

Chichester Local Plan 2021 - 2039

Statement of Common Ground between

**Chichester District Council and
Horsham District Council**



June 2024

Version

Version	Date	Changes
Version 0.1	26/01/23	First draft (CDC)
Version 0.2	03/11/23	Revised draft (CDC)
Version 0.3	21/12/23	Revised draft (HDC)
Version 0.4	15/04/24	Revised draft (CDC)
Version 0.5	18/04/24	Revised draft (HDC)
Version 0.6	01/05/24	Version for signing

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1. Introduction

- 1.1. This Statement of Common Ground (the Statement) has been prepared by Chichester District Council (CDC) and Horsham District Council (HDC) (the parties) to support the Chichester Local Plan 2021 – 2039 and the Horsham Local Plan (2023-2040). It reflects the position between the two parties in relation to key strategic matters and also addresses points made by HDC in their representations to the Chichester Local Plan Regulation 19 consultation.
- 1.2. This Statement ensures the requirements set out in the National Planning Policy Framework (NPPF) have been met. The NPPF states: ‘*Local planning authorities are under a duty to cooperate with each other, and with other prescribed bodies, on strategic matters that cross administrative boundaries.*¹ The purpose of the Statement is to document the strategic matters being considered and the progress made in cooperating to address them at the respective stages of the Council’s plan making processes. It focuses on areas where there is agreement, and if appropriate those matters where work is ongoing to resolve differences. The Statement is intended to be updated as circumstances change, and agreement occurs on any outstanding issues. The Statement also forms part of the evidence to demonstrate compliance with the Duty to Cooperate during the preparation of the Chichester Local Plan 2021 - 2039 and the Horsham Local Plan (2023 – 2040)

2. List of parties involved

- 2.1. This Statement has been prepared between CDC and HDC.

3. Relationship with other documents

- 3.1. Where appropriate CDC have prepared separate Statements with other duty to cooperate prescribed bodies. All Statements will be published on the CDC website². HDC have confirmed it will also published all Duty to Cooperate Statement on their website³.
- 3.2. Unless otherwise stated, all evidence documents referred to in this Statement have been published on the CDC website.

4. Strategic Geography

- 4.1. The Chichester Local Plan area is identified in Appendix 1. The Horsham Local Plan area is identified in Appendix 2.
- 4.2. Chichester District and Horsham District are neighbouring local authorities located within the County of West Sussex. Parts of both authorities lie within the South Downs National Park (SDNP) and, as a consequence, only the northern part of the Chichester Local Plan Area adjoins the area covered by the Horsham District.

5. Planning Documents – Current Status

- 5.1. CDC’s current adopted Local Plan comprises the adopted Local Plan: Key Policies 2014-2029 (July 2015) and adopted Site Allocation Development Plan Document (DPD) (January 2019). CDC is at an advanced stage of preparing a new Local Plan (Chichester Local Plan 2021 - 2039) which will replace the Key Policies 2014-2029 and cover the period to 2039.

¹ Paragraph 24, NPPF (2023)

² Statements of Common Ground are published on the website at <https://www.chichester.gov.uk/dutytooperate>

³ Statements of Common Ground are published on HDC’s website at: <https://www.horsham.gov.uk/planning/local-plan/local-plan-review-evidence-base>

5.2. Information on the stages that have taken place and the expected timetable for adoption of the new Chichester Local Plan and Horsham Local Plan is set out in Table 1 below.

Table 1: Preparation of Chichester and Horsham Local Plan Review

	Regulation 18 consultation	Regulation 19 consultation	Submission	Adoption date
Chichester District	Issues and Options (June – August 2017) Preferred Approach (December 2018 – February 2019)	Publication February/March 2023	3 May 2024	Spring 2025
Horsham District	Issues and options (February 2020)	Publication January 2024	Summer 2024	Spring 2025

5.3. The Chichester Local Plan Regulation 18 and 19 stages were subject to public consultation and comments were received from HDC as a statutory consultee.

5.4. The Horsham District Planning Framework (HDPF) was adopted in 2015. A review of the HDPF was commenced in 2018 with a draft Local Plan published in 2020 under Regulation 18. However, progress with the Local Plan was delayed following Natural England’s position statement (September 2021) advising that development proposals, such as new homes and commercial buildings, within the Sussex North Resource Zone should not be permitted, unless water neutrality could be demonstrated.

5.5. The most recently approved Horsham Local Development Scheme (LDS 2023-26) scheduled the publication of a Regulation 19 Local Plan in early 2024. The Council completed its Regulation 19 consultation on the 1 March 2024, with over 1,500 reps submitted to the Council for consideration. The Council will look to submit the plan in accordance with the LDS timetable in June 2024 with examination scheduled towards the end of 2024. The LDS indicates adoption of the Horsham District Local Plan in the spring of 2025. Please refer to Table 1.

6. Strategic matters and record of agreement

6.1. The strategic matters covered by this statement are:

- Housing need
- Water neutrality
- Gypsy and Traveller provision
- Infrastructure
- Air quality

- 6.2. The statement also covers Horsham's representation to the Regulation 19 Chichester Local Plan. CDC and HDC met on the 2nd May and 12th September 2023 during which HDC's Regulation 19 representation and main concerns were discussed.
- 6.3. Appendix 3 sets out a summary of HDC's Regulation 19 representations, CDC's response and, where appropriate, if agreement has been reached on these issues.

