Wealden Local Plan

Duty to Cooperate
Background Paper - Appendix TAN

Submission Document

January 2019
How to Contact Us

Planning Policy
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Statement of Common Ground

as agreed between

Tandridge District Council and Wealden District Council
Contents

1. Introduction

The basis for preparing this Statement of Common Ground

2. Key Matters

2.1 Housing

2.2 Travellers

2.3 Conservation and enhancement of natural and historic environment

3. Actions going forward

4. Signatories / Declarations

Appendix A: Administrative Areas
1. Introduction

The basis for preparing this Statement of Common Ground

1.1 This Statement of Common Ground (SCG) has been prepared by Tandridge District Council (TDC) together with Wealden District Council (WDC). It reflects the agreed position between the parties.

1.2 The purpose of this SCG is to set out the basis on which TDC and WDC have actively and positively agreed to work together to meet the requirements of the Duty to Cooperate. TDC have prepared their Local Plan for Regulation 19 consultation during the summer of 2018. This statement also describes the established mechanisms for ongoing cooperation on strategic matters.

1.3 Under section 33A of the Planning and Compulsory Purchase Act 2004 (amended by section 110 of the Localism Act 2011) and in accordance with the National Planning Policy Framework (NPPF) 2012 it is a requirement under the Duty to Cooperate for local planning authorities, county councils and other named bodies to engage constructively, actively and on an on-going basis in the preparation of development plan documents and other local development documents. This is a test that local authorities need to satisfy at the Local Plan examination stage and is an additional requirement to the test of soundness.

1.4 The Duty to Cooperate applies to strategic planning issues of cross boundary significance. Local authorities all have common strategic issues and as set out in the National Planning Practice Guidance (NPPG) “local planning authorities should make every effort to secure the necessary cooperation on strategic cross boundary matters before they submit their Local Plans for examination.” The statutory requirements of the Duty to Cooperate are not a choice but a legal obligation. Whilst the obligation is not a duty to agree, cooperation should produce effective and deliverable policies on strategic cross boundary matters in accordance with the government policy in the NPPF, and practice guidance in the NPPG.

1.5 The administrative areas set out in Appendix A show that TDC and WDC share a common boundary and hence are required to work cooperatively in an effective way to address key strategic matters pertaining to these areas.

2. Key Matters

2.1 Housing

2.1.1 Government policy places much emphasis on housing delivery as a means for ensuring economic growth and addressing the current national shortage of housing. Paragraph 47 of NPPF is very clear that "local planning authorities should use their evidence base to ensure that their local plan meets the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this framework..."
2.1.2 TDC prepared a Housing Market Assessment (HMA) Paper\(^1\) as part of their Strategic Housing Market area Assessments (SHMAs) in 2015 and updated this in 2018. The TDC SHMA 2018 identifies that there is a small flow from Bromley to Tandridge at 2.5% and a commonality with Bromley house prices in the settlements of Oxted, Woldingham, Limpfield and Warlingham.

2.1.3 The TDC HMA papers set out that "...evidence points towards Tandridge being a functional component of a HMA including Croydon, Reigate and Banstead and Mid Sussex," which does not include Wealden District Council. This correlates with the Wealden SHMA published in August 2016 and concludes:

"...the definition of a broader HMA which includes Wealden, Eastbourne and Rother with the addition of Tunbridge Wells, Lewes and Mid Sussex. However, it is not a completely exclusive geography for understanding influences on Wealden as other authorities or parts of authorities may also have some migration, commuting and house price relationships and influences with Wealden, albeit these will be less significant".

2.1.4 WDC's SHMA therefore indicates that Tandridge is not one of the authorities found to share a strong relationship with Wealden. TDC's SHMA recognises that whilst Wealden has accommodated the fifth largest outflow from Tandridge over the past five years, it did not feature amongst the ten largest flows recorded at the 2011 Census. This suggests an increasingly strong migration relationship between Tandridge and Wealden, albeit at a level which is notably lower than those authorities identified as consistently having the strongest relationships and therefore does not form part of its immediate HMA.

2.1.5 TDC's 2015 SHMA has identified an objectively assessed housing (OAN) need for the district of 470 houses per annum which amounts to 9,400 dwellings over 20 years. Following the publication of the 2018 household projections, TDC updated their OAN paper in line with the NPPF 2012\(^2\), which includes the uplift of the projections based on market signals. The 2018 paper identified an OAN of 398 dwellings per annum.

2.1.6 TDC's Housing Land Supply Paper 2018 sets out when considering all the evidence, including the constraints within the District, a total of 6,150 dwellings over 20 years is the maximum capacity achievable in the District. This includes a buffer of 5%. This will lead to an unmet housing need of approximately 1,904 dwellings in Tandridge based against the OAN 2018. In seeking to meet their unmet housing need, TDC has engaged with neighbouring councils within their HMA to explore the possibility of them assisting TDC to meet this need.

2.1.7 Paragraph 179 states "Joint working should enable local planning authorities to work together to meet development requirements which cannot wholly be met within their own areas—for instance, because of a lack of physical capacity or because to do so would cause significant harm to the principles and policies of this Framework".

