighbourhood Plan.

SDNP Consultancy Services

- Consultancy Services provided by SDNP has now been launched (carrying out NP preparation work outside of the SDNP for Parish Councils and Districts & Boroughs)

Lewes

Joint Core Strategy


Sites Plan

- Proposed submission consultation spring 2017.
Neighbourhood Plans
- Wivelsfield NP: Referendum voted in favour of the NP on 27 October 2016 (subsequently Made on 7/12/16)

Wealden
Local Plan
- Proposed Submission draft expected to be taken to Full Council in Feb 2017 with a view to consult in March 2017. But dependent on evidence base.
- PAS is helping with issues around DtC. Aiming to hold a joint meeting with neighbouring authorities in January with a focus on Housing Market Areas.

Neighbourhood Plans
- Most of them are currently at quite an early stage (Pre-Reg 14)

Rother

Development and Sites Allocation Plan
- Out to consultation for 10 weeks from 12th December

Neighbourhood Plans
- Sedlescombe Reg 16 Consultation ends 23rd Jan 2017
- Salehurst and Robertsbridge Reg 16 Consultation will start in Jan 2017

6. Autumn Statement and Housing White Paper

- Autumn Statement did not include much detail on decisions or funding. A new Housing Infrastructure Fund was announced which will support the construction of new homes but no detail was given on where or how this will be spent.
- Expected the decisions on successful bids for the Local Growth Fund round 3 but this has been delayed and should be announced over the next few weeks. Only overall figures for regions were provided - £492m for London and the south east.
- Housing White Paper publication has also been delayed until next year.

7. Duty to Cooperate

Coastal West Sussex and Greater Brighton
- Holding an event in January 2017 on Housing Market Area study conclusions.
- Findings will feed into work on the Local Strategic Statement 3.

East Sussex Strategic Planning Members Group
- [Redacted] asked when the next meeting should take place.
- Generally agreed that there was currently no need to have a meeting as there was nothing substantial for members to discuss.
- Agreed meetings should be held as and when needed. The forum is established and therefore a mechanism is available should an issue come up that needs to be discussed by members across authorities.
- Housing white paper may raise issues which need to be discussed at this forum.

8. AOB

Future meetings
- Agreed to continue with the current frequency and alternating venues will liaise with on dates for 2017.
Future Meeting Dates

- Thursday 26 January – CC1, County Hall, Lewes
- Thursday 30 March – Friston Room, EBC offices, Eastbourne
- Thursday 25 May - CC1, County Hall, Lewes
- Tuesday 25 July – Friston Room, EBC offices, Eastbourne
- Thursday 28 September – CC1, County Hall, Lewes
- Tuesday 21 November - Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 26 January 2017 at County Hall, Lewes

Present:

Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Eastbourne Borough Council (EBC)
Eastbourne Borough Council (EBC)
Hastings Borough Council (HBC)
Lewes District Council (LDC)
South Downs National Park (SDNP)
Rother DC (RDC)

1. Apologies:

- Wealden DC
- Environment Agency reported that is now on maternity leave. The EA are happy to still receive the group agenda and minutes but will only attend in person when there is an agenda item which is of interest to them or they have something they need to bring to our attention.

2. Notes of last meeting 29 November 2016:

- Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

Housing White Paper
- Publication has been delayed further.

4. Older People’s Housing – Accommodation & Bedded Care Strategy

ESCC/EBC) attended for this item and provided an update on the work.

Overview

- East Sussex Better Together programme brings housing and social care together to provide better services and enable savings to be made.
- Currently there are no overarching principles and numbers on older people’s housing and needs.
- A county overall map on needs is required, therefore they decided to produce a strategy

Accommodation & Bedded Care Strategy

- Started with producing the older persons section of the Strategy with a focus on over 75s including care and support needs.
- Have collated base line data projected to 2039 based on NHS information. Also been working with providers on collating information and developing the strategy.
- Definition needed on what different types of housing are e.g. sheltered. This is proving quite challenging.
- Strategy includes links with estates work and certain service offers.
- The work has identified for example that there are empty residential beds but demand for nursing care needs. They are therefore considering the upgrade of spare residential beds to cater for some nursing care needs.
- Strategy also includes design principles. This has been easier for extra care where there is HAPPI Standards but there are no standards for residential care.
• Recently have been agreeing data and what provision we need. The conclusions are leading to bold statements which need careful consideration. Also the strategy needs to make sense and cannot cause chaos in the market. All of which is delaying the process.
• Now close to a position where they can circulate information. A draft section with gap analysis should be available at the end of this month.
• Once Older People’s section is published they will move onto the mental health section.

Links to Planning
• Aim is to influence policies in Local and Neighbourhood Plans.
• For example policies on adaptable properties – what proportion within developments.
• RDC is currently consulting on policy options on this issue as part of their DaSA Local Plan consultation.
• The substantial data on supply and needs will be a useful tool to use when considering development proposals and to challenge some developments over needs.
• Also in parallel running an Older Persons Housing Needs survey in February. Results will feed into the overall strategy.

5. Local and Neighbourhood Plan: News and Updates

Rother
• DaSA Issues & Options out for consultation until 20 February.

Neighbourhood Plans
• Sedlescombe Reg. 16 consultation finished on 23 January now appointing examiner.
• Robertsbridge has submitted their Plan. Aiming for beginning of February for the Reg 16 consultation.

Eastbourne
Composite Local Plan
• Continuing to work on evidence base.
• SHLAA ongoing.
• Issues and Options consultation expected in the autumn.

Hastings
Town Centre and White Rock Area Action Plan
• Work on the evidence documents is ongoing.
• Consultation on the White Rock master plan is due in February.
• Issues and Options consultation now expected in the autumn.

Lewes
Joint Core Strategy
• Judicial Review legal challenge hearing in February, expect Inspector’s report in March.

Sites Plan
• Plan timetable is on pause due to the Core Strategy judicial review.
• Consultation likely now to be in the autumn.

SDNPA
Local Plan
• Finalising the Pre-Submission Local Plan for consultation in the autumn.
• Tranches of draft Plan policies are currently going to planning committee to endorse their direction.
• The Plan will then be pulled together and go back to committee in June and to the NPA in July for approval to publish.
• Also meeting with authorities for their inputs into the Plan.

Neighbourhood Plans
• Lewes Town - due to consult soon, currently considering more sites.
• Ditchling, Streat & Westmeston - out on consultation until 28 January.

Waste and Minerals
Sites Plan
• Currently going through the adoption process with the three authorities after being found sound by the inspector.
• It will be going to ESCC Full Council on 7 February for adoption.
• Also recommending a review of the mineral policies, mainly to reconsider aggregates provision. First part of this will start later this year.
• Local Aggregates Assessment has been agreed for publishing.

6. South Marine Plan Consultation

• The Marine Management Organisation (MMO) is consulting on the South Marine Plan until 27 January. They aim to adopt the Plan in the spring.
• Introduced the item and commented that it is mainly important/useful for development management officers and enforcement.
• Policy planners though will need to have regard to how the Plan will affect allocations on coast/tidal waters. If development affects the Marine area policies need to have regard to the Plan.
• RDC has responded to the consultation with minor comments.
• ESCC has responded with minor comments mainly regarding mineral aggregates.
• ESCC has considered the plan and generally agree that there is not much for policy planners, mainly for DM officers. Plan does have regard to Local Plans and is compatible with them.

ESCC • ESCC has attended a workshop on the Plan. At the workshop they requested feedback on implementing policies. ESCC has the reply form and is happy to also include any comments from other authorities. Response deadline is 1 Feb.
• MMO does not have much resource therefore it will generally be down to other authorities to implement the strategy.
ESCC • ESCC recommended officers look at the MMO website which has a lot of useful information and interactive mapping - Marine Information System (MIS).

7. Duty to Cooperate

Coastal West Sussex and Greater Brighton
• Appointed GL Hearn to undertake a review of Housing and Functional Economic Market Areas and linkages within and across the area.
• Presentation event on the draft study findings was held on 6 January 2017.

WDC • WDC had attended.
• The findings for the East Sussex side of the study area, Lewes District, concluded generally what we already thought: that the links between Lewes and Eastbourne/Wealden are relatively weak and that the strongest link for Lewes is to Brighton & Hove with also links to Mid Sussex, Crawley and Horsham from the north of the district.
• Following the meeting the report will be finalised and be presented to the Strategic Planning Board on 6 February.
• Study findings will feed into work on the Local Strategic Statement 3.

8. AOB

R&I update
• ONS have taken over responsibility from DCLG for household projections.
• The next set will be published in 2018.
• ONS will be undertaking a technical consultation on the household projections methodology.
will circulate further information.

SDNPA • mentioned a new community led housing fund. It is based on the percentage of second homes in an area. There is uncertainty on how people are using it and what the restrictions are.