Housing Need

Chichester District

- 6.4. Analysis of the housing market areas across the Coastal West Sussex and Greater Brighton area⁴ found that Chichester District is mainly located within the Chichester and Bognor Regis Housing Market Area (HMA) but that northern eastern part of the District around Wisborough Green showed a better connection to the Horsham and Crawley HMA.
- 6.5. Using the Government's standard method, the Local Housing Need (LHN) figure for Chichester District, excluding that part of the district falling within the South Downs National Park, is 638 dwellings per annum (dpa).
- 6.6. Since the publication of the Local Plan Preferred Approach in December 2018 constraints to the capacity of the A27 have led to the council planning for a housing requirement below the LHN derived from the standard method. The proposed Chichester Local Plan housing requirement, as set out in the Regulation 19 Chichester Local Plan, is 575dpa: 535dpa in the southern plan area and 40dpa in the northern plan area. This results in an unmet need of 1,134 dwellings for the Chichester Plan Area over the plan period.
- 6.7. The restriction of housing numbers in the south of the district is due to the inability to fully fund the mitigation required on the A27 to provide for the full LHN. Based on the current transport model, and the uncertainty of the impacts of greater levels of growth alongside the deliverability of modal shift, the Council's approach following discussion with National Highways and West Sussex County Council (WSCC), is to mitigate a level of housing delivery that can be accommodated through a Monitor and Manage strategy.
- 6.8. HDC's representations to Policies S1 and H1 of the Regulation 19 Chichester Local Plan sought further demonstration, through a Statement of Common Ground with National Highways, of why constraints on the A27 will not allow higher growth in the east-west corridor. Discussions with National Highways and WSCC are ongoing in respect of this, the Monitor and Manage measures and drafting of Statements of Common Ground setting out the agreed position.

Horsham District

- 6.9. Historically, Horsham Council has undertaken housing evidence base work with Crawley and Mid Sussex as part of the Northern West Sussex HMA. As of November 2023, annual housing need within Horsham has been calculated through the Standard Method as totalling 917dpa. Notwithstanding, Horsham's Housing Delivery evidence sets out that Horsham District will not be able to accommodate the standard method derived figure of 917 per year. The Horsham District Local Plan (Regulation 19) was endorsed by Council on 11 December 2023. This set out an annualised housing target for the plan period 2024 – 2040 of 777 dpa, with a stepped trajectory

⁴ Defining the HMA and FEMA (February 2017), GL Hearn for the Greater Brighton and Coastal West Sussex Strategic Planning Board. Available at <https://www.adur-worthing.gov.uk/media/Media,147057,smxx.pdf>

that rises from 480 dpa in years 2023/24-2027/28 to 901 dpa in the years 2028/29-2039/40. This means Horsham will have a shortfall of around 2,275 over the plan period.

- 6.10. Along with existing commitments, Neighbourhood Plan allocations and an allowance for windfall development, HDC has sought to maximise housing supply by allocating sites across Horsham District (excluding in the South Downs National Park where it is not the Local Planning Authority) in its Local Plan Review.

Process for seeking agreement to provide for unmet needs

- 6.11. CDC have separately engaged with neighbouring authorities and in the wider housing market areas on their ability to accommodate some or all of CDC's unmet housing need, contacting authorities in December 2021 and then again in December 2022. This included HDC who responded (in January 2023 and again in November 2023) that taking account of Horsham's own high housing targets and accommodating some of the unmet needs of the authorities with whom Horsham have a very direct relationship in housing market terms, it was considered Horsham would not be in a position to accommodate CDC unmet needs. This point was reiterated by HDC in their representation to the Chichester Local Plan Regulation 19 consultation (16 March 2023) and again in their letter dated 24 November 2023.
- 6.12. HDC has, for its part, written to CDC on 24 November 2023 (Appendix 4) confirming that their evidence on housing delivery has led to the conclusion that assessed housing need cannot be met in full, due to the constraint of water neutrality and its ongoing impacts on housing supply, and asking if CDC are able to help meet the Horsham District unmet need. On 18 December 2023, CDC responded to confirm that it was not able to accommodate any of Horsham District's unmet need at the current time (Appendix 5).

Areas of agreement (Housing supply)

- 6.13. Both parties agree that the primary housing market for Horsham District is the Northern West Sussex HMA, whose development needs are substantially driven by the Crawley/Gatwick sub-region, and it is this HMA that would be prioritised with respect to meeting unmet development needs. It is similarly agreed that the primary HMA for Chichester District is the Chichester and Bognor Regis Housing Market Area (HMA) but that there is overlap between the two HMAs at the northern eastern part of Chichester District around Wisborough Green.
- 6.14. In particular, CDC and HDC will continue, through existing duty to cooperate arrangements, to meet regularly, to work together to consider whether and how any identified unmet needs can be met.

Water Neutrality

- 6.15. Both parties are affected by the issue of water neutrality. Part of the northern Chichester Local Plan area and all of Horsham District and parts of Crawley Borough District fall within Southern Water's Sussex North Water Resource Zone (WRZ). The WRZ is supplied by the Pulborough groundwater abstraction site, which is located close to a group of nature conservation sites known as the Arun Valley Sites (SAC, SPA and Ramsar). In September 2021, the Councils received a position statement from Natural England advising that it could not be concluded that extraction was not having an impact on the Arun Valley Sites and that development proposals, such as new homes and commercial buildings, within the Resource Zone should not be permitted, unless water neutrality could be demonstrated.

