THE CABINET
Thursday 22nd September 2011 at 5.30 p.m.
COUNCIL CHAMBER, PARK NORTH, NORTH STREET, HORSHAM

Councillors: Robert Nye Leader
Ray Dawe Deputy Leader and Efficiency & Resources
Roger Arthur Safer & Healthier District
Andrew Baldwin The Environment
Jonathan Chowen Arts, Heritage & Leisure
Ian Howard Living & Working Communities
Roger Paterson The Local Economy

You are summoned to the meeting to transact the following business

Tom Crowley
Chief Executive

AGENDA

1. Apologies for absence.

2. To approve as correct the record of the meeting of 21st July 2011 (herewith).

3. To receive any declarations of interest from Members of the Cabinet.

4. To receive any announcements from the Leader, Cabinet Members or Chief Executive.

5. To receive questions from and provide answers to the public in relation to matters which in the opinion of the person presiding at the meeting are relevant to the business of the meeting.

6. To consider the following reports:

(a) Report of the Deputy Leader and Cabinet Member for Efficiency & Resources

R (part) Purchase of temporary accommodation – Supplementary Estimate

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Paper certified as sustainable by an independent global forest certification organisation
(ii) Performance Indicators for Quarter 1 2011/12 and District Plan Priorities Progress

(b) Report of the Cabinet Member for the Environment

R (part)

(i) Trade Recycling Pilot

(c) Report of the Cabinet Member for Living & Working Communities

R

(i) Horsham Town Plan Supplementary Planning Document

(Hard copies of the draft Horsham Town Plan SPD and the accompanying draft Sustainability Appraisal are available on request or may be viewed online with the agenda at: http://www.horsham.gov.uk/council/3015.aspx)

(ii) Gatwick Diamond Local Strategic Statement

(d) Report of the Cabinet Member for a Safer & Healthier District

(i) Declaration of Air Quality Management Area in Cowfold

(e) Report of the Director of Corporate Resources

(i) Budget Monitoring

7. To consider any matters referred to Cabinet by the Scrutiny & Overview Committee:

There are no matters currently outstanding for consideration.

8. To receive and review the Forward Decision Making Plan

9. To consider matters of special urgency.

R = Recommendations to Council
● = Key Decision
Definition

Article 14.3 of the Council's Constitution defines a key decision as

(b) … an executive decision which, is likely -

(i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council’s budget for the service or function to which the decision relates; or

(ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

(c) In accordance with the Local Government Act 2000 Section 38, in determining the meaning of "significant" for the purposes of paragraph (i) regard shall be had to any guidance for the time being issued by the Secretary of State. For the Council’s purposes “significant” in financial terms means the lower of 5% of the total project cost or £50,000 (in respect of capital) and the lower of 10% of the budget or £10,000 (in respect of revenue) subject in both cases to a minimum of £2,000.

Decision taking

Article 14.3 of the Council's Constitution specifies that

(d) A decision taker may only make a key decision in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of [the] Constitution.

In due course it is intended that an electronic register of key decisions will be available on the intranet and internet. Until that occurs a record of key decisions appears in the paper and electronic intranet record of Cabinet meetings and in the paper record of decisions taken by Cabinet members and officers exercising delegated authority. Copies of all these documents together with the background reports indicating whether the decision sought is a key decision are held by the Democratic Services Section at Park North (01403) 215465, e-mail committee@horsham.gov.uk.
THE CABINET
21st July 2011

Present: Councillors:
Robert Nye Leader
Roger Arthur A Safer & Healthier District
Andrew Baldwin The Environment
Jonathan Chowen Arts, Heritage & Leisure
Ian Howard Living & Working Communities
Roger Paterson The Local Economy

Apologies: Ray Dawe Deputy Leader and Efficiency & Resources

Also present: Councillors: John Bailey, George Cockman, Leonard Crosbie, Duncan England, Frances Haigh, Sheila Matthews, David Sheldon, David Skipp

EX1 RECORD OF THE MEETING OF 24TH MARCH 2011

The record of the meeting of the Cabinet held on 24th March 2011 was approved as correct and signed by the Leader.

EX2 DECLARATIONS OF INTEREST

Councillor Ian Howard declared a personal and prejudicial interest in the item on the Draft Interim Statement: Managing Development in Horsham District as he owned property adjacent to one of the sites identified as an option for development within the Draft Statement.

EX3 ANNOUNCEMENTS

There were no announcements.

EX4 PUBLIC QUESTIONS

There were no public questions.

EX5 UPDATE ON THE WORK OF THE WEST SUSSEX COUNTY COUNCIL’S CHILDREN’S TEAM AND THE CHILDREN AND YOUNG PEOPLE’S PLAN

The Leader welcomed Aaron Gain, Principal Manager for Children and Young People, West Sussex County Council, who gave a brief presentation on the work of the Joint Commissioning Unit - Children with particular reference to the Children and Young People’s Plan and the Think Family Programme.

A general discussion and questions & answers session followed the presentation. At the end of the discussion, the Leader thanked Aaron Gain for his attendance.
The Cabinet Member for a Safer & Healthier District reported that the Horsham District Council Children and Young People’s Plan had been developed giving consideration to and with support from:

- a number of sources including the 2001 Census, the West Sussex Young People Lifestyle Surveys and the Joint Strategic Needs Assessment;
- consultation with children and young people;
- contributions from Officers; and
- a multi-agency working group with community and voluntary sector partners.

The Plan:

- Identified the Council’s duties in relation to children and young people
- Provided a context for planned and existing services
- Identified principles to guide the future delivery of children and young people services
- Reviewed key current demographic and lifestyle information
- Identified key objectives
- Provided an overview of actions through which these objectives were being pursued

An annual review would pull together the outputs and outcomes which had been delivered across the Council.

The future delivery of actions would be determined within the context of finite and diminishing Council resources and, therefore, resources would be progressively prioritised and focused on those services that were likely to provide the greatest benefit, whilst reducing expenditure on low value processes.

**RESOLVED**

That the Horsham District Children and Young People’s Plan 2011-2016 be approved.

**REASON**

The Children and Young People’s Plan sets out the Council’s priorities and will help shape service plans for the next five years.
A ‘Health and Wellbeing Information Hub’ for the Horsham District

The Cabinet Member for a Safer & Healthier District reported that NHS West Sussex currently delivered services designed to proactively reduce ill health but that it was now proposing to delegate some of these services to District & Borough Councils. This Council had therefore committed itself to develop options for the setting up of a ‘Health and Wellbeing Hub’ and had received £100,000 from NHS West Sussex to facilitate this. This funding would have to be returned if the Council did not take on the services. However, if the Council did take on the services, it would receive up to £228,000 per annum to commission additional services, at least for 2011/12 & 2012/13, whilst a further £100,000 would be received for the Hub.

The service specification required the Council to influence factors such as fuel poverty, healthy weight in adults and mortality from cardiovascular disease. The Council already delivered a raft of services to help prevent ill health and the new responsibilities would be complementary to current service provision. It was considered that the proposed income would be adequate to cover the Council’s associated resource costs.

It was proposed to provide the additional services through a combination of using external partners (outsourcing) and running services in-house. Any additional in-house workload would be carried using resources freed up by the redesign process and other productivity improvements. Consequently, it would not be necessary for the Council to increase its complement of officers in order to take on the services. However, it was proposed that the impact of taking on the service would be objectively assessed, in terms of additional man-hours and cost, against the requirements of the NHS West Sussex Service Specification, as the Council would need to sign up to a legal agreement undertaking to deliver the Hub.

It was considered that the Health and Wellbeing Hub would provide an opportunity for the Council to receive additional income for the provision of services that were complementary to those it already provided.

RESOLVED

(i) That the Council participates fully in the delivery of the Prevention, Wellbeing Implementation project for a minimum of two years and that the officers be authorised to proceed.

(ii) That the hub service be delivered through a combination of direct delivery and outsourcing of some functions to the voluntary sector.
A 'Health and Wellbeing Information Hub' for the Horsham District (cont.)

(iii) That the Council offers to manage the additional funding (up to £228,000 per annum) for the delivery of health improvement initiatives and public health outcomes in the Horsham District.

(iv) That the legal agreement for the delivery of these services should not be signed off without the approval of the Council’s legal department.

REASONS
To deliver key elements of the District Plan; retain key skills and functions within the Community Development Department; deliver an estimated £30,000 saving per year to the taxpayer for the duration of the project through the synergies between NHS West Sussex and the Council’s existing work; and ensure better use of scarce public resources than might otherwise happen.

REPORT BY THE LEADER

Draft Interim Statement: Managing Development in Horsham District
(Councillor Ian Howard declared a personal and prejudicial interest in this item as he owned property adjacent to one of the sites identified as an option for development within the Draft Statement. He withdrew from the meeting and took no part in the consideration of the item.)

A representative of ‘Keep Southwater Green’ addressed the Cabinet on this subject.

The Leader reported that the Draft Interim Statement had been prepared to address the short term delivery of housing in Horsham District. The Draft Interim Statement and the approach it encompassed had sought to address the requirements for a deliverable five year land supply in the District. It had set out three options: no planned growth, and two options for different levels of growth in both Billingshurst and Southwater. It had been published for consultation over an eight week period from 21st January 2011 to 18th March 2011 and the comments received had been considered and discussed at the Strategic Planning Advisory Group meeting on 14th June 2011.

The overriding view of those who had responded was that the Council should not plan for growth in the two villages of Billingshurst and Southwater but that it should move forward with option one as set out in the Draft Interim Statement. This would entail dealing with planning applications as they arose, both in these settlements and across the District.
Draft Interim Statement: Managing Development in Horsham District (cont.)

Whilst the District’s five year housing land supply situation was recognised, any planning application submitted in the absence of an identified five year land supply would be determined against adopted Local Development Framework policies. This included the adopted Facilitating Appropriate Development Supplementary Planning Document which remained a material consideration in determining planning applications for housing. This document set out the requirements against which planning applications for development on greenfield and brownfield sites, which adjoined defined settlement boundaries in the District, would be assessed.

It was therefore considered that, whilst a plan led approach was the most appropriate way to meeting local housing needs, the strength of the targeted consultation response on the short term development proposals contained in the Draft Interim Statement should be taken into account and work should be progressed on planning the medium to long term future of the District by progressing the Core Strategy Review at the earliest opportunity.

In the meantime, any planning applications received for ad hoc development proposals in Billingshurst, Southwater and elsewhere in the District would need to be determined in the accordance with the adopted Local Development Framework.

RECOMMENDED TO COUNCIL

(i) That the comments received on the Draft Interim Statement, the overriding majority of which were for no planned growth in Billingshurst and Southwater, be noted.

(ii) That the Interim Statement approach be abandoned in the light of the comments received and that planning applications be dealt with as and when they are submitted.

(iii) That the Council moves forward with the preparation of the Core Strategy Review at the earliest opportunity with a view to preparing a document for consultation in January 2012. This document will seek to set the housing requirements for Horsham District for the medium to long term whilst considering the most up to date position on short term housing supply.
EX8 Draft Interim Statement: Managing Development in Horsham District (cont.)

REASONS

(i) It is important to note the consultation response to the Draft Interim Statement to help inform decisions on the way forward.

(ii) Despite the Council’s preference for a plan-led approach and the concerns raised at the Strategic Planning Advisory Group regarding the implications of a developer led ad-hoc approach it is considered that regard should be given to the responses received during the targeted consultation process.

(iii) If an Interim Statement approach is not pursued it is imperative that work is continued on the Core Strategy Review as quickly as is feasible in order to address the District’s housing land supply position.

EX9 Future Development and Investment Opportunities

The Leader reminded Cabinet that the Council had an excellent track record of planning and delivering major development and regeneration initiatives on the back of complex property transactions. Recent examples included the mixed use schemes at Southwater Village Centre and The Forum, Horsham.

There was a strong desire to continue this highly beneficial work and deliver major change for Horsham and the Senior Management restructure in 2009 had created a focus on the delivery of further project work. The target outcomes for project work included regeneration and redevelopment, capital and revenue generation and improved partnership working with both the public and private sectors.