**Future Meeting Dates**

- Thursday 30 March – Friston Room, EBC offices, Eastbourne
- Thursday 25 May - CC1, County Hall, Lewes
- Tuesday 25 July – Friston Room, EBC offices, Eastbourne
- Thursday 28 September – CC1, County Hall, Lewes
- Tuesday 21 November - Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 30 March 2017 at Eastbourne BC Offices

Present:

- Strategic Economic Infrastructure, ESCC
- Strategic Economic Infrastructure, ESCC
- Waste and Minerals Planning Policy, ESCC
- Research and Information, ESCC
- Eastbourne Borough Council (EBC)
- Hastings Borough Council (HBC)
- Lewes District Council (LDC)
- Rother DC (RDC)
- Wealden DC (WDC)

1. Apologies:
   - South Down National Park Authority
   - Brighton & Hove City Council
   - Environment Agency

2. Notes of last meeting 26 January 2017:
   - Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

   Older People’s Housing
   - Unfortunately [redacted] was unable to obtain a current update on the Accommodation & Bedded Care Strategy and when a draft will be available for officers prior to the meeting, she will continue to follow this up with [redacted].
   - Previous information had been circulated on the Older Persons Housing Needs survey launched by ESCC in February, the results of which will feed into the Strategy.

   Marine Planning
   - [redacted] informed the group that there are proposals to extend the Dungeness, Romney Marsh and Rye Bay SPA to create a new marine conservation area.
   - ESCC commented that ESCC was aware of this and had looked at the implications from a County Council perspective.

4. Update on 3SC Infrastructure Strategy and Sub National Transport Body

   3SC Infrastructure Manager (ESCC) attended for this item

   - [redacted] gave a presentation on the development of the Sub National Transport Body in the South East and the 3SC Infrastructure Strategy and the key links/overlap between the two.
   - Justification for both is the coordination of investment to enable economic growth.
   - Currently there is a gap at planning infrastructure at a sub-national level both aim to help fill that gap.

Sub National Transport Body (STB)

- The STB will be a multi-agency statutory body including: Transport Authorities, LEPs, DIT, Highways England, Network Rail, ports and airports, transport operators.
- It will take two years to be established and will produce a Transport Strategy with a timeframe up to 2050 in line with the transport plan in London.
- Once approved the SoS will have to have regard to the strategy.
3SC Infrastructure Strategy
- 3SC devolution deal is currently on hold until after the election.
- Work, though, is continuing in order to strengthen our case.
- Even if the deal does not happen it is felt that there are benefits with progressing with certain joint areas of working including: skills, digital and infrastructure.
- An Infrastructure Strategy will be developed across the 3SC area which will link with the work being undertaken for the STB Transport Strategy.
- First stage is an update of the 3SC financial model which will include information on development levels and infrastructure projects. This will be an amalgamation of information in Local Plans and IDPs.
- This will feed into a strategic spatial statement and an infrastructure strategy.
- RBC asked authorities to send any comments particularly on the proposed Vision.
- RBC commented that the different geographies of the 3SC and STB areas was confusing and was unsure how the work would interrelate.
- ESCC responded that the different geographies were not ideal but that we had to work with the current situation. He further commented that there was a need for a spatial dimension to development and infrastructure at a sub-national level and that we could lose out on potential funding opportunities if it was not done.
- ESCC commented that the spatial statement on housing and infrastructure would be very useful to inform minerals planning.
- A 3SC Infrastructure Strategy Workshop will take place on 4 April which will provide further information on the development of the Strategy.

Local Plan Manger
Pres 30 Mar 2017.ppt

5 Wealden Local Plan Changes

WDC: provided an update on the Wealden Local Plan (WLP).
- WDC reported the draft Proposed Submission to their Planning Committees on 13 March and then to their Full Council on 22 March.
- The overall growth figure has now been reduced to 11,456 dwellings over a reduced plan period of 2013 to 2028.
- The report recommendation was changed from approving the Plan for publication to welcoming progress on the plan, supporting the strategic direction and agreeing that the Plan is brought back to Full Council for approval at the earliest opportunity.
- This change was due to key evidence documents including the HRA and SA needing to be available to Councillors before they could approve the Plan for publishing.
- WDC will now work on completing and collating the evidence base and finalising documents.
- There is currently no date confirmed on when the Plan will go back to Full Council.

ESCC: also mentioned that transport and education modelling and forecasting work on the revised growth figures and plan period needs to be undertaken and that ESCC is meeting with WDC to discuss this, no timetable for this additional work is currently available.

EBC: also mentioned that EBC is meeting with WDC to discuss the implications of the Plan changes.

Evidence on the nitrogen deposition impact on the Ashdown Forest has also led to a moratorium on all but a few planning applications until compensation measures can be put in place. Only applications which can show they will not increase traffic on the Ashdown Forest will be approved.
6 Local and Neighbourhood Plan Updates

**Eastbourne**
Composite Local Plan - continuing to work on evidence base:
- SHMA is finished
- SA Scoping, SHELAA and EDNA (Economic Development Needs Assessment) all ongoing
- Affordable Housing SDP (going to Cabinet in May)
- Statement of Community Involvement currently on consultation
- Issues and Options consultation expected later this year.

**Lewes**
Joint Core Strategy
- Local Plan Part 2 remains paused due to the Core Strategy JR, waiting to see if there is an appeal on the decision.
- JR decision quashed Policies SP1 and SP2 for the SDNP area of the plan. Currently considering the implications of this for the whole Plan and the impact on the 5 year housing supply.

Neighbourhood Plans
- Newick NP - having been judicially Reviewed it is now going to the Supreme Court (due to challenge by David Lock Associates)
- Newhaven NP Reg 14 consultation expected soon

Lewes and Eastbourne Shared Services
- Phase 1 is currently being done and includes Planning Policy.
- Head of Planning has been appointed
- Other appointments to the shared Planning Policy Team will be announced in April.
- Development Management Teams are within Phase 2 which will take place in 2018.

**ESCC Waste and Minerals**
Waste and Minerals Local Plan
- Sites plan adopted February 2017
- A review of mineral policies is currently underway mainly to reconsider aggregates provision. It is not expected that the policy review will have to consider waste policies.
- Call for sites in summer/autumn.

**Wealden**
Neighbourhood Plans:
- Lots of Parishes have expressed an interest in NP but there have not been any recent new designated NP areas.
- 8 NP areas currently designated.
- Herstmonceux Reg 14 is currently on consultation until 19 May.

**Rother**
Part 2 Local Plan - DaSA
- Processing responses to consultation which ended in February
- Meeting with authorities to resolved issues.
- Proposed Submission expected October.

Neighbourhood Plans
- Sedlescombe NP examination to take place in the summer.
- Salehurst & Robertsbridge NP Reg 16 Consultation finished 24 March.
Hastings

Hastings Town Centre and White Rock Area Action Plan

- White Rock Masterplan: document will be available end of April (will not be a consultation document)

7 Housing White Paper

- General discussion on the Paper and responding to the consultation.
- ESCC is intending to respond but other authorities probably will not, mainly due to resource issues.

8 Duty to Cooperate

- No updates.

9 AOB

DEVMON review

- A new ESCC ICT business analysis is now considering this.
- Districts and boroughs should be contacted soon if they have not already.
- [Redacted] concerned with its loss and suggested a working group was needed to consider options.
- [Redacted] commented that the investigation at this stage is primarily to find out what data is needed by all authorities, to get a better understanding of what systems people have and what is required in the future.

Future Meeting Dates

- Thursday 25 May - CC1, County Hall, Lewes
- Tuesday 25 July - Friston Room, EBC offices, Eastbourne
- Thursday 28 September - CC1, County Hall, Lewes
- Tuesday 21 November - Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
1. Apologies:
   - Hastings Borough Council
   - Rother District Council
   - Environment Agency

2. Notes of last meeting 30 March 2017:
   - Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:
   - None

4. SELEP Strategic Economic Plan Refresh & Developer East Sussex (DES) Scheme Project Pipeline

   ESCC (ESCC) attended for this item

SELEP Strategic Economic Plan Refresh
- Currently appointing consultants to support the new SEP. Did not appoint on the first round of tenders, currently progressing 2nd round of tendering.
- Engagement on the Plan will be through the federated boards e.g. TES.
- Planners should therefore feed into the process through officer reps on that forum.
- First engagement with consultants will be a TES workshop on 17 July which will just include members of TES – Councillors and officers.
- A second round of engagement will take place later in the year and will include a wider business group and public representatives.
- Last draft of Plan will be produced early next year.
- The SEP will provide the strategic ambitions of the LEP. Lower level Plans/strategies will follow as they sit underneath the SEP, such as strategic infrastructure, skills and business support.
- Plan covers a 5 year period with a focus on delivery and unlocking development sites.

ESCC
- Highlighted the need for the impact on mineral resources and how these will be managed to be considered as part of the Plan.