- 6.16. Both CDC and HDC have worked with Crawley Borough Council, Natural England, Environment Agency, Southern Water and other partners to address this issue. The three local authorities commissioned the preparation of a technical evidence base and development of a Water Neutrality Strategy to address the in-combination impacts of planned development across the whole Water Resource area. This work has involved the setting up of several cross authority officer groups to take forward the technical work, the employment of a specialist project manager to progress, manage and development of a water neutrality mitigation strategy. The proposals put forward by the strategy, which has been endorsed by Natural England⁵, are: reducing water demand through defined water efficiency requirements for new development, water company demand management delivery and a Local Authority/National Park Authority led offsetting scheme. A joint Water Neutrality Topic Paper has been prepared which sets out details of the technical evidence base and appraisal of water supply offsetting measures, which are necessary to enable water neutral new development.
- 6.17. The Sussex North Water Resource Zone authorities have prepared a joint Local Plan water neutrality policy setting out significantly tighter water efficiency measures for new development and requiring offsetting of any remaining projected net increase in water use. This is included as Policy NE17 (Water Neutrality) in the Chichester Local Plan 2021-2039 and Policy 9 (Water Neutrality) in the Regulation 19 Horsham Local Plan 2023 - 2040. HDC through their response to the Chichester Local Plan Regulation 19 have expressed support for Policy NE17.
- 6.18. Both CDC and HDC are parties to a separate Statement of Common Ground on water neutrality, which sets out further details regarding the cooperation and joint work to resolve this strategic issue including the establishment and deployment of the Sussex North Offsetting Water Scheme (SNOWS) a joint water neutrality offsetting scheme within the WRZ. This separate statement has been agreed by all the affected local authorities and endorsed by the Environment Agency, Natural England and Southern Water. The Statement of Common Ground on Water Neutrality was signed or endorsed by all relevant parties in July 2023. A copy will be made available on the respective websites of both Councils as part of the evidence base.

Areas of agreement

- 6.19. CDC and HDC agree that, together with other partners, they will continue to work in a collaborative and proactive manner on the issue of water neutrality and the delivery and implementation of the Water Neutrality Strategy.

Gypsy and Traveller Provision

- 6.20. The Chichester Gypsy and Traveller and Travelling Showpeople Accommodation Assessment (GTAA) (2022) identified a need for 158 pitches and 40 plots over the plan period. This figure encompasses the total level of need potentially related to travellers and further analysis is being undertaken to establish the level of need within that figure that would fall within the revised definition of travellers contained in Planning Policy of Traveller sites (December 2023) (PPTS). The Council propose to meet the pitch need through the allocation of new sites and intensification of a number of existing sites, making a proportionate provision on strategic allocations and a requirement for provision on all other sites over 200 dwellings that may come forward over the plan period (provided a need is remaining at the time) and through the development of windfall sites when assessed against a criteria based policy. Plot provision will be made through the provision

⁵ See https://www.chichester.gov.uk/media/37580/Natural-Englands-endorsement-of-Sussex-Water-Neutrality-Study-Part-C-Mitigation-Strategy/pdf/Natural_England_s_endorsement_of_Sussex...igation_Strategy_Final_24_Nov_2022.pdf

of additional plots on an existing site, making provision within the Southbourne Broad Location for Development and as part of the employment allocation south of Bognor Road.

- 6.21. Depending on the final need requirement falling within the PPTS 2023 definition, CDC will potentially be able to meet the need for Gypsies and travellers. However, a shortfall in meeting the needs of travelling showpeople within the first five years of the Plan will remain.
- 6.22. CDC have discussed unmet Gypsy and Traveller needs with neighbouring authorities at duty to cooperate liaison meetings and wrote in December 2022 to neighbouring authorities, and those in the wider housing market areas, to establish if any were in a position to assist; this included HDC. However, no authority has confirmed that they are in a position to assist.
- 6.23. HDC has updated its GTAA (November 2023) to understand the current need within Horsham District. The final assessment stipulates there is a need for 108 pitches over the plan period to 2040. There is also a need for 20 pitches for undetermined households over the plan period to 2040. Horsham District Council has a net supply of pitches equating to 69 pitches which leaves a shortfall of 59 pitches. Horsham District Council confirmed through written correspondence dated the 23 November 2023 that it will not be in a position to accommodate any of Chichester's shortfall with regards to Gypsy and Travellers pitches within the plan period and requesting assistance in meeting the Horsham District shortfall. CDC responded on 18 December 2023 confirming they are unable to assist at this time.

Areas of agreement

- 6.24. It is agreed that the HDC position is that they are currently not able to assist in meeting any unmet Gypsy and Traveller or Travelling Showpeople needs arising from the Chichester Local Plan area. It is similarly agreed that the CDC position is that they are not able to assist in meeting the unmet Gypsy and Traveller or Travelling Showpeople needs arising from the Horsham District Local Plan area.
- 6.25. CDC and HDC will continue, through existing duty to cooperate arrangements, to work together to consider whether and how any identified unmet needs can be met. Both Councils will positively consider applications not yet identified and monitor opportunities for identification where it is appropriate.

Infrastructure

- 6.26. CDC has prepared an Infrastructure Delivery Plan (IDP) to support the Chichester Local Plan. HDC has been consulted at various stages of preparing the IDP to identify any potential cross boundary capacity issues. HDC's Regulation 19 representation to the Chichester Local Plan specifically referred to the strategic parish housing number in Loxwood Parish (Policy AL15) and that cumulative impacts had been considered to ensure that the potential for additional pressures on infrastructure within Horsham District is addressed.
- 6.27. CDC commissioned a Transport Study⁶ for the northern plan area to understand the impact of a number of alternative growth options on the local highway network and the network further afield, including Horsham District. This Study was undertaken with input from the local highway authority, West Sussex County Council (WSCC).

