Horsham District Planning Framework

Authority Monitoring Report

1st April 2021 - 31st March 2022

Executive Summary

It is a legal requirement for every authority to produce an Authority Monitoring Report (AMR) containing information on its progress towards the preparation of Local Development Documents[1], the details of any Neighbourhood Plans that have been progressed over the monitoring period[2], the implementation of the Community Infrastructure Levy (CIL)[3] and the extent to which the planning policies set out in the Local Plan are being achieved[4]. Production of an AMR enables the effects of planning policy to be monitored transparently and guides where there is a need for a plan to respond quickly to changing circumstances and to implement change where a policy may not be working as anticipated.

This AMR covers the year from 1st April 2021 to 31st March 2022, and where applicable rolls forward to include more up to date information to 30th November 2022. For ease of monitoring and use, the AMR has been published in a series of downloadable chapters. This enables each Chapter to be updated as and when information becomes available. All chapters will be updated annually and published in full, each year.

The Town and Country Planning Act Regulations (2012) require Authority Monitoring Reports to contain information on a range of matters including:

- Progress made against meeting the timetable specified in the District's Local Development Scheme;
- Details of all actions taken to meet the Duty to Co-operate during the monitoring period;
- The annual number of net additional dwellings and gross affordable units delivered each year in the plan period;
- Details on all neighbourhood development plans and/or neighbourhood development orders;
- Details on all CIL receipts and expenditure; and
- Any up to date information the District has collected for monitoring purposes

[1] See Chapter 1 of the AMR named the Local Development Scheme.
[2] See Chapter 4 of the AMR regarding Neighbourhood Planning.
[3] See Chapter 5 of the AMR regarding the Community Infrastructure Levy.
[4] See Chapters 3 and 6 of the AMR regarding implementation of planning policies.

In line with the regulations, the AMR covers the following topic areas:

Topic	Contents
1. Local Development Scheme	This monitors the progress of Horsham District Council (HDC) in meeting the timetable set out in its Local Development Scheme (LDS). This AMR shows that the Council has produced a number of evidence base documents over the past year. The LDS was updated March 2021 to reflect changes to work on the Local Plan Review.
2. Duty to Co-operate	This Chapter summarises the work undertaken by HDC and the surrounding authorities to address the strategic planning issues relevant to the area. It provides a summary of actions taken to address the Duty to Cooperate. Over the past monitoring period, the Council has continued to deliver new housing previously agreed to help meet the unmet housing needs of Crawley Borough. The Council has also continued to work with a number of Districts over the past year on sub-regional issues.
3. Housing	This chapter monitors the delivery of housing and the performance against the District's target housing requirement. It contains the latest housing trajectory, and five-year housing land supply calculation. The Horsham District Planning Framework (HDPF) was five years old in November 2020. The new housing target for the District set by national government is 948dpa, which, together with a buffer of 5% makes a total requirement of 995 dwellings per annum. The Council can demonstrate 60% (3.0 years) Five Year Housing Land Supply (5YHLS) against the new requirement. For the 2021/22 monitoring year, a total of 654 net dwellings were completed. There have been an additional 2 gypsy and traveller pitches granted planning permission in the period 1 April 2021 to 30 November 2022.

4. Neighbourhood Planning	This chapter summarises the progress being made by the Parish Councils and Neighbourhood Forums to produce their Neighbourhood Development Plans (NDPs). Nineteen NDPs have been 'Made' up to 30 November 2022. Within Horsham District, only 5 of the 29 Parishes have not yet been designated, which means that there is 83% coverage.
5. Policy Indicators	This chapter contains information which has been collected to monitor the policies adopted through the HDPF. The indicators used will be regularly reviewed and added to where necessary, in order to ensure they are fit for purpose. The chapter will provide quantifiable feedback on a number of policies within the HDPF. Some of the data is unavailable at time of printing due to ongoing delays caused by the Covid-19 pandemic.
CIL receipts & Infrastructure Expenditure	The CIL receipts collected by the Authority and the amount of expenditure spent on infrastructure is now the subject of a separate CIL Annual Report available on the Council website. https://www.horsham.gov.uk/planning/planning-policy/community-infrastructure-levy/cil-annual-report

Who prepared this Authority Monitoring Report?

The AMR has been prepared by the Strategic Planning Team, who are responsible for the development and implementation of the Horsham District Planning Framework (HDPF) and the Local Plan Review.

2021/22 Authority Monitoring Report

As per the requirements of section 113 of the Localism Act, the 2021/22 AMR has been made available to the public by being published on the Council's website. It can be found at the following webpage:
https://www.horsham.gov.uk/planningpolicy/planning-policy/annual-monitoring-report.

Abbreviations

AMR	Authority Monitoring Report
AONB	Area of Outstanding Natural Beauty
BREEAM	Building Research Establishment Environmental Assessment Method (building standard)
CIL	Community Infrastructure Levy
CP	Core Policy
DCLG	Department for Communities and Local Government
DPA	Dwellings per annum
DPD	Development Plan Document
EA	Environment Agency
GDCP	General Development Control Policies
HA	Hectares
HDPF	Horsham District Planning Framework
HIS	Housing Implementation Strategy
LDD	Local Development Documents
LDF	Local Development Framework
LDS	Local Development Scheme
NI	National Indicator
NPPF	National Planning Policy Framework
ONS	Office for National Statistics
PDL	Previously Developed Land
PINS	Planning Inspectorate
PPG	Planning Policy Guidance
RSPB	Royal Society for the Protection of Birds
SA	Sustainability Appraisal
SoCG	Statement of Common Ground
SxBRC	Sussex Biodiversity Record Centre
SDNP	South Downs National Park
SDNPA	South Downs National Park Authority
SEA	Strategic Environmental Assessment
SEP	South East Plan
SCI	Statement of Community Involvement
SHLAA	Strategic Housing Land Availability Assessment
SHELAA	Strategic Housing & Economic Land Availability Assessment
SHMA	Strategic Housing Market Assessment

SSAL	Site Specific Allocations of Land document
SPD	Supplementary Planning Document
WSCC	West Sussex County Council

Use Class Order (up to August 2020)

A1	Shops
A2	Financial and Professional Services
A3	Restaurants and Cafes
A4	Drinking Establishments
A5	Hot Food Takeaways
B1 – a	Business, Offices
B1 – b	Business, Research and Development – Laboratories, Studios
B1 – c	Business, Light Industry (also included within this AMR, CIDS B1– F classification)
B2	General Industry
B8	Storage or Distribution
D2	Assembly & Leisure

Use Class Order (from September 2020)

E	Shops, Financial and Professional Services, Restaurants and Cafes, Business, Offices, Light Industry, Indoor Sport,
B2	General Industry
B8	Storage or Distribution
F1	Learning and Non-residential institutions
F2	Local Community
Sui Generis	Drinking Establishments Hot Food Takeaways, Assembly & Leisure

(Please refer to the Use Classes Order 1987 (as amended)[5] for further definitions)

Acknowledgements

Horsham District Council would like to thank all those who have contributed to this Authority Monitoring Report; in particular West Sussex County Council and Sussex Biodiversity Record Centre.

[5] https://www.legislation.gov.uk/uksi/2020/757/made