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\(^2\) TDC are aiming to submit their Local Plan by January 2019, which is within the 6 month transitional window where existing plans are to be examined against the NPPF 2012.
2.1.8 Through duty to cooperate meetings, WDC have identified that they sit within a different HMA which are meeting their own needs\(^3\) and there is no available capacity to meet TDC’s unmet need due to constraints. Discussions would need to first occur with neighbouring authorities in the HMA to assist with any unmet need.

**Actions**

- TDC and WDC will engage through a wider Duty to Cooperate forum with other neighbouring authorities outside TDC HMA in relation to housing related matters, including unmet need, five year housing trajectory, best fit HMAs, affordability, large scale developments and opportunities for meeting unmet need.
- TDC to undertake a 5 year review of the Local Plan.
- WDC to undertake a review of the Wealden Local Plan in accordance with Policy.

2.2 **Gypsy and Travellers**

2.2.1 In March 2014 TDC issued a “call for sites” to establish land in the District that may be suitable for traveller accommodation, but there was a limited response. TDC also reviewed existing unauthorised sites and temporary permissions. However, through a robust assessment of the sites, insufficient sites have been identified to meet the need of 5 traveller sites and 21 travelling showpeople plots.

2.2.2 There are currently some planning applications submitted to TDC that could assist in meeting the 5 traveller sites; these applications are to be determined by the end of the year. However, there are no suitable sites in the first 10 years, until the GC comes forward for travelling showpeople.

2.2.3 There has been a need to cooperate with neighbouring authorities to assist in meet TDC unmet need. WDC have identified two sites to meet Gypsy and Traveller needs but have no suitable sites to meet TDC travelling showpeople’s unmet need.

2.2.4 TDC will to work with WDC through the wider Duty to Cooperate forum to ensure that suitable provision can be made as appropriate.

**Actions:**

- TDC and WDC engage through the wider Duty to Cooperate forum with other neighbouring authorities outside TDC HMA in relation to housing related matters, including traveller provision.
- TDC to undertake a 5 year review of the Local Plan.

\(^3\) WDC identify that under the NPPF 2012 the objectively assessed housing need for the District is 950 dwellings per annum or 14,250 dwellings between 2013 and 2028. This OAHN includes part of the South Downs National Park that is located within the District. The Proposed Submission Wealden Local Plan was subject to representations under Regulation 19 between August and October 2018 and is anticipating submission of the Wealden Local Plan with a proposed housing requirement of 14,228 dwellings between 2013 and 2028.
2.3 Conservation and enhancement of natural and historic environment

Ashdown Forest

2.3.1 TDC and WDC continue to work positively together in relation to the Ashdown Forest. The Forest is an internationally protected Special Area of Conservation (SAC) and Special Protection Area (SPA).

2.3.2 In order to mitigate recreational impacts upon the SPA, TDC and WDC are both signatories to the Inter Authority Agreement (IAA) for the Ashdown Forest, which sets the process of collecting contributions to Strategic Access Management and Monitoring (SAMM) to mitigate impacts upon the Forest. Both WDC and TDC have agreed that 7km is the appropriate mitigation zone to collect SAMM contributions, based on the technical evidence of the Ashdown Forest Visitor Survey which WDC and TDC jointly commissioned, together with other authorities. An updated IAA 2018 agreement is currently in the process of being discussed between WDC and TDC, as well as other relevant authorities, and is anticipated to be signed before the end of 2018. Both WDC and TDC have an ongoing commitment (set out in the IAA) to meet at least quarterly in relation to recreational pressures on the SPA, and SAMM in particular. In addition, TDC have initiated discussions with WDC with a view to possibly sharing Suitable Alternative Natural Greenspace (SANG) to further mitigate recreational impacts upon the Forest.

2.3.3 Both WDC and TDC also attend regular meetings of the Ashdown Forest Air Quality Working Group, which is chaired by South Downs National Park Authority. TDC are signatories of the Ashdown Forest Air Quality Statement of Common Ground (SoCG) – WDC are not a signatory but both parties will continue to work together as part of the Group. This will include a forthcoming Site Nitrogen Action Plan (SNAP) to be led by Natural England which will proactively seek to reduce levels of nitrogen deposition on the Forest over the longer term.

2.3.4 Whilst TDC do not feel development within their District will have an impact on the air quality within the Ashdown Forest, TDC and WDC have actively promoted measures to reduce nitrogen deposition on the Forest, as part of good stewardship and will continue to do so as part of the ongoing process of producing a SNAP.

Actions

- Update the Inter Authority Agreement
- Consider the opportunities for sharing SANG
- Prepare a Site Nitrogen Action Plan

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4 Wealden District Council published a Position Statement in relation to the Ashdown Forest Statement of Common Ground which is available on the Council’s website
3. **Actions going forward**

<table>
<thead>
<tr>
<th>Key Issue</th>
<th>Agreed Action</th>
<th>Other comments</th>
</tr>
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<tbody>
<tr>
<td>Housing / Gypsy and Traveller</td>
<td>TDC and WDC will engage through the wider Duty to Cooperate forum on all housing related matters to identify where unmet need will be met, prior to the review of the TDC and WDC Local Plan.</td>
<td></td>
</tr>
<tr>
<td>Ashdown Forest</td>
<td>Update the Inter Authority Agreement</td>
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<td></td>
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<td></td>
<td>Prepare a Site Nitrogen Action Plan</td>
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4. **Signatories/Declaration**