Developer East Sussex (DES)
- The aim of the forum is engagement with developers and bringing people involved in the development industry together.
  Coordinator role
- In the process of appointing a consultant to support the group. It is likely to be [name redacted] who currently runs Kent developer forum.
Role will be central point of contact including creating links between developers and funding sources. They will be a voice for developers and for DES.

It is hoped that the role will eventually be self-sustaining by charging a membership fee to developers and businesses.

ESCC Protocol is at the final draft stage.

The group however were unaware of it and had not seen any drafts of the document.

It is thought to be based on the Kent Planning Protocol and focuses on site delivery and getting developer buy in.

ESCC will obtain and circulate the latest draft of the document and confirm who has currently been involved in its production.

East Sussex Planning Protocol msg

All to be aware of this and feed through sites when appropriate, also to liaise and discuss with colleagues.

LDC

ESCC highlighted the emerging brownfield site registers as a mechanism that might identify sites in the future which could benefit from assistance.

5. Older People's Housing - Accommodation & Bedded Care Strategy

ESCC provided an update from East Sussex Better Together Partnership on better integration of housing, social care and health services. This includes producing an Accommodation & Bedded Care Strategy.

ESCC had previously spoken to the group about the Strategy and sharing drafts including data on supply and demands.

ESCC are still keen to involve planners in the process and to share information wherever possible. The scope however keeps widening as it involves a broad range of services and interrelated issues so there has been a delay in providing information.

However they are piecing together the baseline situation part of which is the data from the Older Persons Housing Need Survey.

ESCC had previously circulated the Survey Report and a request for any comments.

ESCC continues to press for any updates on the group's behalf including an idea of initial findings, key headlines, challenges and the wide scope of the work.

Gap analysis reports

ESCC circulated draft data reports from for each of the districts and boroughs which aim to establish the baseline.

They are first confidential drafts, with a strong health warning on figures. At present they relate to national baselines which will need to be sense checked with local input from a range of sources. The strategic policy direction may also change needs.

They however provide some indication of the issues including areas of oversupply.

Currently they are District and Borough ‘standalone’ documents. This is suitable for housing but other services (residential care, nursing care and even extra care) would want it configured as a county wide distribution as authority borders are less relevant for these services.

Initial feedback on format, how to give more local insight and general approach would be helpful.

The documents cover housing authority areas so did not include a specific document on the SDNP. asked if possible for data to be provided just for the SDNP area particularly Lewes Town.
• The group welcomed the information and raised a few initial points to clarify and correct which will feedback to before circulating revised versions. These included correcting Rother Core Strategy figures, formatting issues, links to the Strategy, the overall context and general information on how this will be taken forward and timescales.

ESCC  • also mentioned that they had been keen to work with one authority as a pilot. She will confirm whether this is still the case and whether volunteers were requested.

C2/C3 use class definition
• raised the issue of defining C2/C3. They are currently seeking a legal opinion on the issue and wondered how other authorities were dealing with it.
• Currently planning applicants were arguing that two hours a week support meant that housing fell within C2 ‘residential institutions’ rather than C3 ‘dwelling houses’ thus reducing/avoiding CIL/infrastructure contributions and affordable housing. Therefore a robust definition of C2 and C3 was required.

WDC  • thought that WDC were taking a hard line on this, she will look into it and feedback to the group.
• in past jobs had used a tight definition.

ESCC • suggested also contact for an opinion.

6. Local and Neighbourhood Plan Updates

SDNPA
Local Plan
• Proposed Submission Plan will go to Planning Committee in June and then all members in July for approval to publish for representations.
• If approved consultation will begin on 11 September.
• Aiming to submit early 2018.
• Producing a separate Area Action Plan for site at Shoreham Cement Works.

Neighbourhood Plans
• Lewes Town NP is out on consultation

Waste and Minerals
• Holding meetings with authorities on Waste and Minerals Conservation Areas both development management and policy. To discuss how they operate and the consultation process.
• Undertaking a review of mineral policies.
• Call for sites in August/September.

Brighton & Hove
Part 2 – sites and development management policies.
• Scoping
• Drafting policies
• Consultation in spring next year.

DC issues
• They will shortly be contacting authorities about two cross boundary issues: Gypsy and Travellers and Student Accommodation.
• A Study has raised the need for more purpose built student accommodation beyond the sites identified in Brighton & Hove. They are therefore looking outside of the City area to meet demand. Initially looking at transport corridors so Shoreham to Seaford. Brighton University are interested in this approach as they believe high prices in Brighton & Hove are putting students off.

Eastbourne
Composite Local Plan
• Issues and Options consultation now expected next year.
Lewes
Local Plan Part 2 – Sites Plan

- Aiming to take Proposed Submission version to Full Council for approval to publish in October.
- Consultation for representation will be shortly after if approved.
- Updating IDP to support Plan.

Neighbourhood Plans
- Newhaven NP is out on consultation
- Seaforad NP SA scoping report out on consultation

Habitat Regulations Assessment (HRA)
- Updating HRA following High Court decision. This will also cover Neighbourhood Plans, so Town and Parish Councils are advised not to submit their Plans until this work is completed.
- Working with SDNP on traffic modelling and legal advice to support the revised HRA.

Wealden
Local Plan

- Continuing to produce evidence documents which will support revised Local Plan Proposed Submission.
- No timescales for when the Plan will be reported back to Full Council for approval to publish for representations.
- Confirmed that transport modelling and education forecasting are currently being undertaken on the revised housing figure.

Neighbourhood Plans
- Herstmonceux NP consultation has just ended.
- Hellingly NP is likely to be next with a consultation by the end of the year.

7. 3SC Infrastructure Strategy Data Request

ESCC
- Further to [redacted] attending the last meeting and the workshop in April, [redacted] provided an update on data requirements and the input needed from authorities.
- [redacted] had previously re-circulated the presentations which provide the context and highlight the information/data that will be required from authorities.
- A request for information will shortly be sent out to authorities and will include: the context and purpose of the exercise, the spreadsheet/data templates and instructions on how to complete these.
- The objective of this exercise is to establish a comprehensive database of information on the infrastructure investments that is and will be needed to support the development of both housing and employment sites across the 3 counties. This will feed into the work on devolutions and the sub national transport body.
- Information will be required on: infrastructure projects, housing data and employment data.

ESCC
- The three counties have been refining the templates and [redacted] has been inputting into this process to ensure East Sussex perspective is considered including existing data sources.

infrastructure projects
- Information is required on projects which support the development in Local Plans – specific projects or overall needs, e.g specific school extension or additional school places.
- Details required on location, development that is dependent, costs, existing funding and timescales on delivery. Most of this information will be in existing IDPs.
- ESCC will cover County Council infrastructure.

ESCC
- Information is required on location and timing.
- Location should be as specific as possibly for sites over 6 dwellings.
- Anticipated timing of completion within three 5 year blocks of time.
- Information should be in AMRs, Local Plans and the information provided to ESCC for demographic/education projections earlier this year.
Employment data
- Information required on employment floorspace for B1/B2/B8 uses.
- Details on specific sites if known or lowest geographical area e.g. settlement, parish or district/borough.
- The information request will be circulated mid-June with responses back mid-August.
- It was acknowledged that SDNP would need to work with LDC to ensure coordinated responses.

8. Duty to Cooperate

Ashdown Forest Working Group
- A cross authority working group (including SDNP, LDC, WDC, ESCC) has been established following the High Court Decision on the Lewes District Joint Core Strategy in regard to Ashdown Forest Special Area of Conservation (SAC) and its implications for undertaking HRAs.
- The first meeting was held on 9 May. ESCC had previously circulated the note from the meeting.
- Authorities at the meeting agreed:
  - to work collaboratively on addressing the in combination effects of traffic generation on Ashdown Forest and other SACs;
  - to share information and existing work to assist in traffic modelling for HRA work; and
  - to set up an officer working group.
- It was suggested that Rother District Council, Brighton & Hove and Crawley may also be impacted by the decision and would be interested in joining the group.
- Next meeting has been organised for 21 June.

- It was agreed that the group would be useful in developing a long-term solution to the issue and that there was benefit in authorities working together on this.
- However the group’s help and partnership work in achieving short term solutions was limited.
- There had been no immediate sharing of information which was needed quickly due to some current Plan timetables and imminent submissions.
- Also no sharing of analysis. Therefore due to Local Plan timetables authorities were continuing with their individual approaches.
- Authorities would wish to seek early agreement from WDC on their approach to avoid challenges later.
- Also need evidence to support position regarding planning application decisions.
- ESCC confirmed that WDC is working on the evidence, that it is highly complex and that they would publish as soon as possible.
- PR commented that it would be useful for Waste and Mineral policy officers to also be represented on the group as the issue will have an impact on future Waste and Mineral Plans.

West Sussex & Greater Brighton Strategic Planning Board
- Meeting has been postponed. A new date has yet to be arranged.