There was currently an objective scoring system which was used to assess and prioritise projects, taking into account investment and risk issues. However, to date, projects had been considered and justified on an individual basis and it was considered that it would be beneficial for the Council to agree parameters for an overall investment strategy. It was therefore proposed that an Investment and Development Strategy should be devised by the Future Development Group, a joint senior officer/Member group, in liaison with the Investment Advisory Group to provide an overall framework for agreeing short, medium and long term acquisitions. This would provide strong risk management whilst allowing the Council to maximise its value and would result in a more informed and efficient decision process.
Future Development and Investment Opportunities (cont.)

The Strategic Land and Property Manager was fully committed in terms of work capacity and was unable to take on new project work. It was therefore proposed that, in order to provide appropriate professional and technical support to enhance this capacity, a new post of Development Surveyor should be created.

RECOMMENDED TO COUNCIL

(i) That a supplementary estimate in the sum of £41,138 be approved to fund the establishment of the new post of Development Surveyor.

(ii) That the proposal to develop an investment and development strategy for the Council’s land and property assets be supported and that the draft strategy be reported to Cabinet.

REASONS

(i) To continue Council involvement in major property-based development and regeneration initiatives.

(ii) To help create a revenue base that is less reliant on Council Tax and Government Grant.

(iii) To ensure that the Council has sufficient resource to deliver the projects.

Leisure Management Contract Procurement

Further to Minute No. EX48 (27.1.11), the Cabinet Member for Arts, Heritage & Leisure reminded Members that the Pavilions in The Park, Broadbridge Heath Leisure Centre, Steyning Leisure and Billingshurst Leisure Centres were all currently managed on behalf of the Council by D.C. Leisure Limited, under a Contract which was due to expire in November 2012.

A project team of officers to oversee the procurement process, providing expertise in critical areas and scrutiny of issues arising, and a timetable for the procurement process had been established, together with a Leisure Contract Task and Finish Advisory Group.

In the next few months Officers would be actively involved in:
accumulating and developing the contract documentation;
- drafting necessary legal documents and reviewing sub-lease arrangements;
- devising an evaluation framework; and
- clarifying items to be included in the draft contract specification

It was intended that a further report would be submitted to Cabinet in September 2011 to review and agree the Draft Contract Specification and Evaluation Model.

Following on from the options appraisal, discussions had been held with neighbouring Councils to determine whether there was any value in proceeding with a joint procurement. As a result of these discussions, the Project Team had decided that the benefits of a shared procurement approach were very limited and it was no longer intended to proceed with this approach.

The re-letting of the Leisure Management Contract was being undertaken in line with the EU procurement requirements, although it was recommended that this approach should be varied to achieve greater innovation and income generation by engaging in a ‘Competitive Dialogue’ process.

To ensure that the procurement process was managed effectively, it was being controlled and monitored in accordance with the Project Management protocols that had been established, the first stage of which was the production of a Project Initiation Document which set out the purpose, scope and deliverables of the project. This document was submitted for information.

**RESOLVED**

(i) That the contents of the Project Initiation Document, which set out the approach to be taken to deliver the project, be noted.

(ii) That the voluntary use of the EU Competitive Dialogue procedure for the selection and procurement of a Contractor to manage the Council’s Leisure Centres be approved.

(iii) That the final terms and conditions of the new Contract be approved by the Cabinet Member for Arts, Heritage and Leisure, in consultation with Councillor John Bailey and the Director of Community Services.

(iv) That it be noted that a possible partnership procurement option with Mid Sussex District Council has now been ruled out.
EX10 Leisure Management Contract Procurement (cont.)

(v) That it be noted that the operators of Independent Leisure Centres had been consulted about their inclusion in the Leisure Management Contract and that representatives of Henfield Leisure Centre had indicated an initial interest in the Centre’s inclusion.

(vi) That it be noted that a further report would be submitted to Cabinet in September 2011 in respect of the Draft Contract Specification and Evaluation Model.

RECOMMENDED TO COUNCIL

(i) That a supplementary estimate of £15,000 for 2011/12 be approved, to cover the procurement costs.

REASON

To ensure that a Leisure Management Contract that achieves best value and maintains and enhances the quality of service delivery for residents and visitors to the Leisure Facilities is let by the due date of 1st December 2012.

REPORT BY THE CABINET MEMBER FOR LIVING & WORKING COMMUNITIES

EX11 Horsham District Housing Strategy Annual Progress Review 2010-11

The Cabinet Member for Living & Working Communities reported that, as a strategic housing authority, the Council played a key role in the delivery of customer-centred housing services that were accessible to all and the provision of good quality affordable housing, both of which contributed to the economic and social well-being of the District. This meant that housing interventions should be made at the right time by the right partner in the right place, maximising investment in housing and housing services and linking housing to other corporate and multi-agency activities. Housing played a key role in delivering sustainable communities, through shaping places and supporting people.

The Council’s Housing Strategy (2008-2013) had been published in November 2008 following its adoption by the Council on 22nd October 2008. At that time, a commitment was made that the Strategy would be monitored and managed primarily by means of an annual progress review.
EX11 Horsham District Housing Strategy Annual Progress Review 2010-11 (cont.)

The current review explained where the Council had succeeded in delivering its objectives as well as identifying areas where targets were not being achieved and addressing the reasons why. It was noted that housing delivery depended on joint working with a range of partners and the achievements set out in the review were a result of strong, positive working relationships.

The review highlighted each objective in the Housing Strategy and explained how the Council was working towards meeting those objectives.

RESOLVED

That the Housing Strategy Annual Progress Review 2010-11 be approved.

REASON

Following consultation with Corporate Management Team, Cabinet and other senior Council officers and scrutiny by Council members, the Review must now be published.

EX12 Revised Statement of Community Involvement

The Cabinet Member for Living & Working Communities reported that the Statement of Community Involvement (SCI) was a key document in the Local Development Framework (LDF) setting out how the community within and adjoining the District, as well as organisations and other stakeholders, would be involved in the production of LDF documents as well as Development Management applications in the District.

The SCI had been adopted in 2006 and reviewed in 2007, following changes to the planning system. Since then there had been further changes, particularly regarding the production of LDF documents, which had led to the present review of the current adopted Statement of Community Involvement.

The draft revised Statement of Community Involvement had been approved by Council for publication for consultation purposes in December 2010 (Minute No. CO/60 (15.12.10) refers). This consultation had taken place from 21st January to 18th March 2011.

Details of the comments received and changes made to the document as a result, including those of the Cabinet Member’s Strategic Planning Advisory Group, were reported.
Resolved

(i) That the steps taken to revise the current Statement of Community Involvement, including consultations with hard to reach groups in the community, be noted.

(ii) That the comments of the Strategic Planning Advisory Group and Officers’ responses thereto be noted.

Recommended to Council

(i) That the revised Statement of Community Involvement be adopted and published on 23rd September 2011, with any minor editorial amendments being agreed under delegated authority by the Cabinet Member for Living & Working Communities.

Reason

To enable the adoption of a revised and updated Statement of Community Involvement, which satisfies current legislation.

Report by the Cabinet Member for Efficiency & Resources

Corporate Communications Strategy

In the absence of the Cabinet Member for Efficiency & Resources, the Leader reported that, in September/October 2010, the Council had asked Westco Trading, a branch of Westminster City Council, to carry out a communications review, the findings of which were set out in a report called “Delivering best in class communications for Horsham District Council”.

The objective of the review had been to provide a robust plan to develop the Council’s communications, in order to improve its reputation. The review indicated that the key areas in which to concentrate improvements were strategic planning, increasing proactive two-way communications; and evaluating so that the Council knew what worked and what did not.

A draft Communications Strategy had therefore been prepared to address the first conclusion of the review, namely the strategic planning of communications, and was submitted for approval. A Communications Strategy would be key in helping the Council to achieve its vision and priorities and would provide a framework to ensure that clear, consistent, co-ordinated and good value communications were provided, thus reinforcing what the Council was trying to achieve. An Action Plan
to help deliver the Strategy was also submitted. Delivery of the Action Plan would be dependant upon resources, in particular staffing, and a review of the staffing and financial resources deployed on communications was currently underway to identify the means to deliver the Strategy within existing budgets.

RECOMMENDED TO THE COUNCIL

That the Corporate Communications Strategy be adopted.

REASON

To provide a strategic framework for the Council’s communications.

REPORT BY THE DIRECTOR OF CORPORATE RESOURCES

Cabinet received the report of the Director of Corporate Resources reviewing progress in respect of the revenue budget for 2011/12 and the potential impact of changes in future years’ budgets.

In particular, the report highlighted that:

- Staff costs were within budget for the first quarter of the year and the vacancy allowance incorporated in the budget was being achieved
- Expenditure on Derv, insurance premiums and bed and breakfast accommodation for homeless families was likely to exceed budget
- Income from planning fees was in excess of budget but income from car parking and community alarms was not likely to reach budgeted levels.

RESOLVED

That the report be noted.

SCRUTINY & OVERVIEW COMMITTEE – MATTERS REFERRED TO CABINET

The Scrutiny & Overview Committee of 23rd May 2011 had recommended that Cabinet:

(i) Work to encourage and increase parish emergency plans, including a list of vulnerable people.
Severe Weather Issues (cont.)

(ii) Check with West Sussex County Council the status and urge the continued provision of grit and grit bins.
(iii) Organise an additional workshop for the parish councils in order to share experiences and hold up good practice.
(iv) Address the issue of funding for machinery to deal with severe weather.
(v) Consider the issue of partnership working, especially with local volunteers.

The Cabinet Member for a Safer & Healthier District responded to each of the recommendations, as follows:

(i) An update and review of all documentation and practices would be undertaken by the Emergency Planning Officer with a view to updating and improving local parish emergency plans. In addition, a community resilience workshop for all parish councils was due to take place at Southwater Parish Council on 16th November 2011. The aim of the workshop would be to enhance community resilience and cooperation with this Council and external agencies including West Sussex County Council, West Sussex Fire & Rescue Service, West Sussex Highways, the Police and the South East Coast Ambulance Service. Parish emergency plans, winter maintenance maps & plans (including elderly and vulnerable people) would all be looked at. Also, severe weather leaflets would be produced to highlight the need for self help and giving advice and guidance on the snow code and equipment suitable for the task of snow clearance.

(ii) A corporate decision was still awaited on grit budgets and the subsequent allocation of bulk bags and priority 1 and 2 routes. As WSCC highways would be attending the workshop, these issues would be explained prior to any severe weather event taking place.

(iii) A workshop has been arranged, as outlined in (i) above.

(iv) Operational Services was looking to purchase a compact sweeper with the capability to carry a snow plough while front brushes swept snow away (only useful if deployed before snow settled), subject to testimony from other authorities regarding effectiveness.

(v) Each Parish would be encouraged at the workshop to look at this as a possible solution for their own area and to make local arrangements within their emergency plans. Ongoing community resilience programmes would also engage with local voluntary agencies to establish what could or could not be provided.

RESOLVED

That the response of the Cabinet Member for a Safer & Healthier District be endorsed.
Use of Consultants

Cabinet was advised that the Scrutiny & Overview Committee, at its meeting on 23rd May 2011, had received the final report of its Business Improvement Working Group on the use of consultants and had made the following recommendations to Cabinet:

(i) That Cabinet note the concerns and findings of the report by the Business Improvement Working Group and put in place procedures to improve how the use of consultants was managed.

(ii) That the list of recommendations from the Working Group be addressed with the addition of a recommendation to consider whether the required information or advice could be gained through other local authorities or the Local Government Association.

(iii) That once a framework for the recruitment of consultants had been drafted that this be it be presented to the Scrutiny & Overview Committee for consideration.

The Leader presented the response of the Cabinet Member for Efficiency & Resources, as follows:

Cabinet notes the work undertaken by the Scrutiny & Overview Committee on the use of external expert advice using consultants and the recommendations it has made. The Cabinet, at its meeting on 20th November 2010, accepted some of the recommendations of the Billingshurst Pool Working Group which dealt with aspects of project management and covered many of the points made by the Scrutiny & Overview Committee.

It was absolutely right and proper that the Council was selective in its use of consultants and that due procurement processes were followed. In using such external advice, it needed to be recognised that consultants had an important vital part to play in the work of the Council, not only providing necessary expert advice but also allowing it to save money on not employing full time members of staff in various specialist areas,

The Council had always to ensure that it was achieving good value, that money was spent wisely and that expenditure was clearly identified as part of the budget process. In the current year, 2011/12, the budget for consultants (£155k) had been clearly identified against the relevant budget codes with a clear audit trail to indentify where such money was spent. It was not therefore considered necessary to create a separate framework for the recruitment of consultants as the current budget process and Standing Orders provided the necessary governance.