⁶ Chichester Transport Study (Local Plan Review Transport Assessment): Appendix A – Northern Sites Review, (January 2023), Stantec

- 6.28. The Study assessed the impact on three key routes/junctions within Horsham district:
- A272/A29/West Street roundabout
 - A29 Stane Street/New Road roundabout
 - A264 Horsham Road/A29 Stane Street roundabout
- 6.29. The Transport Study found that these routes would experience some increase in traffic. This was, however, based on the Study assessing the option proposing the highest level of growth (1,477 dwellings), as it would have the biggest impact on the highway network. Lower growth scenarios, including the scale of development being proposed in the north-east of the plan area through the Chichester Local Plan, would in comparison be expected to have significantly less impact and below the threshold to require mitigation.
- 6.30. Further testing of the distribution of housing in the north-east of the Chichester plan area has been undertaken utilising the Horsham Transport Model (HTM). In Horsham District specifically, the main increase in trips are predicted to be on the A272 west of Billingshurst where the two way flow increases in the AM and PM peak hour equate to less than a vehicle per minute increase, which is unlikely to have a material impact. It is also noted that the draft Horsham Local Plan Transport Assessment does not indicate the need for any mitigation on the A272 junctions close to Billingshurst, although it does highlight a significant increase (from a relatively low base) in traffic on the A272 west of Horsham arising primarily from local plan development in Horsham District. It also highlights a need to mitigate the A29/A264 mini-roundabout at Five Oaks (close to the boundary with Chichester) by means of increasing the use of sustainable transport modes.
- 6.31. The potential for development in the north of the Plan Area to put pressure on parking at Billingshurst railway station has been assessed. However, this would only be likely to be used by people making longer distance trips e.g. to London or Crawley, and evidence from the analysis of historic mobile network data suggested low trip numbers for these destinations.
- 6.32. CDC has also worked with WSCC and NHS Sussex to identify the impact from the proposed scale of development in the north of the plan area on education and health infrastructure respectively. This is summarised in the most recently published IDP. Both WSCC and NHS Sussex have confirmed that on the basis of the proposed housing distribution in the Regulation 19 Local Plan the additional demands arising from development in the north of the plan area can be accommodated through surplus capacity and/or expansion of existing provision. Nevertheless, HDC remains concerned that schools in Horsham District are at or near capacity, and it remains unclear whether there is reliance on schools in Horsham District to address cumulative need in this area. HDC acknowledge and welcome the reference made in the updated Chichester IDP the need to continue to assess the cumulative impact of development on cross boundary local school places and continue to work with CDC on this matter.
- 6.33. CDC and HDC will continue to work closely with WSCC and NHS Sussex respectively to ensure the impacts of development in the north of the plan area on education and health provision over the plan period are addressed.

Areas of agreement and areas of further work

- 6.34. The parties agree that the potential impacts of increased traffic arising from respective new local plans has been assessed and that the cumulative cross-boundary impacts are mitigatable.

However, HDC requires further assurance regarding the potential cumulative impact of development close to Billingshurst on school places.

- 6.35. The parties agree that they will continue, through existing duty to cooperate arrangements, to work together to consider any cross boundary infrastructure impact with a particular focus on meeting cross-boundary educational needs. This Statement will be updated accordingly.

7 Air Quality

- 7.1 Natural England provided comments on the HRA of the Regulation 19 Chichester Local Plan in May 2023. Whilst largely satisfied with the conclusions of the Regulation 19 HRA, Natural England advised that further work was required in respect of atmospheric ammonia levels affecting the Mens SAC. In particular, further evidence was needed to support the conclusion of no Adverse Effect on the Integrity (AEOI) of five Special Areas for Conservation (SACs) adjacent or outside the Chichester Local Plan Area.
- 7.2 CDC have discussed this issue with Natural England and worked with its transport (Stantec) and HRA consultants (AECOM) to undertake further transport modelling and examine the air quality data in more detail to better understand traffic flows on key roads in proximity to these SACs and changes to road traffic emissions over the local plan period. Natural England subsequently confirmed (February 2024) that their outstanding concerns related to the potential increase in ammonia emissions from transport and the impact on The Mens SAC.
- 7.3 In January 2024, Horsham District Council (HDC) published the Horsham Local Plan 2023 – 2040 under Regulation 19. This was accompanied by an HRA to which Natural England raised similar concerns through representations made to the Regulation 19 Local Plan consultation regarding the impact of atmospheric ammonia levels on The Mens SAC.

Areas of agreement and areas of further work

- 7.4 Additional modelling of the impacts is ongoing and CDC and HDC continue to explore and engage with Natural England on potential mitigation measures to address this issue.
- 7.5 The parties agree to work collaboratively with the relevant stakeholders to fully consider and resolve the outstanding matters regarding 'in combination' impact of ammonia levels on the Mens SAC.

8 Governance arrangements

- 8.1 In terms of governance arrangements, the two parties agree to:
- Keep a dialogue open on matters arising which are likely to have significant impacts and implications for the delivery of local plan policies;
 - To work together to achieve identified outcomes in relation to strategic matters;
 - To review and update this Statement in light of any material change in circumstance; and
 - To maintain positive principles of cooperation.