9  AOB

ESCC enquires:
- raised two questions from the EA.
- Brownfield Land Register
- had asked whether anyone is starting to look at developing a Brownfield Land Register and if so do they have timetables for consultation.
• Generally authorities were aware of the requirements and were just starting to consider and develop templates.
• Group agreed there was potential to share templates.
• Authorities are currently only looking at developing Part 1 – the report which lists sites which meet certain criteria.
• The group advised that consultation is only required when an authority proposes to enter sites onto Part 2 of the register, sites where permission in principle should be granted. Currently there is no requirement to undertake this part.

LDC

will circulate note from a colleague who attended a POS brownfield land register event.

Potential for cost recovery around Local Plan work

ESCC

had asked for feedback to an email previously circulated on the potential for cost recovery around Local Plan work.
• The group was unaware of the email.
• will investigate who it was sent to and circulate to appropriate officers if necessary.

R&I update
• Reviewed Population Projections now on ESIF based on data provided by district and boroughs earlier this year.

Future Meeting Dates

• Tuesday 25 July – Friston Room, EBC offices, Eastbourne
• Thursday 28 September – CC1, County Hall, Lewes
• Tuesday 21 November - Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 25 July 2017 at EBC Offices, Eastbourne

Present:
Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Head of Planning and Environment, ESCC
Eastbourne Borough (EBC) and Lewes District Councils (LDC)
Wealden DC (WDC)
Hastings Borough Council (HBC)

1. Apologies:
   - South Downs National Park Authority
   - Rother District Council
   - Environment Agency

2. Southern Water Resources Management Plan Update

[Redacted] from Southern Water attended for this item and gave a presentation on their future Plans.

- Overall raising awareness of the Plans, the future consultation and information on the process of the developing the Plans e.g. growth forecasts and feasible options.
- Business Plan (2020-2025)
- Drought Plan (2018-2023)
- Water Resource Management Plan (WRMP) (2020-2070)
- WRMP has previously been 25 years now extended to 50 years.
- Consultation on all 3 Plans in January/February 2018
- DEFRA needs to give permission to publish the Plans for consultation so cannot give an exact date of when the consultations will start.
- There will be further engagement before and during the consultation.

[Image: LPM6.pdf]

3. Notes of last meeting 30 March 2017:

ESCC
   - Pointed out an error under Waste and Minerals update in Item 6. ‘Holding meetings with authorities on Waste and Minerals Consultation Areas’ not ‘Conservation Areas’.
   - Agreed

4. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:

Older People’s Housing
ESCC
   - Informed the group that [Redacted] had left ESCC, so the main contact now is

ESCC
   - [Redacted] had informed [Redacted] that due to more restructuring and changes in ASC unfortunately there has been further delays in the Accommodation & Bedded Care Strategy. However more resources were now being brought into help with a revised project starting in August, which should see things moving again. They are still keen to engage with planners.

ESCC
   - [Redacted] is hoping that [Redacted] will be able to attend the next meeting to update the group on this revised project.

LPM64
5. Local and Neighbourhood Plan Updates

**Hastings**
Hastings Town Centre and White Rock AAP
- Consultation expected March 2018

**ESCC Waste and Minerals Policy**
- Review of Waste and Minerals Plan currently underway; involves focus on aggregates but consultees can ask for it to cover other areas.
- Meetings with authorities will start next week and involve Policy and DM officers. They will be used as DTC evidence so will provide an opportunity to flag up any DTC issues. Also any Site Plan implications and safeguarding issues can be discussed.
- Group raised the issue that their proposals maps need to include waste and mineral sites.
- PR confirmed that they are working on this in GIS and will provide these soon.

**Wealden**
*Neighbourhood Plans*
- Herstmonceux NP has been submitted – expect Reg 16 consultation in September for 6 weeks.

**Wealden Local Plan:**
- Continuing to work on the Ashdown Forest issue and associated HRA, expecting a draft report from the consultants on air quality and ecology in August.
- The Centre of Ecology and Hydrology is providing a critical review of the evidence.
- No dates yet confirmed on when the Plan will go back to Full Council for approval and when the Pre-submission consultation will start.

**Lewes**
*Local Plan Part 2 – Sites Plan*
- Autumn Proposed submission consultation which will include proposals map

**Neighbourhood Plans**
- Lewes NP Reg 14 consultation ended 26 June.
- Seaford NP Reg 14 consultation expected in the autumn.

6. Assistance from Planning Environmental Service

**ESCC** raised a few areas of interest and to be aware of.

Updated parking standards and calculator guidance:
- A new updated parking standards/parking calculator guidance document has been produced by ESCC and sent to Districts and Boroughs for an informal consultation
- Due to cars getting bigger, larger sized parking spaces are required.
- As most people no longer use garages for their cars the calculation to be applied to new developments will be that one garage only counts towards a third of a parking space.
- The calculator goes down to Ward level
- New guidance will be going to ESCC Lead Member for approval in September.
- Some of the group were unaware of the consultation so will circulate. Comments would be required back ASAP due to the timing of the LM meeting.

**FW ESCC Revised**
Draft Residential Park

Road Safety Audits Guidance changes:
- Updates will be taken to ESCC Lead Member for approval in the autumn.
- Looking into issue of 'non-adoption' of roads in new development.
• Considering various options for encouraging more of the new roads in housing
developments to be formally adopted.
• Maybe opportunity for something to be put in Local Plan policies which would also strongly encourage this.
• Once draft guidance document is produced it will be circulated for comments.

Permission in Principle (PIP) and Brownfield Register:
• From the perspective of a statutory consultant [redacted] asked what input would be required from
ESCC officers and whether they would be consulted on sites.
• WDC is hoping to publish their SHLAA at the end of August and will then start on the
Brownfield Register.
• The group reiterated that no consultation was required for Part 1 and that it is anticipated
that most will be SHLAA sites which will have already been assessed and commented on
by ESCC officers though that process.

ESCC
• [redacted] requested that if authorities do require ESCC input that they let officers know with as
much advance notice as possible and also the level of advice required e.g. agree in
principle or an in depth response.

Neighbourhood Plan Pre-Reg 14 ESCC advice and involvement with site allocations:
• It would be very helpful and beneficial to everyone if certain County Council specialists
(particularly Ecology and Landscape) were involved in the assessment of potential site
allocations prior to Reg 14 consultation.
• NP Steering Groups and Parish Councils should contact [redacted] who can then put them in
touch with the relevant specialists.

7. 3SC Infrastructure Strategy Data Request

ESCC
• [redacted] had circulated information and templates regarding data collection for the 3SC
Infrastructure Strategy discussed at previous meetings.
• Authorities requested a slight extension till 18 August to return completed templates.

ESCC
• [redacted] agreed and will circulate a revised date to all authorities.

8. Duty to Cooperate

Ashdown Forest Working Group
• Meeting held on 21 June, minutes have yet to be circulated.

WDC
• [redacted] did not feel that it was appropriate or necessary to further discuss the issues and what
happens at those meetings at this group. This group should only discuss the issue if
anything is raised at the Ashdown Forest meeting which needs to be raised further here.
• The group agreed. Though to ensure general awareness [redacted] will continue to circulate the
minutes to the group for those who do not also attend the Ashdown Forest Working Group
and will inform the group of upcoming meetings.
• Next meeting has been organised for 30 August 2017.

Coastal West Sussex and Greater Brighton
• Nothing to report. No Strategic Planning Board meetings have taken place since the last
meeting.

9. AOB
• None

Future Meeting Dates
• Thursday 28 September – CC1, County Hall, Lewes
• Tuesday 21 November - Friston Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 28 September 2017 at County Hall

Present:

Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Rother DC (RDC)
Eastbourne Borough (EBC) and Lewes District Councils (LDC)
Wealden DC (WDC)
Hastings Borough Council (HBC)
SDNPA
Environment Agency (EA)

1. Apologies:
   - Brighton and Hove City Council

2. Notes of last meeting 25 July 2017:
   - Agreed

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:
   - None

4. Older People’s Housing – Accommodation & Bedded Care Strategy

Christopher from ESCC Adult Social Care Department attended for this item. Unfortunately he was unable to attend.

ESCC

- Provided an update and overview on the current development of the Accommodation and Bedded Care Strategy, which they are still intending to produce.
- Process involves integration of health and ASC which can be challenging partly due to different languages used but they share a common purpose to work more efficiently.
- Generally the aim is to reduce demand on residential care with a major focus on shift to extra care and supporting people in their homes. This includes rethinking how care and nursing homes are used.
- Voluntary sector has an important input therefore need to consider use of the sector and also charitable sector and housing associations.
- An Integrated Solutions document has been produced which outlines the strategic approach. It will circulate the current draft which will further explain the overall approach being proposed.

ESCC

- Highlighted the important use of locality teams and link services. There are 8 across the county which include both health and ASC workers. They are useful in assembling information on needs. It will provide a map of locality teams.
- Group discussed input and role of GPs and the difficulties of obtaining information on requirements. It commented that they are at the heart of locality planning and that the relationship between GPs and CCGs is developing.
- Group outlined requirements from a policy planning perspective around evidence on supply and demands.