RESOLVED

That the response of the Cabinet Member for Efficiency & Resources be endorsed.
EX17  **FORWARD DECISION MAKING PLAN**

The Cabinet received a schedule detailing the revised forward decision making plan.

RESOLVED

That the Forward Plan of Key Decisions be noted.

REASON

To comply with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 and the Council’s Constitution.

The meeting closed at 7.33pm having commenced at 5.30 pm.

LEADER
Executive Summary

The Council has a statutory duty to provide interim accommodation for people in urgent need of housing. Until 2010 the Council was able to meet this duty through 49 temporary accommodation units that it owned and managed (principally flats and small houses).

Following a sharp and sustained rise in demand for short-stay accommodation (first noted in October 2009), the Council set aside £1 million in the capital budget in 2010/11 and a further £1 million in 2011/12 and began extending its temporary accommodation portfolio through the purchase of additional (predominantly 3 bedroom) properties.

In the last 12 months the Council has purchased 6 three bedroom homes on the open market (all of which are now occupied) and has had offers accepted on 3 more. However, the demand for interim accommodation has continued to rise during this period. At the end of August the Council was accommodating 28 households in Bed and Breakfast, and in last few weeks it climbed as high as 31, a record number.

On the 1st April 2011 reimbursement to the Council for Bed and Breakfast costs by government was capped at the single room local housing allowance rate of £138/week. As the cost of accommodating a four person household in Bed and Breakfast in Horsham can be as high as £875/week, the use of Bed and Breakfast accommodation is placing a huge financial burden on the Council. Unless numbers in Bed and Breakfast are reduced, the predicted additional cost to HDC as a result of the benefits cap will be in excess of £200,000/year.

The differential between rental income from a purchased and fully occupied 3 bedroom property and the cost of placing that same family in Bed and Breakfast can be as high as £36,000/property/year (which includes capital financing costs if the Council borrows the money to purchase the property!). The practice of purchasing properties on the open market and then letting them to generate rent therefore offers a far more cost effective way of enabling the Council to meet its duty than placing households in Bed and Breakfast.

This report requests that a further £2 million is allocated for future purchase of temporary accommodation so that the current practice can continue.
Recommendations

The Cabinet is recommended:

i) to **Recommend that Council** approve a supplementary estimate to uplift budget under code KJ01402 by £2 million in order to purchase additional temporary accommodation

ii) that future purchases should still require individual business cases to be submitted by the purchasing officer for approval by the cabinet member on a case by case basis

Reasons for Recommendations

i) To help the Council to meet its statutory responsibility to provide short-stay temporary accommodation (current government guidance states that Bed and Breakfast accommodation is not suitable for families)

ii) Purchasing properties will enable the Council to meet its statutory housing duties at much lower cost than the alternative of placing families in bed and breakfast accommodation

iii) It is anticipated that when the economy starts to recover the demand for temporary housing will reduce. This should also be the catalyst to a recovery in house prices. If the Council waited until this point and decided it no longer needed these properties it seems likely it could then achieve a net profit through the disposal of these properties

Background Papers

None

Consultation

Strategic Land and Property Manager

Head of Finance

Cabinet Member for Safer and Healthier District

Wards affected

All

Contact

Trevor Beadle, Head of Housing and Community Development, Ext 5209
Background Information

1 Introduction

The purpose of this report

1.1 The purpose of this report is to request approval for a supplementary estimate of £2 million in order to continue purchasing properties to boost the Council’s stock of properties for short-stay temporary use.

Background/Actions taken to date

1.2 Horsham District Council has a statutory duty to provide short stay temporary accommodation to all applicants who are deemed to be, eligible, homeless and in a priority category under the homelessness legislation. In order to meet this duty it has its own small stock of temporary accommodation and leases a block of flats from a Registered Social Landlord. These units now total 55 and are split as follows:

- 9 x studio/bedsits
- 22 x 1 bed
- 15 x 2 beds
- 9 x 3 beds

However, demand is significantly outstripping supply and Bed and Breakfast (B&B) establishments are increasingly being used to deal with the growing incidences of homelessness. Keeping families in B&B accommodation is unsuitable and can be of great strain for those involved. As the greatest financial differential is achieved through the acquisition of 3 bed roomed properties this is where the Council has thus far focussed its acquisition activity,

In 2010/11 priority homeless acceptances increased from 91 to 135 and this figure is looking likely to be higher in 2011/12.

As part of its cost cutting exercise, the Government decided to reduce the Local Housing Allowance and capped Bed and Breakfast funding effective from 1st April 2011. Unless numbers in bed and breakfast in 2011/12 are reduced compared to numbers in 2010/11 the Council will attract an additional bed and breakfast costs in excess of £200,000/year.

The figures below reflect overall increases in housing demand for 2010/11 compared to previous years.

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<td>91</td>
<td>135</td>
</tr>
<tr>
<td>Average monthly</td>
<td>34</td>
<td>39</td>
<td>78</td>
</tr>
<tr>
<td>Average number of weeks</td>
<td>10</td>
<td>13</td>
<td>20</td>
</tr>
<tr>
<td>Households supported</td>
<td>59</td>
<td>40</td>
<td>43</td>
</tr>
</tbody>
</table>
Homeless Bands A to D relate to the degree of urgency and priority for individual cases. A ‘priority homeless’, which comprise the majority of applications to the Council, are in Band B.

The average number of households requiring temporary accommodation each month is already averaging over 80 this year. At the end of August 2011 the Council was accommodating 28 households in Bed and Breakfast (see appendix A) and by early September this figure had reached 31, a record number.

Not only is the number of people we have to place in temporary accommodation increasing but so is the length of time they are likely to remain there. The average number of weeks each family spends in temporary accommodation was 10 weeks in 2008/9. It currently stands at 20 weeks.

The challenge is compounded by delays in the delivery programme of new affordable housing, reductions to housing benefits and the limited numbers of properties available for private rent. We have predicted preventing 60 homelessness cases through the tenancy deposit scheme within the private rented sector this year but this will slow down unless more affordable rentals can be identified.

With regard to future demand for temporary accommodation, this will be reliant upon an improvement in economic conditions. Current economic forecasts predict that the state of the economy will not significantly improve in the foreseeable future. It is a reasonable assumption that the current conditions will prevail for a further 2-3 years. With this fact in mind, the Council is also examining the possibility of directly developing additional 3-bedroomed houses on land it currently owns. Although more cost effective, the lead in time for the delivery of such houses is a minimum of 12 months. Update reports will be provided over the next month on this issue.

2 Statutory and Policy Background

Statutory background

2.1 Housing Act 1996 (as amended)

Relevant Government policy

2.2 Guidance issued regarding use of Bed and Breakfast

Relevant Council policy

2.3 Corporate Plan – Providing healthy, safe and strong communities

3 Details

3.1 One option available to the Council is to provide additional properties for short-stay temporary use.

3.2 The financial case for the project is dealt with in Section 7 of this report.
4 **Next Steps**

4.1 To instruct Housing Officers and the Strategic Land and Property Manager to continue to source good value housing on the open market that would enable the Council to continue to discharge its duty.

5 **Outcome of Consultations**

5.1 The Strategic Land and Property Manager says ‘the local housing market remains active despite the national economic situation with many estate agents reporting a shortage of suitable properties. The Council is able to negotiate good deals for properties due to it being a cash buyer and not subject to a chain.’

5.2 The Head of Finance has provided the details in section 7 and fully supports the recommendations.

6 **Other Courses of Action Considered but Rejected**

6.1 Not to continue purchasing properties and continue to place people and families in bed and breakfast accommodation.

7 **Staffing Consequences**

7.1 Although no staffing consequences are initially predicted consideration should be given to maintenance and repair issues. The properties are managed by a part time officer and, depending on void turnover, the additional properties may require more work. The Council may at some point need to increase the hours of the Council’s temporary accommodation support officer from 30 hours week to 37 hours per week.

8 **Financial Consequences**

8.1 The cost of purchasing 3 bedroom property is currently £190,000 to £225,000 including improvements and renovations should these be required. Other costs include surveys, inspections and legal fees – although the main conveyancing work is undertaken in-house.

8.2 Until April 2011 all costs to the Council (other than furniture storage costs) associated with Bed and Breakfast use were recovered via Housing Benefits payments. However, from 1st April 2011 government reimbursement to the Council was capped at a rate of £138/room/week.

8.3 The cost of keeping a 4 person household in bed and breakfast (2 rooms) can be as much as £875/week. Although not all Bed and Breakfast accommodation is this expensive the annual saving on B&B costs to the Council if such families were housed in the properties to be purchased would be

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current cost (52 x £875 x 1 family)</td>
<td>45,500</td>
</tr>
<tr>
<td>Capped recovery from government (52 x £138 x 1)</td>
<td>7,176</td>
</tr>
</tbody>
</table>
8.4 Depending on where it is in the district, a property will generate a predicted income of £230 -£255/week in rent. Even if the property is vacant for 5 weeks of the year due to tenant turnarounds this equates to up to £11,985/property/year.

8.5 The Council can finance the purchase of the properties by borrowing from the Public Works Loan Board. The long term PWLB rate (20 years) is 4.55% at the moment. As part of its wider treasury management, the Council has the option to delay external borrowing by using its own cash – effectively borrowing internally. As interest rates achieved by investing cash are generally around 1% at the moment, this is likely to be cost effective, though there is a risk that long term interest rates will rise in the meantime.

8.6 Assuming borrowing at 4.55%, the interest cost will be £9,100 on a capital sum of £200,000. In addition the Council will be required to set aside a sum of £4,000 per annum to repay the principal on the loan, though this would be recouped should the properties be sold at a future date for at least their current value. The main cost of selling would be agency fees at approximately 1% of the sale price. The annual revenue cost to the Council of purchasing a typical property is therefore

\[
\begin{align*}
\text{Income from rent} & \quad (11,985) \\
\text{Financing cost} & \quad 13,100 \\
\text{Maintenance} & \quad 1,000 \\
\text{Net cost} & \quad 2,115
\end{align*}
\]

8.7 The purchase of a typical £200,000 property can therefore reduce the Council’s revenue costs by up to £36,000 per year, as well as providing more suitable accommodation for homeless families. Such a saving provides a significant cushion against the possibility of a capital loss on the eventual sale of the property.

8.8 In terms of asset management and property values over the long-term, residential property has appreciated in value over the past 30 year period. Whilst it is difficult to speculate regarding the performance of the residential property market over the next few years industry indications are that the South East of England will continue to be more resilient in economic terms and that the region should avoid major fluctuations in price levels.