**Signed on behalf of Tandridge District Council**
(Councillor) 

**Signed on behalf of Tandridge District Council (Chief Executive)**

<table>
<thead>
<tr>
<th>Position:</th>
<th>Position:</th>
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<tbody>
<tr>
<td>Date:</td>
<td>Date:</td>
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</table>

**Signed on behalf of Wealden District Council**
(Councillor) 

**Signed on behalf of Wealden District Council (Chief Executive)**

<table>
<thead>
<tr>
<th>Position: CABINET MEMBER : PLANNING</th>
<th>Position: CHIEF EXECUTIVE</th>
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<tbody>
<tr>
<td>Date: 05/12/18</td>
<td>Date: 05/12/18</td>
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</tbody>
</table>

TAN 7
Tandridge District Council Local Plan: Statement of Common Ground with Wealden District Council, November 2018

Appendix A: Administrative Areas
RE: Statement of Common Ground

Sent: 25 October 2018 14:02

From: TDC

To: WDC

CC: WDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

4 Attachments

- image005.png (6 KB); image006.jpg (16 KB); image001.png (6 KB); DRAFT Wealden Statement of Common Ground.docx (38 KB);

Dear WDC

Further to our emails last week, please find attached a draft Statement of Common Ground between Wealden and Tandridge. If you are able to let us have your comments on this draft by 9th November it would be very much appreciated as we are looking to have these signed prior to our Planning Policy committee meeting of 19th December.

I look forward to hearing from you,

Kind regards

TDC

Tandridge District Council
The Council Offices
Station Road East
Oxted, Surrey
RH8 8BT

Case Officer (Strategy)
Support Services

Fax: 01883 722015
www.tandridge.gov.uk

http://archivemanager.wealden.gov.uk/app.html#message/4dc4d6ab-b33c-267f-909b-1f210b458c90/[18/12/2018 10:46:21]
Sent: 16 October 2018 16:43
Subject: RE: Statement of Common Ground

Dear TDC

Thank you for getting back to me, that is really helpful.

WDC

From: [redacted]@wealden.gov.uk
Sent: 16 October 2018 16:38
To: [redacted]
Subject: Statement of Common Ground

Hello WDC

With regards your email to me, I can confirm that we are still keen to have a Statement of Common Ground between Wealden and Tandridge and are actually just finalising a draft at the moment. I hope to have something with you for review shortly.

Best wishes

TDC

Tandridge District Council
The Council Offices
Station Road East
Orsett, Essex
RM8 0BT
Support Services
Tandridge.gov.uk

Protecting your data
We know how important keeping your personal data secure and safe is. It's very important to us too. We only collect and keep
Hi TDC

I hope all is well at Tandridge and thank you for your response to the Wealden Local Plan. A while ago we spoke about a statement of common ground for our respective local plans. Is this something you are still interested in doing? I was thinking about something quite simple as per our discussions. We are looking to submit by the end of the year/ at 24th January at the latest. I suspect you may be similar?

Happy to discuss with you/ your team at any time.

Kind regards

WDC
RE: Meeting notes of Duty to Cooperate meeting with TDC 13th June

Sent: 21 June 2018 10:56
From: TDC
To: WDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

5 Attachments
image003.png (6 KB); image004.png (6 KB); image005.jpg (136 KB); image006.jpg (575 B); image007.jpg (1 KB);

WDC

Thanks for coming back to me so quickly,

Best wishes

TDC

Tandridge District Council
The Council Offices
Station Road East
Oxted, Surrey
RH8 9BT
Fax: 01883 722015
www.tandridge.gov.uk

From: wdc@wealden.gov.uk
Sent: 20 June 2018 08:02
To: TDC
Cc: WDC
Subject: RE: Meeting notes of Duty to Cooperate meeting with TDC 13th June

Thank you TDC

http://archivemanager.wealden.gov.uk/app.html#message/89281e40-3277-1045-d106-d5f64d57022f/18/12/2018 11:07:39

TAN 12
I have undertaken some tracked changes for clarity.

Good luck with the progress of your plan.

Kind regards

[Redacted] WDC

From: [Redacted]@tandridge.gov.uk
Sent: 19 June 2018 17:22
To: [Redacted] WDC
Cc: [Redacted]
Subject: Meeting notes of Duty to Cooperate meeting with TDC 13th June

Dear [Redacted] WDC

Thank you for taking the time to speak with [Redacted] last week. As promised, please find attached a copy of the notes from that meeting. I would be very grateful if you could let me know as soon as possible if you have any changes to this record.

Best wishes

[Redacted] TDC

Protecting your data
We know how important keeping your personal data secure and safe is. It's very important to us too. We only collect and keep personal information about you so we can provide the services you need, to help us keep details about those services and our contact with you. We will only share your personal data to help us provide services.
Duty to Co-operate Meeting – Tandridge District Council and Wealden District Council

Wednesday 13 June 2018
(By telephone)

Present: [Name] (ST) (TDC) and [Name] (WDC)

provided an update on the preparation of the Tandridge Local Plan, which included showing a map of the District, and indicated those sites that would be allocated in the TDC Local Plan that would be relevant to Wealden District Council as they are near the boundary of the two areas. TDC will be publishing their Local Plan on 21st June 2018, putting it to Committee on 3rd July and, subject to committee approval, running their Consultation from Monday 16th July to Tuesday 28th August 2018.