ESC

- Mentioned that she is working with on the evidence required and available to justify and support policies including the proportions of extra care units, accessible and adaptable housing within developments. They are aiming to develop a template which can then be used by other authorities.
• All agreed it would be useful to have a special meeting/workshop where ASC officers can present in detail current information on supply, demands and their strategic direction. There can also be a discussion on the issues, information requirements and how the planning system can link in and help deliver the overall strategic approach. This should include the work [Redacted] is doing with [Redacted] on evidence to support planning policies.

• Workshop should be open to relevant officers across planning teams both policy and development management and also potentially housing officers.

• [Redacted] will liaise with [Redacted] and [Redacted] on potential dates and agenda. Group and individual authorities can then consider who should attend.

5. DevMon Online Monitoring Tool Review

• [Redacted] had previously circulated collated authority responses to key questions compiled by NW. The key questions had come from the DevMon online monitoring tool meeting held on 25 July.

• [Redacted] reported that now that it had been established that the existing DevMon system was stable a replacement monitoring system was not an urgent item for most authorities but something that they will all need to look at and consider in the future.

• Whether there are opportunities for authorities to work together on this is still to be decided.

• [Redacted] informed the group that WDC has decided to work with DEF on a plug in Policy Module for their existing planning application system Master Gov. One of the attractions was that they would be getting in at the design stage. Work will start this month and they expect to have something up and running by the spring.

• [Redacted] reiterated that all the information ESCC normally ask for will be provided by WDC through this new system. As part of the development process they will share the data sets they are proposing to monitor.

• Other authorities have an opportunity to also join, however as none already use Master Gov it would require a greater initial investment.

• [Redacted] mentioned that HBC is looking into options to expand their planning application system ‘Idox uniform’ and will be having a demo on 22 October. SDNP and EBC also have that system so were keen to also attend.

• [Redacted] commented that RDC will be investigating how their monitoring process can be streamlined and how it can be linked to their planning application system. In the meantime as the current system is stable they will continue with that.

• It was agreed that there was no need to take forward any actions on the issue jointly. The item though will be included on the agenda for future LPMG meetings so that authorities, particularly WDC, can inform the group of progress and share information as necessary.

6. Local and Neighbourhood Plan Updates

Lewes
Local Plan Part 2 – Sites Plan
• Proposed submission consultation (which will include proposals map) to begin late November (being taken to 13 November cabinet meeting)

Neighbourhood Plans
• Plumpton NP currently at Reg 16 consultation (ends 22 November)
• Seaford NP Reg 14 consultation expected before Xmas
• New Neighbourhood Planning Officer - [Redacted] has been appointed

Eastbourne
• Local Plan consultation still expected spring 2018.
• Consultation will also include a revised CIL charging schedule.
ESCC Waste and Minerals Policy
- Review of Waste and Minerals Plan currently underway, call for Sites and Evidence has been published closing on 20 November. Review focuses on aggregates but it is open for comments on anything within the Plan.
- Particulary targeting and meeting with developers through the Developer Forum in order to ascertain the level of demand for construction aggregates.
- Meetings have been held will all authorities to discuss DfC issues.
- Currently working on the Local Aggregate Assessment (LAA), this will be shorter than in previous years as it will just be a factual update and will not state how needs will be met, as they do not want to pre-empt the Local Plan review.

SDNPA
- Submission draft (Reg 19) commenced 26 September (ends 21 November)
- Expect to submit the Plan in March 2018.
- They will be approaching authorities regarding producing MoUs shortly with an aim to get these completed by January.

Neighbourhood Plans
- Lewes NP work (lots of further work to do after the Reg 14 consultation)

Wealden
Neighbourhood Plans
- Herstmonceux NP -Reg 16 consultation began 25 September (for 6 weeks).

Wealden Local Plan:
- Currently no updates or timetable available, continuing to work on the Ashdown Forest issue and associated HRA.

Hastings
Hastings Town Centre and White Rock AAP
- AAP consultation expected March 2018
- Masterplan is now in the Public Domain

Rother
- DeSA Submission version consultation April 2018

Neighbourhood Plans
- Sedlescombe hearing and site visit took place 19 June (Examiners Report anticipated October)
- Salehurst and Robertsbridge NP (Public Hearing and site visit 28 September)
- Rye NP –Further work currently being undertaken prior to Reg 14 consultation (anticipated by Xmas 2017)

7. Planning for the right homes in the right place: consultation proposals

ESCC
- had asked for this item to be put on the agenda and wondered what authorities’ views were.
- The group felt that the proposed standard methodology for assessing housing need was generally very simplistic which did not include the local dimension, no consideration of any back log and did not seem to have taken into account local economic factors.
- The group was generally sceptical feeling that comments would not be taken on board.
- Statement of Common Ground may mean that authorities deal with issues earlier which could be useful but it was felt that difficult issues would still not be dealt with. There was uncertainty over any added benefit.
- A joint response was considered by the group but it was agreed to be not practical, authorities will therefore send individual responses. It would be helpful for authorities to
share responses where possible to enable others to reiterate agreed points back to central government.

8. Duty to Cooperate

Ashdown Forest Working Group
- Last meeting took place 30 August 2017. [Redacted] had previously circulated the minutes to the group.
- Next meeting has been organised for 13 October 2017.

Coastal West Sussex and Greater Brighton
- Board meeting held on 4 September where they agreed the forward plan including preparing a Local Strategic Statement 3 (LSS3) which will consider meeting unmet housing need.

9. AOB

Brownfield Register
- [Redacted] asked authorities on their progress.
- LDC/EBC - spreadsheet is done.
- RDC has undertaken a call for sites but have not received anything yet.
- Generally authorities are aiming to produce a spreadsheet and map by the end of December deadline.
- Currently no authority is considering producing a Part 2.
- Sites are expected to have already been identified and considered as part of the SHLAA process they will let stakeholders know if this changes.

EA contact
- [Redacted] informed the group that she is the main contact for East Sussex for the moment.
- [Redacted] will be back from maternity leave in March when the situation may be reviewed.

Future Meeting Dates
- Tuesday 21 November - Friston Room, EBC offices, Eastbourne
- Thursday 25 January – CC2, County Hall, Lewes

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on 25 January 2018 at County Hall

Present:
Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Rother DC (RDC)
Eastbourne Borough (EBC) and Lewes District Councils (LDC)
Brighton & Hove CC (B&HCC)

1. Apologies:
- Hastings BC
- Wealden DC
- South Downs National Park Authority
- Environment Agency

- As the last meeting had been cancelled due to apologies and late apologies had been received for this meeting, suggested that in the future she will ask authorities in advance to confirm that someone will be attending so that a decision on whether to proceed with a meeting can be made as early as possible.

2. Notes of last meeting 28 September 2017:
- Agreed
- 21 November 2017 meeting had been cancelled

3. Matters Arising and Updates from the Minutes not considered elsewhere in the Agenda:
- None

4. Local and Neighbourhood Plan Updates

Rother

Neighbourhood Plans
- Sedlescombe NP and Robertsbridge NP – Examiner’s Reports has been published and the Plans can now proceed to referendum subject to the modifications required in the reports.
- Crowhurst NP and Ticehurst NP – Currently undertaking Reg. 14 consultations.
- Rye NP – Reg 14 consultation expected soon.

Development and Site Allocations (DASA)
- The Plan was due to go to cabinet in March but has been delayed due to the HRA.
- Consultants are currently undertaking further studies and additional traffic work.
- The proposed submission is now expected to be publication in May/June.

Staff changes
- [Redacted] has been promoted to Policy Team Leader.
- [Redacted] has moved from DM to policy and is the new Principle Policy officer.
- [Redacted] is the new trainee.
- [Redacted] is the new DM Team Leader moving from HBC.

LPM71
Lewes
- Ditchling NP - Examiner's Report has been published. Currently considering recommended modifications before it proceeds to referendum.
- Plumpton NP - Draft Examiner's Report has been received by LDC, there are no real issues so should progress to referendum.
- Seaford NP - Reg. 14 consultation has just finished
- Chailey NP and Barcombe NP – not expecting Reg. 14 anytime soon.

Lewes Local Plan Part 2
- Consultation finishes 25 January.
- Pre Submission publication expected in May.

Staff changes
- [Name withheld] and [Name withheld] are both leaving.

Eastbourne
- Revising LDS in March.
- Local Plan Review – a lot of work still to do, so there will be a delay in the timetable.

Waste and Minerals
- Call for sites finished on 20 November as part of the Local Plan review
- 19 responses received. Only two sites put forward: Lydd Quarry and Aldershaw Tiles both in Rother.
- Safeguarding wharfs in Shoreham and appropriate neighbouring uses was an issue raised.
- Currently considering consultation responses.
- Reg. 18 expected in Spring 2018, May at the earliest.
- They will talk to authorities when a draft Plan has been produced, particularly RDC.