8.9 The acquisition of properties is considered a good long term risk as, should housing circumstances change and the Council wish to dispose of the properties, the Council should be able to recover its financial outlay.
## Consequences of the Proposed Action

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the risks associated with the proposal?</td>
<td>Lack of interim accommodation against a background of increasing homelessness and uncertainty around Local Housing Allowance and Bed and Breakfast rates</td>
</tr>
<tr>
<td>Risk Assessment attached Yes/No</td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to reduce Crime and Disorder?</td>
<td>The provision of interim accommodation will help reduce crime and disorder by providing accommodation and support services for some of the more vulnerable people in the district</td>
</tr>
<tr>
<td>How will the proposal help to promote Human Rights?</td>
<td>The use of short stay temporary can promote rights under Article 8: Right to respect for private and family life</td>
</tr>
<tr>
<td>What is the impact of the proposal on Equality and Diversity?</td>
<td></td>
</tr>
<tr>
<td>Equalities Impact Assessment attached Yes/No/Not relevant</td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to promote Sustainability?</td>
<td>All current interim accommodation has proved to be sustainable</td>
</tr>
</tbody>
</table>
Numbers of households in Bed and Breakfast at end of each month

<table>
<thead>
<tr>
<th>Month</th>
<th>Number at end of month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sep-09</td>
<td>1</td>
</tr>
<tr>
<td>Oct-09</td>
<td>2</td>
</tr>
<tr>
<td>Nov-09</td>
<td>1</td>
</tr>
<tr>
<td>Dec-09</td>
<td>1</td>
</tr>
<tr>
<td>Jan-10</td>
<td>0</td>
</tr>
<tr>
<td>Feb-10</td>
<td>2</td>
</tr>
<tr>
<td>Mar-10</td>
<td>2</td>
</tr>
<tr>
<td>Apr-10</td>
<td>6</td>
</tr>
<tr>
<td>May-10</td>
<td>5</td>
</tr>
<tr>
<td>Jun-10</td>
<td>7</td>
</tr>
<tr>
<td>Jul-10</td>
<td>12</td>
</tr>
<tr>
<td>Aug-10</td>
<td>13</td>
</tr>
<tr>
<td>Sep-10</td>
<td>13</td>
</tr>
<tr>
<td>Oct-10</td>
<td>12</td>
</tr>
<tr>
<td>Nov-10</td>
<td>12</td>
</tr>
<tr>
<td>Dec-10</td>
<td>10</td>
</tr>
<tr>
<td>Jan-11</td>
<td>13</td>
</tr>
<tr>
<td>Feb-11</td>
<td>15</td>
</tr>
<tr>
<td>Mar-11</td>
<td>19</td>
</tr>
<tr>
<td>Apr-11</td>
<td>19</td>
</tr>
<tr>
<td>May-11</td>
<td>12</td>
</tr>
<tr>
<td>Jun-11</td>
<td>8</td>
</tr>
<tr>
<td>Jul-11</td>
<td>15</td>
</tr>
<tr>
<td>Aug-11</td>
<td>28</td>
</tr>
</tbody>
</table>

Number of households in bed and breakfast at end of each month

![Graph showing the number of households in Bed and Breakfast at end of each month from Sep-09 to Jul-11. The graph indicates a general increase in the number of households from Sep-09 to Jul-11, with peaks in May and June.]
Executive Summary

The purpose of this report is to inform Cabinet of:
- the publication of Corporate Plan Priorities 2008-11 End of Period Review and Performance Report 2010/11,
- the review of the District Plan priorities 2011-15 and
- the quarterly review of the set of performance indicators for Quarter 1, 2011/12 by the Performance Management Working Group and,
- to seek comments on the particular areas identified.

Recommendations

It is recommended that Members note the contents of this report and consider actions necessary to improve performance.

Reasons for Recommendations

Performance Management is part of the duty of Best Value to drive up service improvement.

Background Papers
Corporate Plan Priorities 2008-11, Performance Report 2010/11
Performance data for Quarter 1 2011/12, District Plan Priorities

Consultation
Wards affected All
Contact Julie McKenzie, Performance Manager Ext. 5306
Background Information

1  Introduction

The purpose of this report is to inform Cabinet of the outcome of the quarterly review of the set of performance indicators for Quarter 1, 2011/12 by the Performance Management Working Group on 3rd September 2011 and to seek comments on the particular areas identified.

Background/Actions taken to date

1.1 A new framework, ‘Performing to Win’, to support how we will sharpen our focus on performance management was launched in December 2010. District Plan Priorities identified in the District Plan 2011-15 will be reviewed monthly by Corporate Management Team and quarterly by Performance Management Working Group, alongside the key corporate performance indicators.

2  Corporate Plan Priorities 2008/11 and End of Year Performance Report 2010/11

2.1 The end of period review report on the delivery of the Corporate Plan 2008/11 is available on the Council’s website; one and a half priorities were ongoing from the Corporate Plan and these have been carried forward to the new District Plan http://www.horsham.gov.uk/files/CPP__2008_2011end_of_year_report.pdf.

2.2 The End of Year Performance Report 2010/11, of key and departmental indicators, showing year on year performance is available on the Council’s website. http://www.horsham.gov.uk/files/Full_year_PI_Report_2010_11v2.pdf

3  Monitoring of District Plan Priorities 2011-15

3.1 Horsham District Council’s corporate priorities are identified in the District Plan 2011-15. The District Plan was adopted by Council at the meeting on 16th February 2011.

3.2 The District Plan provides the corporate vision but also needs to react to changing circumstances; reviews will be undertaken regularly throughout its lifetime to ensure it remains relevant to the needs of our district, and to identify opportunities that arise to deliver services to our communities.

3.3 Departmental service plans to support the delivery of the District Plan Priorities 2011-15 were compiled by all Heads of Service in conjunction with Cabinet Members. After the election in May 2011 revisions to the Cabinet were announced at the Annual General Meeting on 18th May and portfolios aligned with the District Plan Themes. Service Plans were then agreed with the new Cabinet Members.

3.4 The Departmental Service Plans were published on 7th July 2011 and are available to view on the website at: http://www.horsham.gov.uk/council/13629.aspx
3.5 For this year the first review of progress towards delivery of the District Plan will be undertaken at the half year point, at the end of September 2011, and will be reported to the 2nd November 2011 meeting of the PMWG and Cabinet on 24th November 2011.

4 **Residents Satisfaction Survey**

4.1 In the past all Councils have been required to carry out regular Resident Satisfaction Surveys. The Place Survey was carried out in 2008/09 and, in 2010, a telephone survey of residents was undertaken as part of the Communications Review.

4.2 There is no longer a statutory requirement to carry out the Place Survey however ‘The customer at the heart of what we do’ is a priority within the District Plan 2011-15 and the new Corporate Communications Strategy identifies planned consultation with council audiences as a key aim.

4.3 To deliver this priority a Residents Satisfaction Survey has been sent to every household in the District, through the Horsham District News and can be accessed through the Council website, to provide feedback on the Council’s performance from the resident’s perspective. The focus of the questions will enable comparisons to be made and progress to be monitored against a number of areas covered by the 2008 Place Survey and the recent Communications review.

4.4 The fieldwork period for the survey ends on 31st October 2011 and the outcome of the survey will be available in the New Year.

5. **Performance Indicators for Q1, 2011/12**

5.1 Performance Management Working Group noted the monitoring report for Quarter 1 and raised a number of issues in respect of sports and leisure indicators, particularly around targets set for sports and leisure attendance; *LS01b Swimming Attendances* and *LS03 The Capitol*, and for planning enforcement: *the age profile of enforcement cases opened and closed for DM02a and b*. A response is shown in Appendix A.

5.2 A meeting is planned to discuss the remit of the Budget Review and Performance Management working groups to avoid duplication of information reported and to provide a fuller picture of services provided.

6 **Outcome of Consultations**

5.1 Corporate Management Team (CMT) have considered the update on District Priorities and the Quarter 1 2011/12 Performance Indicators report.
6 Other Courses of Action Considered but Rejected
6.1 The Council needs to evidence effective monitoring of performance.

7 Staffing Consequences
7.1 There are no staffing consequences associated with this report.

8 Financial Consequences
8.1 There are no direct financial consequences as a result of this report.
## Agenda Item 6(a)(ii)

### Appendix 1

#### Consequences of the Proposed Action

<table>
<thead>
<tr>
<th>What are the risks associated with the proposal?</th>
<th>Risk Assessment attached Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>How will the proposal help to reduce Crime and Disorder?</th>
<th>Managing performance will help identify areas where the Council can provide better crime and disorder reduction initiatives.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>How will the proposal help to promote Human Rights?</th>
<th>Any improvement in performance can only enhance the Citizens Convention Rights and will enhance the Council’s duty to promote harmonious race relationships.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>What is the impact of the proposal on Equality and Diversity?</th>
<th>Equalities Impact Assessment attached Yes/No/Not relevant</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Not relevant</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>How will the proposal help to promote Sustainability?</th>
<th>Performance against sustainability issues are reviewed regularly through Performance Management Working Group.</th>
</tr>
</thead>
</table>
Feedback from the Performance Management Working Group  Appendix A
Quarter 1 Performance Indicator Update:

2011/12 Quarter 1 Performance Indicators Monitoring Report

On 3rd August 2011 the Performance Management Working Group considered the Quarter 1 Performance Indicator Monitoring Report.
The following PI’s where the group have concerns about performance have been highlighted, and now include a departmental response:

Cabinet member with Responsibility for Arts Heritage & Leisure: Cllr Jonathan Chowen

<table>
<thead>
<tr>
<th>Performance Indicator</th>
<th>Feedback from PMWG</th>
<th>Head of Service Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>LS01b) Swimming Attendances</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LS03 Attendances at The Capitol</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General notes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011/12</td>
<td>Members asked how these targets had been set as they appeared unrealistic. They requested that the targets for these indicators be reassessed and profiled across the year where possible</td>
<td></td>
</tr>
<tr>
<td>LS01b) Quarter 1 Attendance 121,369 Target 127,500</td>
<td></td>
<td>LS01b the targets have been reviewed for 2012/13</td>
</tr>
<tr>
<td>LS03 Quarter 1 Attendance 33,823 Target 39,000</td>
<td></td>
<td>LS03 the targets have been profiled against performance last year. Note that it is difficult to set targets for the Capitol a year in advance when the programme of film releases, availability and productions are not known At that time.</td>
</tr>
</tbody>
</table>

Natalie Brahma-Pearl
Director of Community Services
Natalie.brahma-pearl@horsham.gov.uk
01403 215250
Cabinet member with Responsibility for Living & Working Communities: Cllr Ian Howard

Performance Indicator

<table>
<thead>
<tr>
<th>Performance Indicator</th>
<th>Feedback from PMWG</th>
<th>Head of Service Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>DM02a) Number of Planning Enforcement cases received</td>
<td>PMWG considered that without an understanding of the age and type of the cases, the numbers alone are rather meaningless. Specific information was requested by Members about the age profile of the enforcement cases opened and closed.</td>
<td>The information requested will be provided for discussion at the next PMWG to identify if there are any concerns. Rod Brown, Head of Planning &amp; Environmental Services <a href="mailto:rodbrown@horsham.gov.uk">rodbrown@horsham.gov.uk</a> 01403 215426</td>
</tr>
<tr>
<td>DM02b) Number of Planning Enforcement cases closed</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

General

Total Cost of waste collection and the cost per house hold in the District and comparisons with other Local Authorities in West Sussex (This information is not a performance indicator)

<table>
<thead>
<tr>
<th>General notes</th>
<th>Feedback from PMWG</th>
<th>Head of Service Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contextual information requested by PMWG</td>
<td>Head of Financial and Legal Services undertook to provide the information.</td>
<td>To be provided for discussion at the next PMWG meeting to identify if there are any concerns. Sue McMillan, Head of Financial and Legal Services <a href="mailto:Sue.mcmillan@horsham.gov.uk">Sue.mcmillan@horsham.gov.uk</a></td>
</tr>
</tbody>
</table>
Executive Summary

This report seeks approval to establish a trade recycling pilot scheme across the district and approve the budget changes required to establish the scheme.

We currently operate a limited trial to approximately 40 businesses collecting paper and cardboard only, using a small amount of spare resource within our current trade collection service. Although we have not advertised this we have received over 80 enquiries for trade recycling and this, together with survey data previously gathered, shows that there is a demand with businesses, particularly Small to Medium sized Enterprises (SME's), for a recycling service.

A pilot scheme collecting glass only; paper and cardboard, and mixed dry recycling (as is currently collected from householders in blue top bins) is proposed. This will reduce the total amount of waste we are currently sending to landfill and thus reduce the overall carbon footprint of our operations.

Although our "official" recycling rate only includes household waste it is proposed that the proportion of trade waste recycled will be reported as a local performance indicator and will be used as one measure to evaluate the success or otherwise of the pilot.

Having introduced a new domestic collection fleet of side loading vehicles we have, unusually, spare vehicle resource available as some of the vehicles from the old fleet have been retained. This together with the ability to use agency drivers and loaders for one day at a time means that we can tailor resource expenditure to meet demand more closely than would usually be the case.

It is anticipated that the older retained vehicles will be able to support a recycling service for three years after which point it will be necessary to purchase new or second-hand vehicle(s) to support continuation of the service. Prior to any purchasing decision an evaluation of the scheme will be made to determine if this investment is appropriate.

Recommendations

The Cabinet is recommended:

i) to approve the trade waste recycling pilot scheme as detailed in this report

ii) to Recommend to Council the budget changes required to operate the pilot detailed in this report.
Reasons for Recommendations

i) to achieve Priority 5 (Environment) item 2 (minimise waste, maximise recycling) in the District Plan

ii) to approve the necessary budget changes to allow the scheme to be adopted.