It was agreed that a Statement of Common Ground (SoCG) would be prepared by TDC. Consideration would be given as to how to respond to the Ashdown Forest as WDC were not a signatory to the SoCG on the Ashdown Forest.

reported that TDC hope to meet a target of 6,150 new homes, not close to their 9,400 identified housing need, or the Government target of 12,900. WDC standard methodology is 950dpa, which is similar to the OAN. WDC can meet this need, although consideration has been given to the area which is covered by the South Downs National Park. Windfall allowance is included within the housing delivery, but due to the implications of development on the Ashdown Forest, it will be directed to different settlements.

WDC sits in a Housing Market Area with Eastbourne and would help them to meet their unmet need. However, this would be reliant on the off line provision of the A27, which isn’t due till 2030.

WDC have a Gypsy and Traveller need of 21 pitches, which is being met through Council owned sites.

explained how mitigation to the Ashdown Forest was being drawn up with neighbouring authorities as well as the Plan needing to consider constraints to the South.

Cabinet Member at Wealden for Planning is [Name]
RE: Ashdown Forest Transport Model

Sent: 25 January 2018 16:11

From: [REDACTED] TDC
To: [REDACTED] WDC
CC: [REDACTED]

**Note:** Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments

- image001.png (6 KB); image002.jpg (737 B);

Dear [REDACTED],

Yes I can confirm that the use of our OAN (470pa) for Tandridge is consistent with what the Ipsas have agreed as part of the Ashdown Forest Statement of Common Ground.

Regards

[Footer]

---

From: [REDACTED] (at wealden.gov.uk)
Sent: 25 January 2018 16:05

http://archivemanager.wealden.gov.uk/app.html?id=5af5bab-5f6b-43b7-82b3-c711b1fd1f81[18/12/2018 11:29:37]
To: TDC
Cc: WDC
Subject: Ashdown Forest Transport Model

Dear [Name],

Wealden District Council is currently re-running its transport model to help determine impacts upon Ashdown Forest SAC, Pevensey Levels SAC and Lewes Downs SAC in relation to air quality for the forthcoming publication of the Wealden Local Plan due to be published for committees in April. In the spirit of the statement of common ground, that has yet to be finalised, I would like to confirm the housing numbers that we are using for your area.

We have taken the information you have provided for the statement of common ground as a starting point but we have had to adapt this to meet Habitat Regulations Assessment for the Wealden Local Plan. This means that we have had to assume the amount of growth in your area up until 2028 (the end date of the Wealden Local Plan) as opposed to the end date of 2033 which is contained in the table in the statement of common ground taken from your Objectively Assessed Housing Need Report 2015.

We have used your objectively assessed housing number of 470 dwellings per annum from your 2015 OAHN Report and multiplied this by 14 years (the Wealden Local Plan period) to allocate 6580 to the middle super output area for Tandridge in the transport model.

In order to meet our timescales for the Local Plan we need to run the model the next week. I would be grateful if you could let me know close of play Monday if you have any concerns with regards to the numbers that we are proposing to use.

Kind regards,

[Name]

Environment and Community Services
Wealden District Council | Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX
@wealden.gov.uk | Web. www.wealden.gov.uk/planningpolicy

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http://archivemanager.wealden.gov.uk/app.html#/message/66030e09-50b6-233e-5c6b-e063c71ab1fd/18/12/2018 11:29:37

TAN16
Hi,

Just to confirm the model that we have at the moment does not provide MSOA level detail beyond Wealden District and we are using TEMPRO data for the in combination assessment.

When we do have the model and we input development data from other local authorities this should provide a amalgamated number of resulting AADT on the roads across the Forest. I am not sure at this point whether there will be a breakdown of AADT from individual local authorities. If this information is available and subject to a request under EIR we would need to consider whether it would be in the public interest to disclose. Having said this if this data is available I am happy to provide Tandridge data to you. In terms of any information that you may wish to have, that is not already provided to Wealden District and requires additional work from our consultants, it may be necessary to ask for Tandridge to cover the costs. However, we can deal with this at the time if the matter arises.

I can't give specific timescales as there is an issue with the model at the moment which means I have not yet received it. However, when the model is ready I can provide you with outputs if you so require.

Kind regards

[Signature]

---

From: [Email]@tandridge.gov.uk
Sent: 18 September 2017 20:30
To: [Email] WDC
Cc: [Email]
Subject: GTA Civils Technical Note on the Ashdown Forest Traffic Model
Hi [Name],

I hope you are well.

You may have mentioned that I spoke with her earlier today in relation to the GTA Civils Technical Note on the Ashdown Forest Traffic Model. I have a couple of queries on this and I would be grateful for your advice if you don’t mind?

On page 6, Table 2.1 indicates that all Tandridge MSOAs are combined into a single zone. Paragraph 2.1 states the model takes as user input the number of housing units to be assessed in each zone, and creates estimates of the number of AADT vehicle trips generated by that user input development, and allocates those trips to routes. The model output includes, for selected highway links, the new AADT traffic arising and base year and forecast year (with and without the development) total AADT traffic flows on those highway links.

On page 12, paragraph 2.31 confirms that additional development AADT on each Ashdown Forest model highway link are calculated as totals from each origin MSOA and as the grand total for all MSOAs.

So it seems that the GTA Civils Model will be able to estimate AADT vehicle trips on Ashdown Forest highway routes that have originated from the Tandridge District zone.