9 Timetable for agreement, review and updating

- 9.1 This statement has been informed by ongoing engagement between the two parties and the parties will continue to work together to address identified strategic matters. This Statement is intended to be a living document that can be reviewed and updated, informed by continued communication

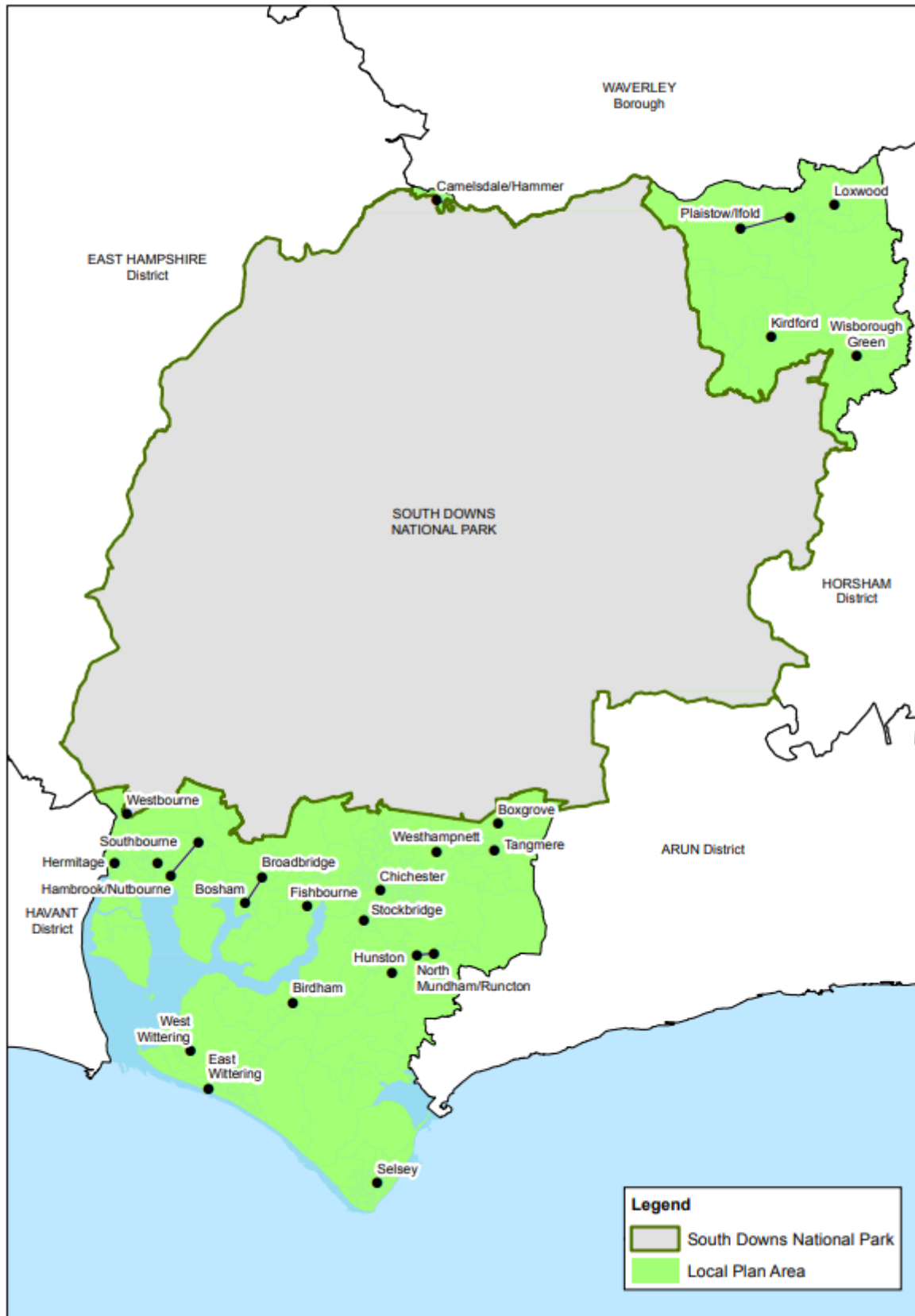
between the parties through meetings, statutory consultation at key plan making stages and electronic communication.