Background Papers
Consultation Director of Corporate Resources
Wards affected All
Contact Ian Jopling extension number 5556
Background Information

1 Introduction

The purpose of this report

1.1 This report seeks approval to introduce a trade waste recycling pilot scheme as an extension to the current trial and to compliment the existing trade waste collection service and requests that the Cabinet recommend that the Council to adopt the changes in the budget required to implement the scheme.

Background/Actions taken to date

1.2 Horsham District Council provides trade waste collection facilities to businesses within the Horsham district. We currently have 1,300 customers and undertake over 76,000 in empties per year.

In 2007/8 additional facilities were provided at the Burgess Hill transfer station to allow trade recycling to be accepted. Prior to this no such facility existed and so Horsham was unable to offer trade recycling at that time.

In response to this new transfer facility we began a trail scheme with 50 businesses having paper and cardboard collected once a week for recycling. No charge is made for this service although all customers know that it is our intension to charge in future. At this time we were moving into the implementation of our new AcornPlus collection and recycling service for households and so time and resources did not exist to allow expansion of this pilot into a larger pilot or full-blown scheme.

We currently have 43 customers from whom we are collecting paper and cardboard on a trial basis and have a further 84 enquiries from businesses wishing to participate in a trade recycling scheme.

In 2007 a county wide survey of SME’s was conducted as part of a project funded by Business Resource Efficiency and Waste (BREW). The questionnaire was sent to 8,982 SME’s and 638 were returned and analysed giving a 7% response rate. Of these responses over 250 were from businesses based in the Horsham District and so the results of this questionnaire are considered statistically significant as far as Horsham businesses are concerned. The executive summary of the report analysing these questionnaires is at appendix 3.

Two key results are evident from the survey. Firstly business considers that the lack of recycling services is a significant barrier to them recycling material from their premises and they feel that council should offer such services. Secondly the service most commonly asked for is recycling of paper and cardboard and that this is the most prevalent material in business waste. These points are borne out by enquiries to us requesting trade waste recycling.

2 Statutory and Policy Background

Statutory background

2.1 The Environmental Protection Act 1990 (chapter 43) places a statutory duty on collection authorities to collect commercial waste if requested to do so and that a charge for this service can be made.
Relevant Government policy

2.2 The government has announced in its 2011 waste policy review of that it intends to move to a 'zero waste economy' and also that it wants 'to make it easier and cost effective for Small and Medium sized Enterprises (SME)'s to recycle'. The UK is also subject to the EU Landfill Directive which will require the UK to pay substantial fines if the amount of biodegradable waste to landfill is not reduced. Recycling trade waste is one way of contributing towards this.

Relevant Council policy

2.3 Introducing a trade waste recycling service is a stated aim within priority 5 of the District Plan.

Currently all trade residual waste is sent to landfill for disposal. Collecting recyclate from businesses will reduce the volume of material being sent to landfill. Paper and cardboard, the most frequently requested materials for collection, are putrescible and generate methane in landfill conditions. Collecting this material will significantly reduce CO2 emissions attributable to business within Horsham.

3 Details

3.1 The proposed scheme will provide three separate streams of recycling. These are paper and cardboard, mixed dry recycling and glass.

These streams have been selected based on enquiries to date, the result of the business waste recycling survey and the facilities and relative merits, both cost and environmental, of recycling the specific streams.

If materials are mixed, as in the contents of our Acorn Plus "blue" bins, it has to be sent to a materials recycling facility (MRF) to be sorted into the constituent materials for sale. Sorting at the MRF attracts a processing fee per tonne so increasing the cost of the service of this type of material. If, on the other hand, material can be collected which does not need to be sorted the overall cost of the service is reduced.

Paper and card can be sent directly to the mill without further sorting and, as this is a popularly requested material for collection, it is appropriate to collect paper and card separately.

The costs of the paper and cardboard and mixed dry recycling will be 10% and 5% less than the equivalent residual service and these two materials will be collected from standard wheeled bins to reflect the addition processing costs associated with mixed dry recycling.

Glass as a single stream will be collected from the large "igloo" containers previously deployed at community recycling points. For small volumes of glass a mixed dry collection will be provided.

Glass from the ‘igloo’s’ will be collected using capacity freed up by the introduction of our Acorn Plus recycling service which allows glass to be included in the ‘blue’ lidded bin resulting in a significant reduction in the volume of glass from community
banks. As this resource is currently budgeted for, the income and costs have not been included in the business model presented here and the results from this service will be reported separately.

We currently have a unique opportunity to expand the current trail into a full blown pilot without the need for significant investment. This will allow us to determine if trade waste recycling is a sustainable business.

After the introduction of Acorn Plus a number of rear end loading (REL) refuse collection vehicles were retained to operate the existing trade waste collection service, act as operational spares as the new fleet settled in and to be available for this new service. As these vehicles are paid for and retained they are a low cost option for the introduction of this new service. It is anticipated that the vehicles could maintain the service for 3 - 4 years after which a new vehicle would need to be purchased. A business review of the pilot will be conducted prior to purchasing a new vehicle and establishing a full service to ensure the investment is appropriate.

To operate the service a driver and loader will be required and if these are not available from within our existing pool agency staff can be hired on a daily basis thus allowing us to tailor our resources to demand.

The scheme will meet the following objectives

◦ Provide a much requested recycling service to trade customers
◦ Increase the proportion of municipal waste collected that is being recycled, and thus reduce the amount going to landfill
◦ Offset the reduction in income from trade waste collections as customers recycle more
◦ Provide additional services as a base for increasing our customer numbers and thus total income.
◦ Meet one of the objectives set out in the District Plan
◦ Reduce the district’s carbon footprint by reducing putrescible waste to landfill.

**Marketing**

3.2 The new service will need be to be proactively marketed and have a clear brand and image to allow penetration in the marketplace.

As with any business existing customers are the easiest for us to make contact with and we already have a significant number of enquiries from existing customers. Marketing to existing customers will be achieved through mail shots and direct contact once the branding has been agreed. The financial appraisal has therefore been based upon moving existing customers from residual waste collections only to a mix of recycling and residual waste collections

Money has been included in the financial model for an initial and ongoing marketing.

As with any business existing customers are the easiest for us to contact and we already have a significant number of enquiries from existing customers.
4 Next Steps

4.1 Once the pilot scheme is approved at appropriate brand for the service will be developed and a mailshot will be sent to all existing treacherous customers. Based on responses received appropriate rounds will be introduced to collect the material.

4.2 The intention is to offer an "holistic" service tailoring in the sizes and materials to be collected to the individual needs of businesses. It is difficult to model the cost impact for any business as this is dependent on the number, frequency of empty and size of bins that will be emptied. However it is intended that the majority of businesses the collection of recycling alongside residual waste will be cost neutral as disposal charges, including landfill tax which is rising rapidly each year, is a substantial proportion of the total charge for our trade waste collection services.

5 Outcome of Consultations

5.1 The Director of Resources comments that because uptake cannot be guaranteed it is not appropriate to commit to purchasing additional or replacement vehicles at this time and a business appraisal will need to be undertaken when the current vehicle(s) require replacing in order to ensure that such investment is appropriate.

6 Other Courses of Action Considered but Rejected

6.1 We could abandon the current trial and not offer any trade recycling services. This has been rejected as it does not meet our sustainability aspirations and it is likely that other providers will offer similar services which are likely to erode our current customer base. We also have an opportunity to use retained vehicles to operate the pilot allowing us to build a more robust business model before having to replace the existing vehicle(s) which will be a significant investment.

7 Staffing Consequences

7.1 A driver and loader will be required to operate the trade recycling vehicle. Initially these staff will be engaged through our agency but once a sustainable market has been established a further report will be brought forward requesting an increase in staffing to continue providing this service.

8 Financial Consequences

8.1 The financial model is at appendix 2. This shows that each trade recycling contract will attract, on average, a net surplus of £68.76 per year which means that 82 customers will be required to cover the annual fixed costs associated with the scheme.
The following supplementary budgets and estimates will be required to implement this pilot although they may be under spent depending on the number of customers using the scheme. Estimates are based on 200 customers.

<table>
<thead>
<tr>
<th>Item</th>
<th>Supplementary Budget £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
</tr>
<tr>
<td>Vehicle running costs (fuel, tyres etc)</td>
<td>6,500</td>
</tr>
<tr>
<td>Wages (Driver, Loader &amp; admin support)</td>
<td>15,000</td>
</tr>
<tr>
<td>Set up costs (yr 1 only)</td>
<td>6,000</td>
</tr>
<tr>
<td>Loss of residual trade waste income</td>
<td>30,000</td>
</tr>
<tr>
<td>Contribution to Container replacement</td>
<td>5,300</td>
</tr>
<tr>
<td>Processing Costs</td>
<td>3,500</td>
</tr>
<tr>
<td>Income</td>
<td>(80,200)</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td></td>
</tr>
<tr>
<td>Bin Purchase</td>
<td>70,000</td>
</tr>
</tbody>
</table>
## Appendix 1

### Consequences of the Proposed Action

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the risks associated with the proposal?</td>
<td>Financial - Capital investment is required to purchase containers. However if the scheme fails HDC retains ownership of the containers which can be used for the collection of residual trade waste in the future. Reputational – If the scheme is not popular and take up is low we may not be able to justify continuing the scheme when investment is required for a vehicle in which case the service may be withdrawn</td>
</tr>
<tr>
<td>Risk Assessment attached</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to reduce Crime and Disorder?</td>
<td>This proposal has no implications for crime and disorder.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to promote Human Rights?</td>
<td>This proposal has no implications for human rights.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>What is the impact of the proposal on Equality and Diversity?</td>
<td>This proposal has no implications for equality and diversity as a service will be offered to all businesses who requested.</td>
</tr>
<tr>
<td>Equalities Impact Assessment attached</td>
<td>Not relevant</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to promote Sustainability?</td>
<td>Currently all residual trade waste is sent to landfill. Collecting trade recycling will reduce the amount of waste to landfill which will reduce methane production and so carbon footprint so this is a more sustainable solution.</td>
</tr>
</tbody>
</table>


### Appendix 2– Financial Model

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
<th>Calculation</th>
<th>Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pick ups per Day</td>
<td>70</td>
<td></td>
<td>£ 58.33 per year</td>
</tr>
<tr>
<td>Cost of Container</td>
<td>£ 350</td>
<td></td>
<td>£ 58.33 per year</td>
</tr>
<tr>
<td>Life of container (yrs)</td>
<td>6</td>
<td></td>
<td>£ 58.33 per year</td>
</tr>
<tr>
<td>Average cost of processing MDR per customer per year</td>
<td>£ 16.25</td>
<td></td>
<td>£ 58.33 per year</td>
</tr>
<tr>
<td>Variable Vehicle Costs per year</td>
<td>£ 70,864</td>
<td></td>
<td>£ 4.05 per customer per lift</td>
</tr>
<tr>
<td>Collections per year per customer</td>
<td>26</td>
<td></td>
<td>£ 105.28 per customer per year</td>
</tr>
<tr>
<td>Fixed Vehicle Costs per year</td>
<td>£ 3,637</td>
<td></td>
<td>£ 148.46 per customer per year</td>
</tr>
<tr>
<td>Average cost of collecting trade residual waste per lift</td>
<td>£ 5.71</td>
<td></td>
<td>£ 148.46 per customer per year</td>
</tr>
<tr>
<td>Administration Cost per customer per year</td>
<td>£ 3</td>
<td></td>
<td>(Ave Cost to Customer £12.34, Disposal £6.63)</td>
</tr>
<tr>
<td>Marketing Cost per Customer per year</td>
<td>£ 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 1 launch costs</td>
<td>£ 5,988</td>
<td></td>
<td>£ 148.46 per customer per year</td>
</tr>
<tr>
<td>Time to recover launch costs (yrs)</td>
<td>3</td>
<td></td>
<td>£ 1,996 per year</td>
</tr>
<tr>
<td>Average price of recycling contract per year</td>
<td>£ 401</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Cost of Collection per customer per year**

- Transport: £ 105.28
- Processing: £ 16.25
- Administration & Marketing: £ 4
- Container: £ 58.33
- Loss of residual trade waste income: £ 148.46

**Total Cost of Collection**: £ 332.33

**Income per Customer per Year**: £ 401

**Surplus per Customer per Year**: £ 68.76

Thus a surplus of £ 68.76 per customer must fund a fixed annual cost of £ 5,633. Break even is therefore 82 customers.