My first question is will this Tandridge specific data be made available as part of the public release of supporting evidence? Or if not, can we please request receipt of the supporting technical information as relevant to Tandridge District, that will have been completed by GTA Civils? Is there any indication as to when this may be available? As the traffic modelling is an input into the air quality or

http://archivemanager.wealden.gov.uk/app.html#/message/7dcade88-833e-e6f2b-cc6a-9a96e5117abb[18/12/2018 11:52:27]
Dtc Meeting Notes

Sent: 29 October 2015 17:04
From: TDC
To: Marina Brigginshaw;

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments
image001.png (6 KB); Tandridge - Wealden DtC 1 October.doc (46 KB);

Hi

I hope you are well and know there is probably a lot going on. Anyway I apologise on sending you through these notes from our DtC meeting at the beginning of month.

Can I ask that you look through and get that back to me by 10th November.

Thank you in advance.

Kind Regards

Tandridge District Council
The Council Offices
Station Road East
Oxted,Surrey
RH8 8BT

Head of Strategic Planning
Policy
Planning Policy
www.tandridge.gov.uk

Please don't print this e-mail unless you really need to. Save paper.

RE: Dtc Meeting Notes

Sent: 4 November 2015 10:36
From: WDC
To: TDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments
- Tandridge - Wealden Dtc 1 OctoberMB.doc (47 KB); image001.png (6 KB);

Hi TDC

A couple of minor amendments, but nothing of significance.

Kind regards

WDC

Hi

I hope you are well and know there is probably a lot going on. Anyway I apologise on sending you through these notes from our Dtc meeting at the beginning of month.

Can I ask that you look through and get that back to me by 10th November.

Thank you in advance.

Kind Regards

Tandridge District Council

http://archivemanager.wealden.gov.uk/app.html#/message/b186c11b-0da8-3153-6da9-812f9584de44|18/12/2018 15:37:49|
Archive Manager

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Oxted, Surrey
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[Redacted]

Head of Strategic Planning Policy
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[Redacted]
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<table>
<thead>
<tr>
<th>Strategic Topic</th>
<th>Specific Matter/Issue</th>
<th>Outcome/Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Documents</td>
<td>● TDC and WDC discussed the progress with their Local Plans.</td>
<td>● No action necessary.</td>
</tr>
</tbody>
</table>
| Housing Need         | ● WDC housing need is 735 per annum, at the upper end of a 660-735 range. They are looking to deliver approx. 832 per annum, with a development of just under 10,000 units at Hallsham doubling the settlement size; this is predicated with A27 upgrades between around Lewes and Polecate. It is proposed that any housing surplus would be directed towards Eastbourne to help them meet need.  
 ● Both authorities discussed their Strategic Housing Market Assessment (SHMA) which showed that there were very minor links between the authorities. However, it was clear that WDC and TDC had stronger housing connections elsewhere and could not help each other meet needs. | ● TDC and WDC discussed helping to meet joint needs, but unable to help each other. |
| Housing Supply       | ● Settlements defined as unsustainable in WDC settlement hierarchy to receive up to approximately 50 homes each. This will be small scale development of 1 or 2 bedroom houses; helping the viability of the settlement.  
 ● TDC have not really identified any sites that are seen to have a link with WDC, although it was also noted that Lingfield and Dormansland Parish Council’s Neighbourhood Plan is based on small scale development within the settlement boundaries, and should therefore not have a knock-on effect on WDC. | ● WDC should be consulted on Lingfield and Dormansland Neighbourhood Plans. |
| Gypsies and Travellers| ● WDC doubt they will reach their need of 53 pitches per annum, based on land supply. They are undertaking a similar approach to TDC in trying to identify potential sites for expansion, such as looking at existing sites, making unauthorised sites authorised. TDC are unlikely to meet their needs. However, work is still ongoing. TDC is likely to commission a Gypsy and Traveller Accommodation Assessment (GTAA) with East Surrey, which could contain details of traveller sites and the routes they travel. This information | ● MSDC and TDC to consider future action regarding the mapping of traveller sites and routes. |
| Employment, Retail, Leisure and Commercial | • No cross boundary issues identified | • TDC and WDC discussed helping to meet joint needs, but unable to help each other. |
| Green Space and Nature Conservation | • Discussions took place regarding Strategic Access Management and Monitoring (SAMM) and Suitable Alternative Natural Greenspace (SANG) Wealden were putting in place for Ashdown Forest. A SANG barrier will be used by WDC up to around 7km from Ashdown forest, and a SAMMs only approach is to be used by WDC over 7km away where appropriate. • Ashdown Forest visitor survey showed that 99% of visitors came from within 15km, and 70% within 7km. A new review is being undertaken to better inform SAMM and SANG. TDC are to sign the legal agreement on the SAMM with Wealden. As part of the SAMM, a visitor survey is to be carried out twice in Spring and Summer 2016. TDC will be using this information to set out their policy approach to the Ashdown Forest but will continue to work with Wealden on this issue. • The High Weald Area of Outstanding Natural Beauty crosses both authorities. WDC discuss their Night Sky research in the District Revenue Levels. • It was discussed that Biodiversity Opportunity Areas (BOA) stretch across district and county boundaries. South eastern corner of TDC (towards Lingfield and Dormansland) is not considered a BOA. It was recommended by TDC to Surrey Wildlife Trust that this area should be considered as a BOA. TDC promised to share the outcome of this with Wealden. | • TDC and WDC agree to continuing work on SAMM agreement. • Ashdown Forest Visitors Survey to be shared between WDC and TDC • TDC and WDC agree to continue to work together with unit regarding AONB. • TDC and WDC agree to have ongoing conversations regarding the Biodiversity Opportunity Areas towards Lingfield and Dormansland. |
| Transport | • It was discussed that no real implication will be had on road networks with TDC development. Any issues would be identified through nitrogen deposition SMM work (with regards to Ashdown Forest). | • TDC and WDC to share information identified on their own transport models if anything related to each other’s district is highlighted. |
| Telecoms | • No cross boundary issues identified | • No action necessary |
| Energy | • No cross boundary issues identified | • No action necessary |
| Water | • No cross boundary issues identified | • No action necessary |
| Waste | • No cross boundary issues identified | • No action necessary |
| Flooding | • No cross boundary issues identified | • No action necessary |
| Health and | • No cross boundary issues identified | • No action necessary |
RE: Dtc Meeting