10 Signatories

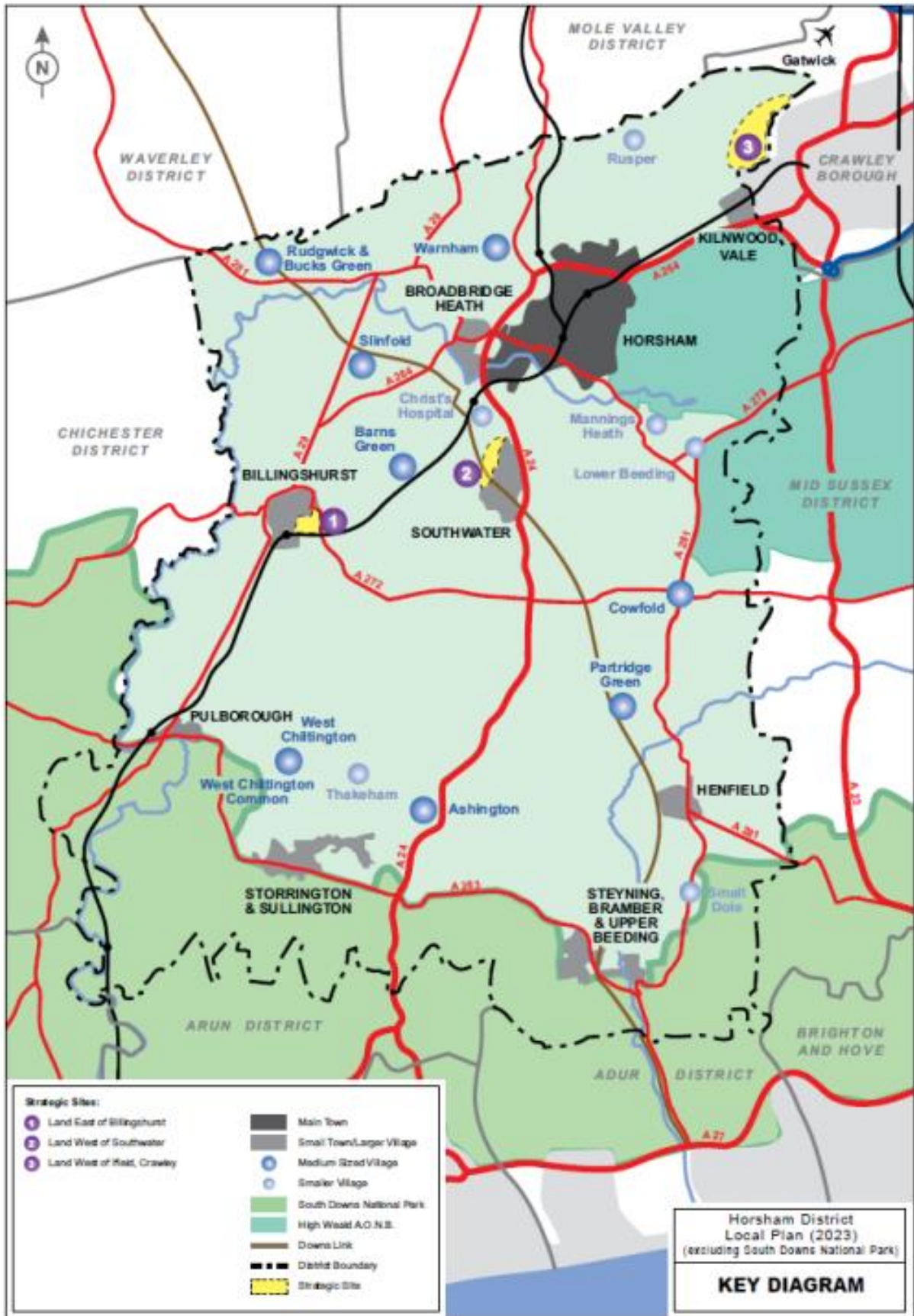
10.1 We confirm that the information in this Statement reflects the joint working to address identified strategic matters that has been undertaken between Chichester District Council and Horsham District Council. The parties will continue to work together to address cross boundary issues.

Signed:	Signed:
	
Name: Cllr Bill Brisbane	Name: Cllr John Milne
Position: Cabinet Member for Planning	Position: Cabinet Member for Planning and Infrastructure
Chichester District Council	Horsham District Council
Date: 20/05/2024	Date: 10/06/24

Appendix 1 – Chichester Local Plan area



Appendix 2 – Horsham Local Plan area



Appendix 3 – Summary of HDC representations to Regulation 19 Chichester Local Plan and CDC response

Local Plan Policy/paragraph	Object/Support	Legally compliant	Sound	Compliant with duty to cooperate	Summary of main issues raised by representation	Summary of proposed change sought	CDC proposed response/action	HDC response
Policy S1 Spatial Development Strategy	Object	Not Stated (NS)	NS	NS	Support in principle but not justified as it stands. Acknowledge meeting full housing requirement would be challenging. HDC not in a position to accommodate any of Chichester’s unmet housing need due to water neutrality and need to prioritise meeting needs from within the Northern West Sussex HMA. SOCG with National Highways should transparently demonstrate why the constraints on the A27 will not allow higher growth in the E/W corridor.		The justification for not meeting the housing needs in full is set out in the Housing Need and Transport Background Papers. The Council is preparing Statements of Common Ground with the National Highways and WSCC.	
Policy NE16 Water Management and Water Quality	Support	NS	NS	NS	Support policy which is clear in its encouragement of efficient use of water as part of good management framework.	n/a	Support noted.	
Policy NE17 Water Neutrality	Support	NS	NS	NS	Water neutrality is a significant issue affecting both our districts. Horsham District Council supports this policy which is derived from the joint work undertaken by Chichester District Council, Horsham District Council and Crawley Borough Council. Look forward to continued working with CDC on the	n/a	Support noted.	

Local Plan Policy/paragraph	Object/Support	Legally compliant	Sound	Compliant with duty to cooperate	Summary of main issues raised by representation	Summary of proposed change sought	CDC proposed response/action	HDC response
					development of the implementation scheme, in order to deliver the JBA Water Neutrality Assessment study. This will ensure all new development is in conformity with the Habitat Regulations and can demonstrate water neutrality.			
Policy H1 Meeting Housing Needs	Object	NS	NS	NS	Support in principle but not justified as it stands. Acknowledge meeting full housing requirement would be challenging. HDC not in a position to accommodate any of Chichester's unmet housing need due to water neutrality and need to prioritise meeting needs from within the Northern West Sussex HMA. SOCG with National Highways should transparently demonstrate why the constraints on the A27 will not allow higher growth in the E/W corridor.		The justification for not meeting the housing needs in full is set out in the Housing Need and Transport Background Papers. Position of HDC in relation to not being able to accommodate unmet need noted.	
Policy H2 Strategic Locations/ Allocations 2021 – 2039	Support	NS	NS	NS	Given the challenges that face Neighbourhood Planning groups in the preparation and delivery of Neighbourhood Plans, (which can potentially delay the delivery of these allocations), we support the identification of strategic sites in the Local Plan, programmed	n/a	Support noted	