Brighton & Hove
City Plan Part 2
- Draft Plan is being taken to June committee to approve for consultation.

Shoreham Harbour Action Plan
- Proposed submission consultation last autumn but will not formally submit until May due to elections in Adur.

Neighbourhood Plans
- Currently 4 designated areas with 2 draft Plans produced.
- Rottingdean NP is expected soon.

5. Development Monitoring Online Monitoring Tool Review
- RDC is currently investigating options. They have made a bid to the Planning Delivery Fund to develop a new monitoring system.
- A new module would monitor other areas including online mapping, policies and consultation software.
- WDC had confirmed to ER that they will be looking to update their monitoring software, however it is currently on hold for the moment due to other priorities.

6. Duty to Cooperate

Ashdown Forest Working Group
- Group discussed implications of WDC sending objection letters to neighbouring authorities' planning applications due to a lack of consideration of the impact the development would have on the Ashdown Forest. Authorities will need to consider undertaking additional transport modelling and HRA work.
- A further letter of explanation on their approach to the issue is expected from WDC.
• A meeting is being arranged in February to discuss the issue with all affected authorities.

Coastal West Sussex and Greater Brighton
• The Board has put in a bid to the Planning Delivery Fund to accelerate the programme of works. They already have some funding for a strategic planner but the bid would fund another officer and studies.
• These officers would produce evidence papers on capacity, growth options, which would inform strategic options as part of work towards the Local Strategic Statement 3 (LSS3).

7. AOB

Older People’s Housing – Accommodation and Bedded Care Strategy

ESCC
• Provided an update from ESCC.
• Work is progressing in this area.
• ESCC has appointed the Housing Learning & Improvement Network (LIn) to be their Housing Advisor to help them develop the ‘Accommodation and Bedded Care Strategy’.
• They will help with the baseline, needs and how to implement the set of strategic priorities which have now been agreed.
• A Draft Strategy is expected to be produced by the end of March, and then consulted on.
• The previously mentioned workshop for planners has therefore been postponed until March/April when the draft document will be available.
• There is an initial document called the Bedded Care Strategy and Integrated Estates Strategy 2017 which includes the strategic objectives. It sets the high level framework for an integrated approach to health and social care. ** would welcome any comments on the document but officers are to note that the document is confidential at this stage.

ESCC
• Emailed the Bedded Care Strategy and Integrated Estates Strategy 2017 to the group on 26 January.

Education
• Latest version of the Education Commissioning Plan was approved at Lead Member on 22 January.
• It will be published on ESCC website at the end of January/early February after it has been tidied up.

https://www.eastsussex.gov.uk/educationandlearning/management/download/

ESCC
• Reminded the group to send completed Housing Forms for forecasting by 31 January.

Brownfield register
• Group discussed whether anyone was undertaking a Part 2.
• Currently no authorities present were in the process of producing a Part 2.

Future Meeting Dates
• Tuesday 27 March – Trinity Room, EBC offices, Eastbourne
• Wednesday 23 May - CC1, County Hall, Lewes
• Thursday 26 July – Trinity Room, EBC offices, Eastbourne
• Wednesday 26 September – CC1, County Hall, Lewes
• Tuesday 20 November - Trinity Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on Tuesday 27 March 2018 at EBC Offices, Eastbourne

Present:
Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Hastings BC (HBC)
Rother DC (RDC)
Eastbourne Borough (EBC) and Lewes District Councils (LDC)
Wealden DC (WDC)
South Downs National Park Authority (SDNPA)

1. Apologies
   • Brighton & Hove CC
   • Environment Agency

2. Minutes of last meeting 25 January 2018
   • Agreed

3. Matters arising and updates from the minutes not considered elsewhere on the agenda

   Older peoples housing
   • [Redacted] commented that [Redacted] (RDC) had provided feedback to [Redacted] on the draft Bedded Care Strategy which [Redacted] had circulated to the group following the meeting in January.

   RDC
   • [Redacted] had also met with [Redacted] to discuss the Strategy, the implications for adaptable housing and to continue work on producing an appropriate planning policy. Once this has been developed further information will be shared with the group.

   ESCC
   • [Redacted] informed the group that [Redacted] has now left ESCC therefore [Redacted] remains the main contact. [Redacted] had asked Jessica for an update prior to the meeting however [Redacted] had not yet responded, she will continue to push [Redacted] for updates and for a specific workshop with planners.

4. Transport Update

   ESCC
   • [Redacted] provided an update to the group on rail, major road schemes, Transport for the South East (TfSE) and local transport pipeline projects
   • Please see attached notes 'SEI Update dated 27 March 2018'.
   • In addition the following were in response to questions;
     o Improvements to East Croydon station would be delivered in the mid-2020s.
     o The Major Road Network (MRN) will be reviewed on a 5 year basis.
     o The Transport Strategy for the South East being developed by TfSE will stretch till 2050 and link to the MRN. There is an event for planners on 19 April which everyone should have had information about.
     o SMART Cities study will include electric charging points.

27.03.18_LPMG_StrategicTransportInfrastructure
5. Local and Neighbourhood Plan Updates

Wealden
Neighbourhood Plans
- Herstmonceux - is going to referendum on 3 May.
- Hellingly - Reg 14 consultation has ended and the Reg 16 consultation will follow soon.
- Hailsham – has been submitted, Reg 16 consultation is expected to start in May.

Local Plan
WDC
- Emails from [Redacted] have provided authorities with the current position and timetable. There are no further updates.
- It is expected that the Plan will go to Full Council in July. Prior to this it will go to the sub-committee at the end of June but there is no specific date set yet.

Rother
Neighbourhood Plans
- Sedlescombe - successful referendum, now need to arrange a special Full Council meeting to 'make' the Plan.
- Salehurst and Robertsbridge - referendum date TBC.
- Rye - Reg. 14 consultation ended 03/04/18.
- Ticehurst - Reg. 14 consultation ended 14/02/18.
- Crowhurst - Reg. 14 consultation ended 28/02/18.

Development and Site Allocations (DASA)
- Additional work in response to the Ashdown Forest issue has delayed timescales.
- Expect to take the Plan to September cabinet with consultation in the autumn.

Hastings
White Rock and Town Centre Area Action Plan
- 12 week public consultation will start during June (Draft version going to cabinet meeting in early June)
- Updating Local Development Scheme which will include a Local Plan review, work will start on the new Plan in the autumn.

SDNPA
Neighbourhood Plans
- Ditchling - Examiner’s Report has been published. Referendum date 19/04/18.
- Lewes Town – Heading towards Reg 16 consultation.

Local Plan
- Have gone through representations.
- Taking the Plan back to Full Council for them to note representations before it is submitted.
- Submission is expected soon but no specific date as yet.

Staff changes
- [Redacted] has moved to a new role leading on Neighbourhood Plans and working as part of the authorities’ consultancy service.
- [Redacted] is the new planning policy contact for East Sussex.

Lewes
Neighbourhood Plans
- Plumpton – Referendum took place 08/03/2018 (has now been made -as of 02/05/2018).
- Seaford – Further work is being carried out on a design guide.
- Newhaven - Currently working on amendments.
Lewes Local Plan Part 2
- Gone through 330 representations.
- Call for Gypsy and Travellers sites resulted in none being submitted.
- Pre-submission consultation now expected in the summer – July/August.

Eastbourne Local Plan
- Issues and options publication end of the year.
- Revised CIL charging schedule consultation in the autumn, have appointed consultants.

Staff changes – LDC & EBC
- [Name] will leave on 20 April. No replacement appointed yet, currently interviewing.
- [Name] has taken over [Name]'s old role.
- [Name] is the new neighbourhood planning officer.

Waste & Minerals
- Reviewing Local Plan.
- Reg.18 consultation has slipped and is now expected May/June.
- SDNPA is considering soft sand issues. This will form part of a single issue plan SDNPA is producing with West Sussex. This may have implications for the joint Plan for East Sussex and Brighton & Hove.

6. Duty to Cooperate

Update from WDC re. Ashdown Forest in light of MSDC decisions.

RDC
- [Name] asked if there were any further updates following the inspector’s decisions as part of the Mid Sussex Local Plan examination.

WDC
- [Name] confirmed that there was nothing further to the emails [Name] had sent and that WDC was considering the Mid Sussex decision and their response.

7. NPPF and Related Papers Consultation

HBC
- [Name] had attended the PAS session on the draft NPPF which she found very useful and recommended others attend the extra sessions which were being organised.
- Aim was to produce a shorter document which would be easier to use e.g. transport in one place.
- Final draft document is expected before the summer which leaves little time for changes following consultation, feeling that there will be no significant further changes.

RDC
- [Name] commented that it was more housing focused. Details on Plan making has moved to the PPG.

ESCC
- [Name] commented that previous comments on the need for a link between construction and mineral supply had been ignored. Section on minerals may be taken out of the NPPF and put with waste issues which are in a separate statement.