Sent: 7 August 2015 14:15
From: TDC
To: WDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments: image002.png (6 KB); image003.png (6 KB);

Great, see you then.

TDC

Tandridge District Council
The Council Offices
Staunton Road East
Oxted, Surrey
RH8 0BT
Fax: 01883 722015
www.tandridge.gov.uk

From: [Email redacted]
Sent: 07 August 2015 14:15
To: TDC
Subject: RE: Dtc Meeting

Hi TDC

Yes I am free and happy to come along.

WDC
Hi WDC

I hope you are well. We are organising a duty to cooperate meeting so that we can discuss our Reg 18 Local Plan, including the scenarios for development we are looking at and any cross boundary issues we may have. I won't prepare an agenda as the meeting will be based on us sharing the forthcoming plan to be published in December for consultation. We will also go through relevant themes, i.e. housing, employment, retail and then you can provide us with an update on your plan.

We are aiming for a meeting on Thursday 1st October. Firstly are you available and if so could you attend a meeting at 2pm at our offices?

I look forward to hearing from you.

TDC
RE: Wealden District Guidance

Sent: 22 July 2015 08:36

From: TDC

To: WDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

1 Attachments

image001.png (6 KB);

WDC

Thank you very much and I can appreciated the amount of work and will keep this confidential.

Kind Regards

Tandridge District Council
The Council Offices
Station Road East
Oxted, Surrey
RH8 0BT

Head of Strategic Planning Policy
Planning Policy

Fax: 01883 722015
www.tandridge.gov.uk

From: [redacted]@wealden.gov.uk
Sent: 22 July 2015 08:34
To: [redacted]
Cc: [redacted]
Subject: Wealden District Guidance

Dear All,

Further to our meeting last week, I am attaching the Wealden District Guidance Notes for Ashdown

http://archivemanager.wealden.gov.uk/app.html#message/b6c0458e-76f7-1d8c-4165-800c3094a0ff9/[18/12/2018 15:49:15]
Forest SPA.

These guidance notes were completed last night, and will be published later on this afternoon together with a press release. I hope you will appreciate with the quick turn around time for such a large and technical document I was unable to provide this to anyone any sooner. Although it will be published later today I would appreciate if you could keep it confidential until it is published as this has had very limited circulation.

If you have any queries about the document, please call either myself or [Redacted] I have an external meeting this morning and afternoon, but I will try to answer any calls within the time between meetings.

I have also just sent the same document to Natural England for their information.

Thank you

[Redacted]

Strategic Planning Manager | Environment and Community Services
Wealden District Council | Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX
[Redacted]@wealden.gov.uk | Web. www.wealden.gov.uk/planningpolicy

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http://archivemanager.wealden.gov.uk/app.html#/message/b6c0458c-76f7-1d8c-4165-8cc3094a0ff6/[18/12/2018 15:49:15]

TAN 28
RE: Meeting with Wealden DC - 9th June 2015

Sent: 23 June 2015 13:48
From: WDC
To: TDC
CC: TDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments:
Meeting minutes with TDC 9th June 2015.FINAL.doc (32 KB); image001.png (6 KB);

Hi TDC

Thank you for your email. I have removed the paragraph as requested and attach a final version of the notes of the meeting.

Kind regards,

[Name]

Planning Policy Officer | Environment and Community Services
Wealden District Council | Council Offices | Vicarage Lane | Halsham | East Sussex | BN27 2AX
@wealden.gov.uk | Web: www.wealden.gov.uk/planningpolicy

From: [Redacted]@tandridge.gov.uk
Sent: 22 June 2015 16:46
To: WDC
Cc: TDC
Subject: RE: Meeting with Wealden DC - 9th June 2015

Dear WDC

Thank you again for meeting with me and for putting these notes together. I have reviewed the notes and have one comment, as attached.

Kind Regards

[URL]
From: [Email Redacted]@wealden.gov.uk
Sent: 17 June 2015 13:33
To: [Email Redacted] TDC
Cc: [Email Redacted]
Subject: Meeting with Wealden DC - 9th June 2015

Dear [Email Redacted] TDC

Thank you for taking the time to meet with us about our new Local Plan. We found it really useful and will help input to the development of the plan.