Local Plan Policy/paragraph	Object/Support	Legally compliant	Sound	Compliant with duty to cooperate	Summary of main issues raised by representation	Summary of proposed change sought	CDC proposed response/action	HDC response
					for delivery earlier in the plan period. Welcomes continued dialogue with the relevant stakeholders, to ensure development at strategic locations such as Loxwood are delivered in a timely manner and adhere to sustainable development principles			
Policy H11 Meeting Gypsies, Travellers and Travelling Showpeoples' Needs	Support	NS	NS	NS	Note position and requirement to provide a number of pitches and plots for the travelling community during plan period. Support policy position for intensification of existing pitches. Horsham District can't at this point in time accommodate any of CDC's unmet Gypsy, Traveller and Travelling Show people requirement as we are required to first address our own shortfall, and our evidence demonstrates that this alone will be challenging. We have a body of evidence to support our position and we will continue to share our evidence with you as our Duty to Cooperate dialogue continues over the coming months. As ever, the latest position regarding Gypsy, Traveller and Travelling	n/a	Comments noted. The council is happy to continue engaging in future duty to cooperate discussions on this issue.	

Local Plan Policy/paragraph	Object/Support	Legally compliant	Sound	Compliant with duty to cooperate	Summary of main issues raised by representation	Summary of proposed change sought	CDC proposed response/action	HDC response
					Showpeople will be set out in the Duty to Cooperate Statement of Common Ground between our two Councils.			
Policy A15 Loxwood	Object	NS	NS	NS	Policy not justified as stands, effectiveness could be improved. Given limited facilities available / to be provided as part of Loxwood allocation, it is considered new residents are likely to be reliant on at least some key facilities in Billingshurst (GP surgery, railway station (and car park), The Weald secondary school and sixth form, library and retail and community facilities, including leisure centre). Within Horsham District, there are potential proposals for strategic scale extensions to Billingshurst/new settlements relatively close to Billingshurst. Whilst no decisions made with respect to local plan, housing growth delivered through own local plan will create potential impacts on existing infrastructure already under significant pressure. Require clear evidence that potential cumulative impacts on settlements in HDC have been considered as part of proposed allocations. Would ask that CDC works collaboratively with	Seek further clarification in Policy A15: Loxwood to emphasise importance of collaborative working between stakeholders to mitigate against the potential cumulative impact of development.	Criterion 10 of Policy A15: Loxwood, requires that development provides for infrastructure and community facilities in accordance with the most recent Infrastructure Delivery Plan (IDP). Schools, sixth form and libraries are cross boundary matters which have been considered by WSCC and incorporated into the IDP to ensure that the infrastructure demands of the Plan are met. CIL projects, including leisure projects, can include funding pro-rata from both Chichester and Horsham and would be kept under review through the Infrastructure Business Plan (IBP) process.	

Statement of Common Ground between Chichester District Council and Horsham District Council

Local Plan Policy/paragraph	Object/Support	Legally compliant	Sound	Compliant with duty to cooperate	Summary of main issues raised by representation	Summary of proposed change sought	CDC proposed response/action	HDC response
					HDC and other stakeholders to ensure future pressures on infrastructure in Horsham District is appropriately addressed.			

Appendix 4 – HDC letter to CDC 24 November 2023



Via email only

Our ref: Strategic Planning
/DtC/Chichester DC

Your ref:

Date: 24 November 2023

Dear Claire,

Horsham District Local Plan: Addressing housing and Gypsy & Traveller Needs

We recently met at an officer level to discuss progress on our respective Local Plans. During the meeting we discussed that though our Local Plan was still in production, it looked likely that the Local Plan would be unable to fully accommodate assessed needs for housing and Gypsy & Traveller provision. We are now able to confirm our position in respect of these matters.

Housing

Historically, HDC has been in a position to fully address its own housing needs. Indeed our current Local Plan, the Horsham District Planning Framework (HDPF) not only met our objectively assessed needs, but contributed an additional 150 homes per year to accommodate unmet needs in Crawley Borough.

The process of preparing a new Local Plan for Horsham District began in 2018. By July 2021 a draft Regulation 19 document was considered by our Cabinet which recommended that it should be considered at full Council to allow for the it to be published for a representation period. This draft Regulation 19 document, among other matters, set an annualised housing target of 1,100 per year – a figure beyond HDC's standard methodology number. This figure would meet 50% of the unmet needs of Crawley Borough Council (with whom we share our primary housing market area), as well as make a small allowance for Sussex coastal areas (with whom we share a secondary housing market area). Such a figure was towards the top end of what our evidence base stated could be delivered at that time.

Prior to our full Council having opportunity to consider the Regulation 19 Plan, the NPPF was revised. Counsel advice was received on these amendments that stated that changes were necessary to make the plan sound and in line with national policy. Subsequently, Cabinet and Council dates were set up for November 2021 to progress an updated version of the Local Plan.

On 14th September 2021, Crawley Borough Council, Chichester District Council and HDC received a Position Statement from Natural England¹. An addendum to the Position Statement was subsequently made in November 2022². Collectively, Natural England assert that water in the district is sourced from the Arun Valley, which includes sites protected by the Habitats Regulations. Natural England further explain that it cannot be concluded that the existing

¹ https://www.horsham.gov.uk/_data/assets/pdf_file/0019/106552/Natural-Englands-Position-Statement-for-Applications-within-the-Sussex-North-Water-Supply-Zone-September-2021.pdf

² https://www.horsham.gov.uk/_data/assets/pdf_file/0012/120315/Addendum-to-Position-Statement-Nov-22.pdf

abstraction is not having an impact on these protected sites and that development must not add to this impact.