If a new vehicle at £130,000 is purchased funded over 7 years, the break even becomes 135 customers.
Recycling Business Waste in West Sussex - Analysis of Questionnaire Results

Executive Summary

A questionnaire was distributed to small and medium sized enterprises (SMEs) across West Sussex to inform the development of a new business recycling service provision. 638 questionnaires were returned from businesses with 250 or less employees on the site. The results of these questionnaires have been analysed and are presented in this report.

The questionnaire results showed strong support for the councils providing better services for the recycling of business waste. 72% of the businesses stated that a collection service not being readily available was a barrier preventing them recycling or recycling more. 70% of businesses stated that the councils should help by better service provision, and a total of 94% of businesses agreed with the statement that the council should be making it easier for businesses to recycle materials (with 79% strongly agreeing). Some of the additional comments received emphasised the difficulties experienced by the businesses when trying to find a suitable contractor to provide a recycling collection service. A number of businesses are currently using facilities provided by the local authorities for household recycling.

Cardboard and office paper/newspaper/loose paper were identified by the most number of businesses as being within their five most dominant wastes arising. Plastic bottles and food/kitchen waste were the next most dominant materials, followed by glass bottles and jars, plastic containers, other plastics and food and drink cans.

Office paper/newspaper/loose paper and cardboard are both being recycled by more than 30% of the businesses who responded to the questionnaire. Glass bottles and jars are being recycled by 20% of the businesses, and food and drink cans are recycled by 15%. Cardboard and papers remained the most dominant materials in the waste stream when material identified as already being recycled by businesses was excluded from the analysis.

The cost of recycling is a concern for the businesses with cost concerns being identified as a barrier to recycling by 26% of the businesses, and 61% of the businesses were not prepared to pay more to have a recycling collection as well as a general waste collection. Additional comments received from some of the businesses highlighted that some are not aware of the way that waste and recycling services are financed for both householders and businesses. Some businesses referred to the ‘free’ household services and the ‘high’ business rates paid that do not include waste collection. Other businesses may have more of an awareness of the costs of recycling as 29% agreed that they are prepared to pay more to have a recycling collection as well as a general waste collection (8% of these strongly agreed).

Some businesses gave information on seasonal analysis of waste, but the majority of businesses either did not respond to the question or responded to indicate that this is not an issue for them.

The majority of the businesses did not have problems arranging disposal/recycling of waste types such as electronic equipment and hazardous waste. However, details were provided by a number of businesses who do experience problems in this area, and a number of businesses stated that they take this type of waste to the local Household Waste Recycling Site.
Draft Horsham Town Plan Supplementary Planning Document

Executive Summary

The Horsham Town Framework Report has been used as the basis to formulate a Draft Horsham Town Plan Supplementary Planning Document (SPD) which translates the report findings into planning guidance for future retail, commercial and leisure development, specifically for Horsham town centre and the Hurst Road area. The Draft Horsham Town Plan SPD is the first of a series of documents that will be produced by the Council as part of the Future Prosperity of Horsham Project.

The aim of the SPD is to provide a planning structure for the town centre based on the Council’s findings, aspirations, priorities for the area and to sustain and enhance the area for the future in the most effective way. The SPD will help to steer potential developers and will act as the Council’s starting point for more detailed discussions and proposals that arise in the town over future years.

The Horsham Town Plan SPD will enable the regeneration of key areas within Horsham town which will increase the vitality and vibrancy of the town. The key areas which have been identified for regeneration through the Draft Horsham Town Plan SPD are: Albion Way; The Quarter which consists of Piries Place, East Street and Denne Road; the Bishopric; and the Hurst Road area.

In addition, a Sustainability Appraisal has been undertaken as part of the preparation of the Horsham Town Plan SPD.

The draft SPD and Sustainability Appraisal, if approved for consultation, will be subject to a six week public and key stakeholder consultation in November 2011. This is anticipated to include another key stakeholder event, similar to the one held during the preparation of the Horsham Town Framework Report. The responses received through consultation will be subject to consideration by Officers and Members and be incorporated into the final version accordingly.

Recommendation

The Cabinet is recommended:

i) To recommend to Council that the Draft Horsham Town Plan Supplementary Planning Document (SPD) and Sustainability Appraisal attached to this report be
Agenda Item 6(c)(i)

adopted and published on 28th October 2011 for a six week public and stakeholder consultation with any minor editorial amendments to be agreed under delegated authority by the Cabinet Member for Living and Working Communities.

Reasons for Recommendations

i) The Horsham Town Plan is an important document which will set a framework for the regeneration of key areas within Horsham town which will increase the vitality and vibrancy of the town.

ii) Horsham District Council is very keen to work with and have ongoing dialogue with the District’s communities and to try and incorporate local ambitions within its strategies wherever possible. Although it cannot guarantee to deliver all of these aspirations, the Council would like to establish what is important to communities.

Background Papers: The Future Prosperity of Horsham Town Framework Report
Strategic Planning Advisory Group meeting 26th July 2011 Agenda Item 4,
Appendix 1 Draft Horsham Town Plan SPD
Appendix 2 Draft Sustainability Appraisal of the Horsham Town Plan SPD

Consultation: All Council Members
West Sussex County Council
Leisure
Economic Development
Community Services
Strategic Planning / Performance
Building Control
Planning Services

Wards affected: Horsham Town

Contact: Kathryn Reeves, Senior Planning Officer, Ext. 5185
Background Information

1 Introduction

The purpose of this report

1.1 To consider the content of the Draft Horsham Town Plan SPD and recommend to Council that it be published for a six week public and stakeholder consultation from 28th October – 9th December 2011.

Background/Actions taken to date

1.2 As part of the overall background work to support the Core Strategy Review Development Plan Document (DPD) and the Council’s overarching drive to proactively maintain and build on the strengths of Horsham town into the future, the Council initiated the Future Prosperity of Horsham Project.

1.3 The Future Prosperity of Horsham Project is an initiative devised by Horsham District Council, in partnership with West Sussex County Council, to take a proactive approach to the future development and growth of Horsham town in relation to access enhancements, retail/commercial development and leisure opportunities. This future development growth will include the regeneration of key areas within Horsham town to increase the vitality and vibrancy of the town. It is a cross cutting project led by the District Council’s Strategic Planning Team, but which involves input from a wide range of Officer’s and Council Members across the Council and partnership work with the County Council and other interested parties and organisations.

1.4 The project aims to strike an appropriate balance within the town centre by steering the future development of the town to maximise its economic potential whilst sustaining and enhancing its attractive and historic environment for the optimum benefit of residents and visitors alike. To assist with this aim, planning consultants Urban Practitioners were commissioned in June 2010, to start the project and produce a Town Framework Report to identify the existing strengths and areas for improvement within the town and formulate a vision and strategy for the future.

1.5 The Town Framework Report, published in February 2011, looks at three specific target areas across the town which were previously identified as strategically significant for improvement and development. The three specific areas are the town centre, the Hurst Road area including the rail goods yard and railway station and the Broadbridge Heath Quadrant. The town centre is an important focal point for the town but there are also clear opportunities in areas of strategic importance across the wider town.

1.6 The Horsham Town Framework Report has been used as the basis to formulate a Draft Horsham Town Plan SPD which translates the report findings into planning guidance for future retail, commercial and leisure development specifically for Horsham town centre and the Hurst Road area. The Draft Horsham Town Plan SPD is the first of a series of documents that will be produced by the Council as part of the Future Prosperity of Horsham Project.
1.7 The aim of the guidance is to provide a planning structure for the town centre based on the Council’s findings, aspirations, priorities for the area and to sustain and enhance the area for the future in the most effective way. The guidance will help to steer potential developers and will act as the Council’s starting point for more detailed discussions and proposals that arise in the town over future years.

1.8 The Draft Horsham Town Plan SPD, and any other subsequent SPD’s, will enable the regeneration of key areas within Horsham town which will increase the vitality and vibrancy of the town. The key areas which have been identified for regeneration through the Draft Horsham Town Plan SPD are: Albion Way; The Quarter which consists of Piries Place, East Street and Denne Road; the Bishopric; and the Hurst Road area.

1.9 The Draft Horsham Town Plan SPD was discussed at the Strategic Planning Advisory Group on 26th July 2011 so that Members could consider and comment on the content of the document before being reported to Cabinet on 22nd September and Council on 19th October for approval for a six week public and stakeholder consultation in October-December 2011.

2 **Statutory and Policy Background**

**Statutory background**

2.1 Although the Government has made it clear that it’s intention remains to remove Regional Spatial Strategies through the Localism Bill when granted Royal Assent, expected end 2011, the South East Plan currently remains part of the Development Plan for the District and therefore the Council must comply with its requirements. In addition, the Draft National Planning Policy Framework promotes the vitality and viability of town centre and states that planning policies should be positive, promote competitive town centre environments and set out policies for the management and growth of centres over the plan period.

**Relevant Government policy**

2.2 Guidance set out within Planning Policy Statement 4: Planning for Sustainable Economic Growth seeks to improve the economic performance of towns and promote the vitality and viability of town centres as important places for communities. This combined with increased development pressures across Horsham town provided the catalyst to plan proactively for the future prosperity of the town. The Draft National Planning Policy Framework has a section on promoting the vitality and viability of town centres, the SPD meeting many of the policies set out in this draft document for consultation.

**Relevant Council policy**

2.3 The Draft Horsham Town Plan SPD seeks to build on Policy CP17 of the Core Strategy ‘Vitality and Viability of Existing Centres’ which states that improvement to Horsham town centre will be encouraged provided that they help adapt it and reinforce its role in meeting needs, acting as the focus for a range of activities, including retailing, leisure, cultural, business and residential uses, and do not cause unacceptable levels of disturbance to the local community or damage the
townscape character. This Policy also states that the vitality of existing retail centres will be maintained and enhanced, in accordance with their identified role, through a combination of promotional or physical improvement measures and addressing retail measures.

3 Details

Structure and Content of the document

3.1 The SPD can broadly be divided into three main sections. The introductory section outlines the Future Prosperity of Horsham Project and the subsequent Horsham Town Framework Report, which provides the basis for the SPD; reports on the performance of the town centre as retail centre; sets out the vision statement from the Horsham Town Framework Report; and what the Council is seeking to achieve through the SPD.

3.2 The second section uses the key principles set out in the Horsham Town Framework Report to set out the Council’s overarching general development guidance for the town centre, in terms of retail uses, commercial uses, leisure and cultural facilities, townscape and character design, sustainable design, public spaces and accessibility, parking and financial viability.

3.3 The third section builds on the general development guidance by adding further detail and site specific guidance for the four key sites identified for regeneration within the town centre - Albion Way, The Quarter, the Hurst Road and Nightingale Road area; and the Bishopric.

3.4 The latter two sections of the SPD are accompanied by maps and images from the Horsham Town Framework Report, to ease understanding of the guidance and to give an idea of what could be achieved through application of the guidance to any proposals within the town centre and key areas.

3.5 A Sustainability Appraisal of the Horsham Town Plan SPD has been undertaken and will accompany the consultation document.

4 Next Steps

4.1 If agreed at Council, on the 19th October, for publication for consultation, the draft SPD will be subject to a six week public and key stakeholder consultation 28th October – 9th December 2011. This is anticipated to include another key stakeholder event, similar to the one held during the preparation of the Horsham Town Framework Report. The responses received through consultation will be subject to consideration by officers and Members and be incorporated into the final version accordingly.

4.2 It is anticipated that the Horsham Town Plan SPD will considered and approved for adoption in spring 2012.
5 **Outcome of Consultations**

5.1 Comments received through consultation to date have been incorporated accordingly into the Draft Horsham Town Plan SPD.

6 **Other Courses of Action Considered but Rejected**

6.1 An alternative course of action would be to not produce a Horsham Town Plan SPD and risk not achieving increasing the vitality and vibrancy of the town.