As discussed I have attached a copy of the notes from the meeting for your comments and approval.

As and when there are any developments with the work being undertaken on the Ashdown Forest we will of course let you know.

Kind regards,

[Email Redacted]

[Email Redacted] Planning Policy Officer | Environment and Community Services
Wealden District Council | Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX
[Email Redacted]@wealden.gov.uk | Web, www.wealden.gov.uk/planningpolicy

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WEALDEN DISTRICT COUNCIL

Wealden Local Plan Duty to Co operate

Tuesday 9th June 2015 - 2.30 p.m. to 4.00 p.m.

Tandridge District Council offices, Oxted

Notes from meeting

Present:

(WDC) -
(WDC) -
(TDC) -

WDC opened the meeting and outlined WDC current Local Plan status and the timetable for the preparation of the Wealden Local Plan. The first stage being consultation on an Issues, Options and Recommendations document in October this year. The anticipated date for adoption is 2017 to 2018 depending on the timescales of examination. This document will be an all encompassing Local Plan, including the review of the Core Strategy.

WDC confirmed that this meeting was confidential.

Strategic Housing Market Assessment (SHMA)

WDC confirmed that WDC had received this week a final draft of the SHMA and outlined the initial findings and authorities that fall within Wealden's housing market area (HMA). Tandridge does not fall within the HMA identified.

ST confirmed that GL Hearn had prepared work for TDC on objectively assessed housing need (not a full SHMA) in 2014 which outlined a need of 460 dwellings per annum. This was quite a contentious issue locally, including at appeal, and TDC appointed consultants (Arc 4 and Edge Analytics) in November 2014 to undertake a full SHMA. The initial findings raised concerns for TDC and they employed a critical friend to assess the report. DC's annual delivery rate is around 260 dwellings per annum and their Core Strategy (which was adopted in 2008) has a target of 125 dwellings per annum.

WDC outlined the range of objectively assessed housing currently identified in the SHMA between 2013 to 2033. The demographic option is 660 dwellings per annum and the economic option is 735 per annum. Taking into account the Core Strategy allocations the range based on these option are 6,115 dwellings to 7,615 dwellings. In addition to this MB confirmed that initial
estimations indicated that the current housing shortfall of other adjoining authorities (Lewes, Rother, Eastbourne, Hastings and Tunbridge Wells) is approximately 20,000 dwellings. It was acknowledged that this estimate is based on plans with different timescales anticipated for the Wealden Local Plan. As part of the duty to cooperate meetings this figure will be investigated, as it is based on assumptions made by WDC.

**Spatial development options**

WDC

produced a map showing the most recent preferred option for growth (development focused in the south of the District away from the Ashdown Forest). The biggest constraint in the District is the Ashdown Forest. WDC confirmed there are currently waste water capacity constraints in the south of the district however these are likely to be resolved in the medium to long term.

WDC are in the process of commissioning consultants to undertake traffic modelling work to assess the impact of traffic movements across the whole district and the impact this has on nitrogen deposition on Ashdown Forest SAC. This will include Tandridge however confirmed that it is unlikely, due to the location of Tandridge in relation to Wealden District Towns, that it will have any impact. WDC will keep TDC informed when the results come out and if there is any impact on them.

TDC

confirmed that most of TDC traffic movements are towards London and East Grinstead/ Reigate and there is not much connectivity with Wealden.

**Non residential development**

TDC

confirmed that TDC are about to undertake a new employment study and this will be published alongside the other evidence base work at the end of the year. They are working on a new Local Plan and are aiming for a Regulation 18 consultation in December 2015/ January 2016, a regulation 19 consultation in autumn 2016, submission early 2017 and adoption by the end of 2017.

TDC are currently undertaking a green belt assessment which is being reported to their members over the next few months.

WDC

It was agreed the main cross boundary infrastructure issue is the Ashdown Forest and outlined the current position with regard to SANGs and SAMMs and the Judicial Review Process. confirmed that there is an additional hearing to take place on 11th June on a narrow point relating to SANGS. WDC will inform TDC of the outcome of the Judicial Review because this may impact them if we have to look at a larger zone of influence (15km or wider), which would have an impact on other Local Authorities including Tandridge.

WDC

confirmed that another visitor's survey would be undertaken on the Ashdown Forest as part of the evidence base for the new local plan. WDC will let TDC know when the results are known in case there are any impacts for them.
Other

WDC confirmed that WDC would send through the notes of the meeting to [Redacted] for approval and a full scoping report would follow outlining the issues for comment.

WDC confirmed that the information provided from this meeting would input into the Wealden Local Plan preparation.
RE: Meeting with Wealden DC - 9th June 2015

Sent: 22 June 2015 16:46

From: TDC
To: WDC
CC:

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments

- image001.png (6 KB)
- Meeting minutes with TDC 9th June 2015.doc (33 KB)

Dear WDC,

Thank you again for meeting with me and for putting these notes together. I have reviewed the notes and have one comment, as attached.

Kind Regards

Tandridge District Council
The Council Offices
Station Road East
Oxted, Surrey
RH8 0BT
Head of Strategic Planning
Policy
Planning Policy

Fax: 01883 722015
www.tandridge.gov.uk

From: [email protected]@wealden.gov.uk
Sent: 17 June 2015 13:33
To: TDC, WDC
Cc:
Subject: Meeting with Wealden DC - 9th June 2015
Dear TDC

Thank you for taking the time to meet with us about our new Local Plan. We found it really useful and will help input to the development of the plan.