The result of this Position Statement is that we are currently unable to determine planning applications positively unless water neutrality can be demonstrated. The impact of this has been severe – in the 25 months since September 2021 only 602 homes have been approved. To put this into context, in the three years prior to the Covid pandemic, our average annual housing delivery was just under 1,200 per year.

The impact of the Position Statement on our Local Plan has been similarly severe, as it has taken time to develop an evidence base to understand the effect it would have on future development in the district. Our work on water neutrality, undertaken with our partner authorities and organisations, has now been uploaded to our [evidence base webpage](#). The upshot of such work is that the capacity of Horsham District to deliver development is now limited due to the need for all development to be water neutral.

The lack of recent approvals also means that our housing supply is less than anticipated, accordingly, we expect low delivery over the next five years. Our Housing Delivery evidence (expected to be published in January 2024) also sets out that we will not be able to ensure that our standard method derived figure (911 per year) could be accommodated.

A proposed Regulation 19 Local Plan is being considered by Cabinet and Council on 11th December. Because of the issues highlighted above, the Local Plan will not be able to put forward a strategy that can ensure that we can achieve 911 homes per year. Instead, it will set out an annualised housing target for the period 2024-2040 of around 777, with a stepped trajectory that rises from around 480 in years 2023/24-2027/28 to around 901 in the years 2028/29-2039/40. This means that we will have a shortfall of around 2,275 over the plan period.

At our recent meeting we discussed the ability of your authority to accommodate our housing needs, should they not be able to be fully addressed in our Local Plan. Could you confirm your position in respect of this, in writing?

[Gypsy and Traveller Provision](#)

At our recent meeting we discussed the needs for Gypsy and Traveller (G&T) provision and explained that an updated needs assessment was underway in Horsham District. This work is near finalisation and is intended to be published in January 2024 to coincide with the expected Regulation 19 period on our Local Plan. We are now in a position to state that our proposed Regulation 19 document will set out sufficient allocations to meet G&T households meeting the PPTS definition over the first ten years of the plan.

Despite this, we will be unable to fully address our need over the plan period. This is mainly as the assessment identified a large need for pitches for those G&T households that do not meet the PPTS definition of G&T for planning purposes (35 pitches) and the needs of those where it could not be concluded that they met the definition (21 pitches). Together with a shortfall of two pitches for those who meet the PPTS definition, that will mean that we have a shortfall of 58 pitches over the plan period.

At our recent meeting we discussed the ability of your authority to accommodate our gypsy and traveller needs, should they not be able to be fully addressed in our Local Plan. Could you confirm your position in respect of this, in writing?

I hope that the letter is clear. If you require clarification, please contact Norman Kwan, Senior Neighbourhood Planning Officer on 01403 215053 or norman.kwan@horsham.gov.uk in the

first instance. We look forward to receiving your response to the matters referred to in this letter at your earliest convenience.

Yours sincerely,



Catherine Howe
Head of Strategic Planning

Appendix 5 – CDC letter to HDC 18 December 2023



Strategic Planning
Horsham District Council
Parkside
Chart Way
HORSHAM
RH12 1RL

Sent by email only

18 December 2023

It is being sent to: Karen Sinclair

On behalf of: Strategic Planning /DtC/Chichester DC

Dear Norman

Horsham District Local Plan – Addressing housing and Gypsy and Traveller Needs

Thank you for your letter dated 24 November 2023 setting out the current position on accommodating your authority's assessed needs for housing and Gypsy and Traveller provision.

The Council notes that for the reasons you have set out, the proposed Regulation 19 Horsham District Local Plan will not be able to put forward a strategy that can ensure the delivery of the standard method derived housing figure in full, resulting in a shortfall of around 2,275 dwellings over the plan period. There will also be a shortfall of 58 pitches over the plan period to meet assessed Gypsy and Traveller accommodation needs.

In your letter you request the Council confirm its position in respect of being able to accommodate any of Horsham District's unmet housing need. As you will be aware from our recent meetings and our letter to you of the 14 December 2023, the Council has also faced issues in meeting its own housing needs.

The proposed Submission Chichester Local Plan 2021-2039 provides for a supply of 575 dwellings per annum (dpa), below our assessed need figure of 639dpa. Therefore, the Council are also generating an unmet housing need, which we have been engaging with neighbouring authorities on under the Duty to Cooperate. This also means we are unable to assist the South Downs National Park Authority (SDNPA) with their unmet needs (arising from the part of the National Park within Chichester District) as was previously proposed in the Preferred Approach version of the Local Plan (2018).

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2.

Horsham District Local Plan

18 December 2023

As a result of not being able to meet our own needs, we cannot agree to meet any unmet needs arising from Horsham District. If we were able to take unmet need, we would first look to assist the SDNPA.

In respect of Gypsy and Traveller accommodation needs, there is also a very high assessed need within the Chichester Local Plan area that will be challenging to meet over the plan period. Consequently, the Council is not able to accommodate any unmet need for Gypsy and Traveller pitches from neighbouring authorities.

If you have any queries concerning this letter, please contact Karen Sinclair (ksinclair@chichester.gov.uk) or Claire Potts (cpotts@chichester.gov.uk).

Yours sincerely



Tony Whitty
Planning Policy Divisional Manger