ESCC
- [Name] will provide a track changed version of the draft NPPF. (Attached and circulated by [Name] on 28 March)

8. AOB

Research and Information

ESCC
- [Name] informed the group that the revised midyear population estimates have been released.
- Revised population estimates will be put onto ESIF shortly.
Smaller geographies will be released in the autumn, subnational population estimates in June and household projections in September.

Mineral and waste safeguarding areas in Local Plans

reminded the group that had sent authorities mineral and waste safeguarding areas in electronic form (GIS) for inclusion in all Local and Neighbourhood Plans. She confirmed that these needed to be on all planning policy maps.

Future Meeting Dates

- Wednesday 23 May – CC1, County Hall, Lewes
- Thursday 26 July – Trinity Room, EBC offices, Eastbourne
- Wednesday 26 September – CC1, County Hall, Lewes
- Tuesday 20 November - Trinity Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on Wednesday 23 May 2018 at County Hall, Lewes

Present:

Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Hastings BC (HBC)
Rother DC (RDC)
Eastbourne Borough (EBC) and Lewes District Councils (LDC)
South Downs National Park Authority (SDNPA)
Environment Agency (EA)
Brighton and Hove CC (BHCC)

1. Apologies
   - Wealden DC

2. Minutes of last meeting 27 March 2018
   - Agreed

3. Matters arising and updates from the minutes not considered elsewhere on the agenda

   Mineral and waste safeguarding areas in Local Plans
   - Regarding ESCC sending authorities safeguarding areas in electronic form (GIS) [REDACTED] LBC
   - ESCHC asked [REDACTED] who the information had been sent to as she had not seen it [REDACTED] [REDACTED] will liaise with colleagues and let [REDACTED] know. LBC

4. Local and Neighbourhood Plan Updates

   SDNPA
   Local Plan
   - Plan has been submitted and an inspector has been appointed but due to the inspector’s workload there will not be any hearings until October. However it is expected that the inspector will start to consider the Plan over the summer period.

   Hastings BC
   Hastings Town Centre and Bohemia Area Action Plan
   - Name change of AAP to include ‘Bohemia’ as in title above.
   - AAP going to cabinet in June with the consultation expected to start at the end of June.
   - [REDACTED] is leaving HBC and going to BHCC.

   Lewes DC
   Local Plan
   - Local Plan Part 2 will go to Reg 19 consultation later this year. Timetable has slipped slightly from summer to autumn.

   Neighbourhood Plans
   - Plumpton NP and Ditchling NP have been ‘made’.
   - Peacehaven NP –PC are hoping to have a draft ready later this year

   Eastbourne BC
   Local Plan Review
   - Reg 18 consultation will now be after elections next year (May 2019).
• Plan will be more detailed than previously thought due to additional time before publication, previously expected to publish by the end of 2018.
• CIL charging schedule review autumn consultation.

Brighton and Hove CC
Local Plan
• Local Plan Part 2 going to Cabinet in June for approval to publish for Regulation 18 consultation over the summer.
• Next summer/autumn expect publishing of Proposed submission
• JAAP for Shoreham Harbour was submitted at the end of May, examination over the summer.
• Draft CIL Charging Schedule currently out on consultation
• There are 4 NP areas within BHCC; none have gone out to consultation.

Rother DC
Local Plan
• New Local Development Scheme has now been published
• DaSA consultation (submission version) will take place late October 2018 to December 2018. Subject to approval at Cabinet in October.

Neighbourhood Plans
• Fairlight have abandoned their work on a NP, sites will now be incorporated in the DaSA.
• Sedlescombe NP was made on 23 April.
• Referendum for Saleshurst and Robertsbridge NP took place on 31 May.
• Other NP areas where they are not progressing fast enough will need sites included in the DaSA.

Wealden DC
ESCC Local Plan
• Provided an update from
• Latest Wealden Local Plan Update 12 April is on their website.
• They are on track to take the Plan to their Local Plan Sub Committee on 5 July and Full Council on 18 July.
• The draft Reg 19 Wealden Local Plan and supporting documents will be available on their website a week before.

Neighbourhood Plans.
• Herstmonceux had a successful referendum and a decision will be make shortly about adoption.
• Hallsham Reg 16 consultation is expected to start on 4 June until 16 July.
• Submission version of Hellingly NP is expected to be received by WDC shortly.

Waste and Minerals

ESCC
• Waste and Minerals Local Plan Review - consultation now slipped to October.
• More evidence is needed to support soft sand requirements. We do not produce any within our area so are reliant on imports. This is a contentious issue across the region and we need to demonstrate where are requirements will come from.
• Needs assistance in gathering information about requirements and imports of soft sand. Therefore she asked authorities to provide information to her on the locations of large scale housing developments (over 10) which are currently under construction and the names of the builders/developers.
5. Older People’s Housing Update – housing demand figures

Head of Strategic Commissioning (Housing & Support Solutions), ESCC

- ESCC provided an update to the group about the work that has been supported by the Housing Learning and Improvement Network (LIN) using LGA funding. ESCC has developed a model for estimating the need for older people’s housing and accommodation (based on the Housing LIN’s Strategic Housing for Older People model).
- The draft Older People’s Housing Need Assessment was circulated at the meeting (and is attached below). welcomed comments on the document.
- It shows that over the long term there is a deficit in accommodation in all areas.
- will produce the next draft by the end of June, and then report back to the group at the LPMG meeting in July.
- It was agreed that a separate half day workshop/meeting (hosted by Housing LIN) would still be useful to discuss the needs assessment work in more depth and the wider strategy. As previously agreed it would to be open to both Policy and Development Management officers. Event should be arranged for mid-June so that information could also feed into Rother’s DaSA, as time is running out on incorporating anything into the Plan to liaise with over arrangements.
- Group discussed C2/C3 issue. Agreed consistent definitions are needed, confirmed that the issue will be covered in the overall strategy and definitions will be provided.
- is still working on the Bedded Care Strategy which the Housing Need Assessment will feed into. had previously provided comments which needs to reflect in the Strategy including better descriptions of terms.

Bedded care strategy housing need es

6. Strategic Updates

Transport for the South East (TfSE)

- Update provided by ESCC
- Geography covers Kent, Medway, East Sussex, West Sussex, Brighton & Hove, Surrey, Hampshire, Portsmouth, Southampton, Isle of Wight and the Berkshire authorities and covers five LEPs areas.
- It’s been in Shadow Board format since June 2017 and a Transport Forum is in place.
- The board is chaired by and senior officer/TfSE support led by East Sussex.
- It is working towards statutory status in 2019/2020
- First stage in developing a Transport Strategy over the next 12 months is undertaking an Economic Connectivity Review. This has been undertaken by consultants Steer Davies Gleave.
- A seminar discussing progress on the review was held on 19 April.
- The review seeks to describe the transport and economic geography of the South East, to identify the region’s key economic corridors, and to prioritise these corridors based on the potential impact of transport intervention along the corridor.
- The Draft Economic Connectivity Review has now been published for a 6 week consultation, TfSE are seeking comments up until 19 June. It is available on TfSE website. https://transportforthesoutheast.org.uk/strategy/ccr/
- The final version of the review will be approved by the TfSE board in July.

South East LEP Strategic Economic Plan

- Update provided by ESCC
- There has been a delay in the SEP timetable.
- A draft has yet to be circulated to TES – Team East Sussex.
- Engagement on the Plan is being undertaken through the federated areas such as TES.
• There was supposed to be an additional SEP engagement meeting with TES in early-June but this now will not take place.
• SELEP has decided to now hold a single engagement session in Purfleet immediately after the SELEP Strategic Board meeting on 29 June.
• A small group of representatives from each federated area will be invited to participate – the leaders of TES are determining who from TES will join the meeting to ensure the East Sussex position is fully covered.
• The final draft SEP document will not now go to June’s Strategic Board as anticipated, but is expected to go to the September meeting for final sign-off instead.
• Further consultation will therefore be possible between June and September. With SELEP ensuring further consultation sessions are undertaken with the federated areas and across the SELEP working groups within the proposed timeframe.

Coast to Capital LEP Strategic Economic Plan
• Update provided by SR.
• Consultation on the SEP ended in March.
• B&H had provided comments. Main areas of concern were that it did not focus on strengths and opportunities, there was no reference to B&H City Deal, not enough on skills and the loss of EU workers was not considered. Generally more detail was required. Also there was nothing on what is happening next.
• Mentioned that the EA had commented and felt that it was good on the natural landscape.

Tri LEP Energy Strategy
• Informed the group that all LEPs have to produce an Energy Strategy. Enterprise M3, Coast to Capital and South East LEPs are working together to produce a Tri LEP Energy Strategy.
• Went to the Coast to Capital workshop on the strategy and there is a SELEP workshop in London tomorrow.
• Transport issues and energy from waste are included in the Strategy.
• There will be Local Energy Hubs and an officer in each LEP area.