As discussed I have attached a copy of the notes from the meeting for your comments and approval.

As and when there are any developments with the work being undertaken on the Ashdown Forest we will of course let you know.

Kind regards,

[Name]

[Planning Policy Officer | Environment and Community Services]
Wealden District Council | Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX
[Email]@wealden.gov.uk | Web, www.wealden.gov.uk/planningpolicy

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Wealden District Council
Duty to Co-operate meeting - Tuesday 9th June

Sent: 4 June 2015 11:58
From: WDC
To: TDC, WDC
CC: TDC, WDC

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

1 Attachments

Tandridge DC. Meeting Agenda. 9th June 2015.docx (20 KB);

Dear TDC

Please find attached an agenda for our meeting on Tuesday 9th June.

Kind regards,

WDC

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Planning Policy Officer | Environment and Community Services
Wealden District Council | Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX
@wealden.gov.uk | Web www.wealden.gov.uk/planningpolicy

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TAN 36
Wealden Local Plan

Duty to Co operate meeting Tuesday 9th June 2015

Agenda

1. Current Local Plan status

2. Cross boundary issues;
   
   a. Housing;
      i. Results of the Wealden SHMA
      ii. Update on your SHMA
      iii. Housing Market Area
      iv. Objectively assessed housing need;
         1. Date of assessment and any planned review
         2. Demographic, economic, market signals and affordable housing elements.
         3. Surplus/ shortfall (geography, specific needs)
         4. Discussions with other authorities
      v. Housing numbers and broad locations
   
   b. Employment;
      i. Update on Employment Land Review;
         1. Surplus/ deficit floorspace (manufacturing, office)
         2. Response to findings
         3. Any review planned
      ii. Functional Economic Market Area
   
   c. Retail;
      i. Update on shopping studies;
         1. Surplus/ deficit floorspace (comparison and convenience retail)
         2. Response to findings
         3. Any review planned
   
   d. Infrastructure;
      i. Identification of cross boundary issues
   
   e. Ashdown Forest

3. Discussions with other authorities

4. Any other business
RE: Wealden Local Plan

Sent: 23 April 2015 17:29

From: TDC
To: WDC
CC: 

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1 Attachments
- image001.png (6 KB);

Dear WDC,

Thank you for your email. I agree it would be helpful to have a discussion under D&C about your SHMA.

I also think it would be worthwhile to pick up on your comments to us on the Functional Economic Area (FEA) consultation we are running.

The morning of the 1st June or the morning of the 5th June could work for me. Are any of these suitable?

I look forward to hearing from you.

Kind Regards

Tandridge District Council
The Council Offices
Station Road East
Outwood, Surrey
RH8 0BT

Fax: 01883 722015
www.tandridge.gov.uk

http://archivemanager.wealden.gov.uk/app.html#message/056896c5-00db-4dd2-7cfa-29b175723146/[18/12/2018 16:04:40]

TAN 38
From: [Redacted]@wealden.gov.uk
Sent: 21 April 2015 09:00
Subject: Wealden Local Plan

Dear [Redacted]

As you may be aware Wealden is preparing a new local plan to review the adopted Core Strategy and combine this with the Delivery and Site Allocation Plan. It is our intention to consult on an Issues and Options paper in October this year in line with our Local Development Scheme. We are currently finalising our Strategic Housing Market Assessment with our consultants and would like the opportunity of discussing the outcomes of this report and the direction of the Issues and Options Paper before we finalise the document for consultation. It is our intention to put together a paper to inform the discussion to provide you with the background to the document and the issues that Wealden face, especially in relation to housing numbers and the Duty to Co Operate.

If possible Marina and I would like to meet with you in June to help inform the preparation of the document at an early stage therefore if you could suggest some convenient dates and times I would be grateful. It is our intention to provide you with the background paper towards the end of May once the work has concluded on the SHMA.

Thank you in advance

[Redacted]

Planning Policy Officer | Environment and Community Services
Wealden District Council | Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX
Web, www.wealden.gov.uk/planningpolicy

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http://archivemanager.wealden.gov.uk/app.html#/message/056099c5-00db-bb42-7cfa-29b17b723146/[18/12/2018 16:04:40]
RE: CONFIDENTIAL

Sent: 31 March 2015 08:15
From: TDC
To: MSDC
CC:  

Note: Attachments may contain viruses that are harmful to your computer. Attachments may not display correctly.

2 Attachments
- image002.png (6 KB); image003.png (6 KB);

Dear [Redacted]

Thank you for this. I am just catching up on my emails from the last few days and therefore have yet to get in contact with Marina.

If you have a meeting to discuss this on the 16th April, then I think it would be really helpful if I could come along to discuss the SANG.

I look forward to hearing from you.

Kind Regards

[Redacted]

Tandridge District Council
The Council Offices
Station Road East
Oxted, Surrey
RH8 0BT

[Redacted]

@tandridge.gov.uk

www.tandridge.gov.uk

From: [Redacted]@midsussex.gov.uk

http://archivemanager.wcalden.gov.uk/app.html#message/e52f21c8-3ee0-4f41-81b4-7f3a30b70070[18/12/2018 16:05:23]