7 **Staffing Consequences**

7.1 The production of the Horsham Town SPD in terms of staff resources can be accommodated within the Strategic Planning Team. However, other departments have been involved through the preparation and will need to be involved in the six week public and stakeholder consultation and in the preparation of the final SPD.

8 **Financial Consequences**

8.1 The production of the Horsham Town Plan SPD can be accommodated in the existing and projected Local Development Framework budget. However, it may be appropriate to split the cost of the consultation between other departments involved.
## Appendix 1

### Consequences of the Proposed Action

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the risks associated with the proposal?</td>
<td>Risks associated with the proposal are staff resources and being able to comprehensively engage the community through the consultation.</td>
</tr>
<tr>
<td>Risk Assessment attached</td>
<td>Yes/No</td>
</tr>
<tr>
<td>How will the proposal help to reduce Crime and Disorder?</td>
<td>The Horsham Town Plan SPD recognises the importance of reducing crime and disorder.</td>
</tr>
<tr>
<td>How will the proposal help to promote Human Rights?</td>
<td>This Council has a positive obligation to ensure that respect for human rights is at the core of its day to day work and must in particular consider Article 6 (Determination of Civil Rights), 8 (A Right to Family Life etc), Article 1 of the First Protocol (Right to Property). The preparation of a Local Development Document and the involvement of the community at each stage will potentially contribute to improving the quality of life in the District and will therefore have a positive impact on human rights.</td>
</tr>
<tr>
<td>What is the impact of the proposal on Equality and Diversity?</td>
<td>There are no direct proposals to promote race relations arising from the content of this report. The council encourages all sectors of the community to participate in the preparation of the Districts planning strategy.</td>
</tr>
<tr>
<td>Equalities Impact Assessment attached</td>
<td>Yes/No/Not relevant</td>
</tr>
<tr>
<td>How will the proposal help to promote Sustainability?</td>
<td>A Sustainability Appraisal has been undertaken as part of the preparation of the Horsham Town Plan SPD.</td>
</tr>
</tbody>
</table>
Chapter 1: Introduction
Scene setting

Chapter 2: Background and Scope
Retail Study
Town Framework Report
Scope of the Draft SPD

Chapter 3: Vision
Vision Statement

Chapter 4: Development Plan Policy
Core Strategy Policies 2007
General Development Control Policies 2007

Chapter 5: General Development Guidance
Retail Uses
Commercial Uses
Leisure and Cultural Uses
Townscape Character and Design
Sustainable Design
Public Spaces and Accessibility
Parking
Financial Viability

Chapter 6: Site Specific Development Guidance
Albion Way
The Quarter
Hurst Road and Nightingale Road area
Bishopric

Chapter 7: Conclusion and Next Steps
Next Steps
Horsham Town Plan

1. Introduction

1.1 As part of the overall background work to support the production of the District’s Core Strategy Review Development Plan Document (DPD) and the Council’s overarching drive to proactively maintain and build on the strengths of Horsham town into the future, the Council initiated the Future Prosperity of Horsham Project.

1.2 The Future Prosperity of Horsham Project is an initiative devised by both Horsham District Council and West Sussex County Council to take a proactive approach to the future development and growth of Horsham town in relation to access enhancements, retail/commercial development and leisure opportunities. This future development and growth will include the regeneration of key areas within Horsham town to increase the vitality and vibrancy of the town. It is a cross cutting project led by the District Council’s Strategic Planning Team, but which involves input from a wide range of Officer’s and Council Member’s across the Council and partnership work with the County Council and other interested parties and organisations.

1.3 The project aims to strike an appropriate balance within the town centre by steering the future development of the town to maximise its economic potential whilst sustaining and enhancing its attractive and historic environment for the optimum benefit of residents and visitors alike. To assist with this aim, planning consultants Urban Practitioners were commissioned in June 2010, to start the project and produce a ‘Town Framework Report’ to identify the existing strengths and areas for improvement within the town and formulate a vision and strategy for the future. The report has been used as a basis to formulate this Draft Horsham Town Plan Supplementary Planning Document (SPD) which translates the report findings into planning guidance for future retail, commercial and leisure development in Horsham town centre.
Scene Setting

1.4 Horsham town centre has a high quality historical core, most of which is designated as a Conservation Area and includes approximately 50 listed buildings, which has created a high quality shopping experience for residents and visitors alike. However, with the close proximity of larger competing centres such as Crawley, Guildford and Worthing, and the changing needs of modern retailers, it is essential that the Council continues to understand these changing needs and looks to strengthen the retail offer and promote a comprehensive plan that identifies and encourages future opportunities for further enhancement, without causing harm to the high quality historic environment.

1.5 This Draft Horsham Town Plan is the first SPD of a potential series that the Council will produce as part of the Future Prosperity of Horsham Project. Its primary aim is to translate the issues and opportunities identified in the Town Framework Report into clear planning principles to guide future development in the town centre in relation to economic uses, leisure uses and access arrangements. It focuses on key opportunity areas that form the foundation for the future success of the town centre, that when planned effectively will sustain and enhance the strong and attractive town centre experience that characterises Horsham.

1.6 In 2010, Horsham town centre was ranked 143 out of over 3,000 centres through the National Retail Centre Ranking and was identified as having prime zone retail rents of £75 per square foot. Recent independent research has shown though that within the South East, a town with Horsham’s retail offer should be achieving prime zone retail rents of £115 per square foot. The research has shown that although Horsham is a strong and attractive town centre, it might not be capitalising on its full potential and are therefore opportunities for improvement to achieve higher rents and encourage further investment within the town centre. Suggested reasons to the town centres low
retail rents include that Horsham is not on the radar for many retailers; the current offer may not cater for all demographics in the wider catchment area; the proposition is too value based; Horsham may be losing out to larger centres such as Guildford, Crawley and Brighton; there is a lack of modern property stock and appropriate unit sizes; the town centre is held back by ownership structures; and it is under served by complementary uses such as A3 and leisure uses.

1.7 Although it is recognised that Horsham town may not capitalising on its full potential and that competing centres may be larger and currently provide a wider range of retail and leisure choice, it is also recognised that Horsham town offers an alternative experience based on its high quality public realm, attractive cafés, restaurants and independent shops supported by key anchor stores that provide the basis for the existing high levels of consumer retention. It is this alternative experience that needs to be built on to increase and strengthen the performance of Horsham town centre to put the town in line with current competing centres.

1.8 Therefore, the aim for this SPD will be to seek to sustain and enhance the existing attractive historical character and nature of the town centre, whilst maximising the future opportunity areas for better quality access and linkages into and across the town and more flexible retail floor space. It also aims to encourage people to spend more time in the centre by building on the town’s strong combined shopping and leisure experiences for both the day time and night time economies.

1.9 The Draft SPD will be published as a Supplementary Planning Document in accordance with PPS 12 Local Development Frameworks and form supplementary guidance to the Council’s current Core Strategy Development Plan Document. The draft SPD will be subject to a six week public and stakeholder consultation, the results of which will be incorporated into the final version accordingly and a table of responses will be published alongside the final document.
2. **Background and Scope**

*Retail Study*

2.1 In June 2010 the Council published an updated Retail Needs Study as part of the background work for the Core Strategy Review DPD. The study notes that Horsham town has a strong heritage and a historical core, and has generally kept pace with shoppers and retailers’ needs through redevelopment and enhancement of shopping facilities, whilst maintaining and conserving an attractive, historic environment; therefore, ensuring that the town centre is functioning well against the majority of key retail health check indicators. The study also notes that the centre retains a large percentage of custom within the District despite the proximity of larger retail centres such as Crawley and Guildford. Despite this strong position the study recommends that there are clear opportunities to further strengthen the town centre’s offer, particularly in terms of its evening economy, the specialist independent retail offer, Swan Walk Shopping Centre and the need to achieve larger retail units to satisfy modern retailer and shopper requirements. This would help to ensure the future retention of retailers and customers considering the potential major retail enhancements at the competing centres of Crawley and Guildford. It was also concluded that there is clearly potential to enhance the overall connectivity across the town centre and enhance linkages to other areas of strategic importance across the wider town. This conclusion links in with a specific Council priority to increase connectivity and the general awareness of the town centre from the railway station through signage and way finding.

*Town Framework Report*

2.2 The recommendations from the Retail study, combined with guidance set out in Planning Policy Statement 4: Planning for Sustainable
Economic Growth and increased development pressures across Horsham town provided the catalyst to plan proactively for the future prosperity of the town. The Town Framework Report set out to create an overarching vision for the future prosperity of Horsham Town Centre and a set of objectives to achieve it in relation to retail, commercial and leisure uses as well as overall connectivity and linkages. The study also looked at three specific target areas across the town which were previously identified as strategically significant for improvement and development. The three specific areas were as follows:

- The Town Centre
- The Hurst Road area including the rail goods yard and railway station
- The Broadbridge Heath Quadrant.

2.3 The town centre is an important focal point for the town and although there are opportunities for redevelopment or enhancement within and on the edge of the centre, there are also clear opportunities in areas of strategic importance across the wider town.

2.4 The Hurst Road area, incorporating the railway station and wider goods yard, is a key commercial location in the town and there is increasing developer interest across various sites that could represent an opportunity for coordinated future redevelopment that enhances connectivity with the rest of the town, whilst boosting the commercial offer.

2.5 Another important area that sits outside of the town but has a great influence on the health of the town as a whole is the Broadbridge Heath Quadrant. The Broadbridge Heath Quadrant sits adjacent to the recently allocated strategic development ‘Land West of Horsham’. It is formed of the existing Broadbridge Heath retail park and the area to the south east of Broadbridge Heath encompassing the West Sussex County Council Depot, Tesco’s superstore, the bowls club and the existing leisure centre, including the athletics track. The site has grown
and developed sporadically over the years, which has led to piecemeal development and an inefficient use of what is viewed as a strategically important piece of land. Due to increased developer interest and the desire to maintain and enhance the healthy retail and leisure offer at the site without prejudicing the town centre, the opportunity has arisen through the Future Prosperity of Horsham Project to guide any future redevelopment of the site in a clear and logical manner. Therefore, as part of the Future Prosperity of Horsham Project, the Broadbridge Heath Quadrant will be addressed separately in a detailed planning brief SPD that will be written later this year to guide the future development of that specific area.

2.6 In order to form the basis of the future work on the three specific areas, as part of the Town Framework Report the consultants were required to provide site-specific overarching guidance for each of them in relation to design, layout, use and connectivity, and show them on a key diagram of the town that also highlights retail/commercial and leisure opportunities including linkages and connectivity.

2.7 Officers from across the District Council and West Sussex County Council met with the consultants to relay their priorities and aspirations for the Report. The initial findings, analysis and potential opportunities were then presented to a key stakeholder workshop held in August 2010 at the District Council offices. The stakeholders included Council Members, Officers from the District and County Councils, important organisations and groups in the town, and key business owners and representatives, were all invited to discuss and comment on the initial work. The comments were used to inform the development of the study and further meetings during the drafting process were undertaken with key officers and Members, as well as a formal presentation and discussion with Horsham Unlimited (Horsham town centre business partnership) in order to gain their views and input before finalising the study. The final study titled the Town Framework Report and was completed in February 2011.
Scope of the Draft SPD

2.8 This Draft SPD is the first of a series of documents that will be produced by the Council as part of the Future Prosperity of Horsham Project. The purpose of the Draft SPD is to translate the work undertaken in the Town Framework Report into planning guidance specifically for the town centre and Hurst Road areas of the town. Consultation on a separate SPD for the Broadbridge Heath Quadrant is planned for later this year.

2.9 The aim of the guidance is to provide a planning structure for the town centre based on the Council’s findings, aspirations, priorities for the area and interests to maintain and enhance the area for the future in the most effective way. The guidance will help to steer potential developers and will act as the Council’s starting point for more detailed discussions and proposals that arise in the town over future years.

2.10 The key output of the overarching Future Prosperity of Horsham Project work, which will be enabled by the Horsham Town Plan SPD and any other subsequent SPD’s, is the regeneration of key areas within Horsham town which will increase the vitality and vibrancy of the town. The key areas within Horsham town centre, which have been identified for regeneration, are Albion Way, Piries Place and East Street, the Bishopric and Hurst Road. These key areas are all addressed within this the Horsham Town Plan SPD. The key areas are set out in more detail in Section 6 of this SPD.
3. Vision

3.1 A vision statement for the town was published in the Town Framework Report and sets out the overarching aim of the Future Prosperity of Horsham Project. This was produced working in partnership with West Sussex County Council and various interested groups across the town including the town centre business partnership Horsham Unlimited.