7. Duty to Cooperate

Ashdown Forest working group
• Next meeting is on 4 June. The developer forum for the Ashdown Forest, Ashdown Forest Stakeholder Forum, will also be attending for part of the meeting.

Coast West Sussex and Greater Brighton
• Work on LSS3 is continuing. Evidence papers will be produced.
• Not recruited yet to the post of project officer.

8. AOB

Gypsy and Traveller sites
LBC • Said that a policy in their Core Strategy stated that Part 2 would allocate sites for Gypsy and Travellers.
• However they are struggling to identify enough sites, a call for sites produced nothing and they have looked at their own and ESCC estates.
• They are currently discussing options with ESCC.
• The needs assessment (GTAA) is not up to date and there are queries over whether there is a requirement for additional sites as there are no unauthorised encampments.
• There is though concern that the Plan may be found unsound if sites are not allocated as stated in the Core Strategy.

BHCC • Commented that B&H are in a similar situation and they are producing a separate DPD on the issue. They are also looking again at need and may commission a new GTAA.
• RDC is liaising with ESCC and are allocating some sites.
• Also transit site need issue. ESCC is doing a review of Bridie’s Tan Transit site in Lewes.

MMO South Marine Plan (PR)

ESCC • asked if anyone was aware of any updates on the Plan, as have not heard anything for a while. At the meeting no-one knew, however after the meeting MO confirmed that the Plan is still awaiting ministerial approval.

Population projections

ESCC • mentioned that the Sub-national (county and district) population projections data is due to be released tomorrow (24 May). These updates will be published on ESIF soon.

Future Meeting Dates

• Thursday 28 July – Trinity Room, EBC offices, Eastbourne
• Wednesday 26 September – CC1, County Hall, Lewes
• Tuesday 20 November - Trinity Room, EBC offices, Eastbourne

All meetings start at 10 am
EAST SUSSEX LOCAL PLAN MANAGERS GROUP

Minutes of meeting held on Thursday 26 September 2018 at County Hall

Present:
Strategic Economic Infrastructure, ESCC
Strategic Economic Infrastructure, ESCC
Waste and Minerals Planning Policy, ESCC
Research and Information, ESCC
Public Health, ESCC
Hastings BC (HBC)
Wealden DC (WDC)
Brighton and Hove CC (BHCC)
South Downs National Park Authority

1. Apologies
Rother District Council
Environment Agency
Lewes District and Eastbourne Borough Councils

2. Planning and Public Health

Background and issues
- Public Health East Sussex previous involvement in Planning has been limited to the sign off of Air Quality Plans and working with ESCC Transport Policy Planners.
- The new Director of Public Health at ESCC [REDACTED] is keen to widen the scope of work and to liaise more with district and boroughs on related issues which impact on public health.
- Why are we healthier? What are the determinants?
- Key issues – aging population, inequalities, financial challenges.
- Need to build personal and community resilience and create health promoting environments.

WDC
- [REDACTED] mentioned that Wealden has a Health and Wellbeing Strategy –the aims of which have been incorporated into the Local Plan. The focus has been on regeneration and transport so it could be further strengthened and more links made between health and planning.

BHCC
- [REDACTED] commented that B&H has strong links between health and planning partly due to having public health within the same building. They have an internal officer advisory group which meets when developing the Local Plan. They also have a Healthy City policy and developers have to submit Health Impact Assessments.

Liasing and contacts
ESCC
- Suggestions made to [REDACTED] that because of the current advanced stages (or adopted status) of Local Plans, the best opportunity for Public Health to provide input will be during the Local Plan reviews.

ESCC
- As LAs are at different stages in Plan development it was agreed that [REDACTED] should contact LAs individually to find out how she and her team could engage with each authorities review of Plans to ensure public health issues are appropriately covered.

ESCC
- The group mentioned the difficulty in finding the right contact within health organisations particularly the CCG. [REDACTED] is happy to help with this and with links to East Sussex Better Together.

ESCC
- [REDACTED] can also help with signposting evidence to support Local Plan policies including place shaping. [REDACTED] also mentioned that there is some information on ESIF.

ESCC
- Regarding Neighbourhood Plans [REDACTED] suggested that ‘Community Aspirations’ rather than actual policies might be a possible opportunity for health promotion.

ESCC
Actions and information ESCC
ESCCECC will provide with contacts and overall updates on Local and Neighbourhood Plans.

It was agreed that will come back to the group in about 6 months to exchange information, issues and feedback from individual meetings with LAs.

For further information and suggested links/documents please see following email of 26/09/18

3. Minutes of last meeting 26 July 2018

Agreed

4. Matters arising and updates from the minutes not considered elsewhere on the agenda

- MMO workshop organised by ESCC is due to take place on Thursday 4 October.
- Sussex Local Wildlife Sites Initiative Steering Group – following request for a planning representative at the last meeting and in her later email PR asked if one had been identified. The group was not aware of any therefore CS agreed to find out if WDC is already represented on the group and/or is willing to be the planning representative. Issue will be further raised at the next meeting.

5. Local and Neighbourhood Plan Updates

Waalden DC

Local Plan
- 30 August to 8 October Regulation 19 consultation.
- Looking to submit by the end of the year.

Neighbourhood Plans
- All NP's will require an Appropriate Assessment following further screening which removed mitigation measures – based on advice from Natural England due to outcome of recent legal case.
- Herstmonceux NP: Despite being successful with the referendum, it cannot be made yet as an Appropriate Assessment (AA) will need to be carried out first.
- Hellingly NP – currently working towards Reg 16.
- Hallsham NP – requires an SEA as well as the AA.
- Maresfield NP – hoping to go out to Reg 14 consultation soon.

SDNPA

Local Plan
- The dates for examination hearings have been announced:
  - Tuesday 13 November to Thursday 15 November at South Downs Centre Midhurst
  - Tuesday 4 December to Thursday 6 December at South Downs Centre Midhurst
  - Tuesday 11 December to Thursday 13 December at The Amex Stadium, Falmer

Neighbourhood Plans
- Lewes Town NP is currently with the examiner (report possibly ready in November). No hearings were held.

LPM84
Lewes DC

Local Plan
- Local Plan Part 2 at Reg. 19 consultation until 5 November.

Neighbourhood Plans
- Newhaven NP hopes to go to Reg. 16 by the end of the year.

Eastbourne BC
- No update

Hastings BC

Hastings Town Centre and Bohemia Area Action Plan
- Reg. 18 consultation closed 24 September
- Intending to take the Proposed Submission Version to Cabinet in February 2019.
- Then submit for examination in April 2019.
- Hoping to have the plan adopted by December 2019.

Brighton and Hove CC

City Plan Part 2
- Consultation finished on 13 September
- Proposed Submission consultation next September (delay due to elections in May 2019)
- CIL draft charging schedule will be submitted for examination before Christmas.
- Shoreham AAP hearings took taken place last week, proposed modifications are expected soon.

ESCC (Waste and Minerals)
- Waste and Minerals Local Plan Review currently underway.
- Still considering two of the proposed new mineral sites that came forward from the recent call for sites, including discussions with Kent CC.
- Proposed Reg. 18 consultation in October will now be delayed no revised timetable yet.
- Still working with other authorities on soft sand issue.

Rother

Update by email:

The Development and Site Allocations (DaSA) Local Plan
- Going to Cabinet on Monday 1 October (it is available to view under Committee papers) and Full Council on 15 October. Consultation will be for 6 weeks from 26 October – 7 December. It has both development policies (part A) and site allocations (part B) in line with the Core Strategy.
- In addition to the two made NPs, expecting to have two more submitted in October (Ticehurst, Rye), with Crowhurst submitted in November.

6 Duty to Cooperate

East Sussex Strategic Planning Members Group
- Meeting has been organised for 2 November.
- Agenda includes: Wealden Local Plan, Waste and Minerals Plan Review and Rother DASA.
West Sussex and Greater Brighton
- Name has changed from 'Coastal' since other authorities have joined.
- Working on scope of evidence papers which will inform the Local Strategic Statement 3 (LSS3)
- Have yet to appoint a specific officer to take forward LSS3 work.

7 ONS Household Projections

- ONS has just published their household projections. ONS has taken over responsibility for releasing this data which used to be done by DCLG.
- Data is now published on ESIF.
- Uses 2016 base and goes up to 2041.
- Nationally the new projections indicate slower growth than previously projected. This is partly due to life expectancy declining and fewer new households forming.

BHCC
- Asked about the impact from migration. Responded that migration is only a small proportion of the change.
- 88% of growth is from the over 60s due to an aging population.
- Households are getting smaller but not to the extent that was previously predicted.

8 AOB

- Discussion about the high level of detail required regarding 5 year land supply and definitions in the PPG.

Future Meeting Dates

- Tuesday 20 November - Trinity Room, EBC offices, Eastbourne
- Wednesday 30 January – CC1, County Hall, Lewes

All meetings start at 10 am