3.2 Alongside the production of the vision statement the Town Framework report sets out key principles for the town centre and Hurst Road area. These principles have been used as a basis for the general development guidance set out in section 5: General Development Guidance, below.
Vision Statement

Horsham town will continue to be a distinctive destination of choice which is safe, easily accessible and enjoyable to visit.

In parallel with the protection and enhancement of the town’s attractive historic townscape and pleasant green character, the Council, together with its public and private sector partners, wish to identify innovative opportunities to boost its performance as a sustainable and commercially vibrant location. This will be achieved through the promotion of a sensitive balance of independent boutique and niche shops, High Street brands and higher end retailers as well as opportunities to enhance the town centre’s cultural, leisure and evening economy offer.

Through this Draft SPD, the Council is seeking to promote a clear ‘town-centre’ first approach to retail development to ensure that piecemeal development opportunities in out-of town locations do not undermine the long-term vitality of Horsham town centre. This SPD also seeks to maintain Horsham Town as an excellent location for employment uses including commercial offices and civic administration.

The Council will continue to promote the town centre as a hub for culture and the creative arts, and will seek to protect and enhance the town centre’s distinctive heritage as an ideal setting for these uses.
4. Development Plan Policy

4.1 The draft SPD is intended to provide more detail on adopted policies in the Core Strategy DPD (2007) and, in particular, aid in the interpretation of the maintenance of the ‘vitality and viability’ of the town as set out in Policy CP17. Therefore this draft SPD should be read alongside the adopted policies in the Local Development Framework (LDF) as well as National Policies such as PPS4. Other key policies within the Core Strategy DPD that should be taken into account when proposing development across the town are listed below for convenience, as well as key policies from the General Development Control Policies DPD. Policy AL2 in the Site Specific Allocations of Land DPD sets out the development potential for land at Lifestyle Ford on the western side of the town centre and any development proposed at this location should also consider this Policy.

4.2 As the Core Strategy Review progresses, emerging policies from this document should also be taken into account when proposing development.

4.3 Core Strategy Policies (2007)

- Policy CP1 - Landscape and Townscape Character
- Policy CP2 - Environmental Quality
- Policy CP3 - Improving the Quality of New Development
- Policy CP5 - Built-Up Areas and Previously Developed Land
- Policy CP10 - Employment Provision
- Policy CP11 - Employment Sites and Premises
- Policy CP13 - Infrastructure Requirements
- Policy CP14 - Protection and Enhancement of Community Facilities and Services
- Policy CP16 - Inclusive Communities
- Policy CP17 - Vitality and Viability of Existing Centres
- Policy CP18 - Tourism and Cultural Facilities
• Policy CP19 - Managing Travel Demand and Widening Choice of Transport

4.4 General Development Control Policies (2007)

• Policy DC2 - Landscape Character
• Policy DC6 - Woodland and Trees
• Policy DC8 - Renewable Energy and Climate Change
• Policy DC9 - Development Principles
• Policy DC10 – Archaeological Sites and Ancient Monuments
• Policy DC12 - Conservation Areas
• Policy DC13 - Listed Buildings
• Policy DC14 - Shop Fronts and Advertisements
• Policy DC19 - Employment Site / Land Protection
• Policy DC20 - New Employment Development
• Policy DC21 - Protection of Existing Open Space, Sport and Recreation Facilities
• Policy DC34 - New Retail Development within the Defined Town and Village Centres
• Policy DC36 - Change of Use within Defined Town and Village Centres
• Policy DC39 - Tourism
• Policy DC40 - Transport and Access
• Policy DC41 - Protection of Car Parks
5. General Development Guidance

5.1 This chapter sets out the Councils overarching development guidance for the town centre. This should not be seen as stand alone guidance and should be read alongside the existing planning policies in the Local Development Framework, as set out above, as well as the Town Framework Report. The guidance has been set out for ease of use with a short summary of the issues followed by guidance points and relevant Council and national policies relating to that particular issue.

G1 - Retail Uses

There is a need for a greater mix of large and small retail units to maintain the historic grain of the town whilst at the same time opening up greater opportunities for modern retailer requirements.

1. New retail development, including larger retail units and more flexible retail units, are encouraged but should be concentrated in the key redevelopment opportunity areas: The Forum, Swan Walk and the Bishopric and Albion Way area.

2. Outside of the redevelopment opportunity areas the maintenance, reuse and refurbishment of existing units is considered more appropriate than redevelopment so as to continue to meet the needs of smaller and independent retailers and to retain the attractive historical core and varied shopping environment and offer.

Relevant Policies: PPS4, CP11, CP17, DC34, DC36

5.2 Horsham town centre has an attractive environment which provides the town with a competitive advantage over towns nearby. However, this is not always positive for modern retail needs as Horsham, and other
historical towns, will find it increasingly difficult to provide suitable accommodation to meet retailers’ future needs. This is due to a number of reasons including; previously available sites have been released for residential development; much of Horsham Town Centre is rightly designated as a conservation area due to the quality of the historic environment and; historical property patterns also have implications for those retailers operating within them as retail unit needs are becoming increasingly varied. Nevertheless, the town centre has continued to develop and evolve over recent years and there is some scope for continued change and extension of the prime retail area, as many key retailers are not willing to take up units outside the prime retail area, particularly in the area to the west of Albion Way/south of The Bishopric, provided that the appropriate integration with the town centre can be achieved; in the area adjacent to Swan Walk (Swan Yard and Sterling Buildings); and the back of East Street and Denne Road. The focus of retail activity within the town centre has already shifted west in recent years and there are now parts of the centre where the integration and connectivity in terms of retailing is less than might be considered desirable, with implications for the form of activity now taking place, e.g. the ‘café culture’ in the East Street area, although this area has potential to be enhanced as a leisure/visitor area – ‘The Quarter’ where the emphasis is on safeguarding the restaurants and independent shops and creating a cultural area. The Quarter is a collective name for the area encompassing Piries Place, East Street and Denne Road.

5.3 It is important that Horsham retains the historical and attractive qualities that provide a unique shopping environment when compared to other competing centres. However, a balance must be struck between these qualities and the modern retailer needs of larger and more flexible retail units to ensure the vibrancy and viability of the town. Therefore there is a need for a greater mix of retail unit sizes in the town centre to attract both the modern larger retailers as well as to provide for the smaller independent retailers that already have a strong
presence in Horsham town. This can be achieved by encouraging new, larger and more flexible retail development in specific strategically located redevelopment opportunity areas in the town. Outside of these areas the Council will encourage the maintenance, reuse and refurbishment of existing retail units to meet the needs of smaller and independent retailers.

5.4 There are many key opportunity areas for potential redevelopment within the town centre and these are shown in Figure 1 below. Key areas for comprehensive redevelopment, however, will be the western side of the town centre incorporating the length of the Bishopric retail area across Albion Way and Bishops Weald, thereby encouraging the extension of the town centre to the west. Examples of potential redevelopment plans are included within the Town Framework Report and Chapter 6 of the SPD. The Forum represents an opportunity area to expand on the already successful larger floorplate retail units that are already present. Swan Walk shopping centre has the potential to increase floorplate size in the short term and represents a prime opportunity for redevelopment in the longer term that could include adjacent land ownerships such as Sterling Buildings and / or Springfield Court.

5.5 These redevelopment opportunity areas are strategically located and will encourage the circulation of pedestrians across a much wider area of the town with the ultimate aim of increasing footfall within the whole of the town centre and lengthening the ‘dwell time’ people spend in Horsham which would also potentially boost the café and restaurant uses.
G2 - Commercial Uses

Future commercial development, B1, B2 and small scale B8 uses, should be focused on the Hurst Road and Nightingale Road area and the Council will consider the loss of office floor space in the town centre subject to conditions.

1. The loss of office floor space within the town centre will be considered if it contributes to the Council’s overarching vision for the future prosperity of Horsham as set out in the Town Framework Report and this SPD. This loss, however, needs to be qualitative.

2. Future commercial development within the town should primarily focus on the Nightingale Road and the Sidings land / Former Goods Yard identified in the Town Framework Report and in
Figure 2 below. Hurst Road is also seen as an important area for mixed use commercial development.

3. Redevelopment should not take place on land occupied by public services and agencies in the Hurst Road area without pursuing the potential opportunities to consolidate facilities under the Governments Total Place Initiative.

Relevant Policies: PPS4, CP10, CP11, CP17, DC19, DC20, DC36

5.6 The Hurst Road area encompasses the road itself, the commercial area surrounding the road including the railway station goods yard, and the railway station itself. The aim for this area is to improve overall connectivity with the town centre and maximise the potential opportunity for a more joined-up and comprehensive redevelopment that will enhance the towns commercial offer and provide a more legible and attractive approach and access for visitors using the railway station.

5.7 Economic development is the Council’s current top corporate priority as set out in the District Plan 2011-2015, and it is important, particularly at this time, that we have the land and facilities to enable employment growth in the town into the future. The Nightingale Road, Sidings land / Former Goods Yard and Hurst Road area is seen as a key area and strategic focus for future commercial development in the town with important links to the town centre and the railway station. Hurst Road has further potential for a mix of uses including residential due to its proximity to the Pavilions in the Park leisure facilities and park setting. The potential for the consolidation of public services and agencies, through the Total Place Initiative to lead to better services at a lesser cost, could also free up land for improved facilities and linkages.

5.8 The loss of commercial uses in the town centre will be resisted; however, it is clear that to achieve the aspirations, as set out in the
Town Framework Report, there may be certain occasions when the loss of commercial floorspace is outweighed by the benefit to the community and overall contribution to the future prosperity of Horsham. In this instance the loss of commercial use may be acceptable.

5.9 As there is c. 350,000 square feet of vacant office space within the town centre, the Council will consider proposals which result in the loss of office floor space, if it can be demonstrated this office floor space is low quality or obsolete and contributes to the Council’s vision for the town centre. The loss of office floor space needs to be measured qualitatively so as to not impact on the high quality office space within the town centre. There should be the presumption against the loss of high quality office space within the town centre.

Figure 2: Nightingale Road and the Sidings land / Former Goods Yard
G3 - Leisure and Cultural Uses

The enhancement and development of leisure and cultural facilities in the town are encouraged.

1. As part of the overall vision for the future prosperity of the town the development of one or possibly two hotels would be considered favourably in the town centre or along Hurst Road.

2. Proposals that will enhance the restaurant offer and night time economy are encouraged but should be concentrated on, but not limited to, the ‘Quarter’.

Relevant Policies: CP17, CP18, DC34, DC39

5.10 When compared to other nearby centres Horsham has a clear deficit in hotel provision, particularly considering the towns close proximity to Gatwick airport and good rail links. The Council is actively promoting the potential development of hotels in the town and any proposal will be considered favourably if it is within the Council’s preferred locations of the town centre or along Hurst Road.

5.11 The restaurant and café culture that has grown in the town in recent years has significantly boosted the economy and attractiveness of the town to potential visitors. The main focus of this growth has been in the ‘Quarter’ where a number of restaurants, cafes and independent niche and boutique retail units have been established. Areas like the ‘Quarter’ have a positive impact on the historic character of the town and are found in the historic core of other Sussex and south eastern towns. Encouraging further restaurant uses and exploring the potential for an improved night time economy, by increasing restaurant opening hours for example, will build on and enhance the existing strengths of the area. The night time economy is an important aspect of the town’s
leisure offer and the ‘Quarter’ would be an ideal location to bring forward these improvements.

5.12 Public art is already present within the town centre, namely the Forum, Piries Place, Swan Walk and West Street and, therefore, the Council will continue support of public art through development within key areas of the town centre.

G4 - Townscape Character and Design

Horsham should continue to be an attractive location through maintaining the town centres historical core and the delivery of a high quality environment.

1. Proposals which protect and enhance the heritage assets of the town centre and work within the constraints of the historic core in a sensitive manner will be considered favourably.

2. Development should respond positively to the existing character of the town centre through extension to the high quality pedestrian environment and delivery of high quality architectural and landscape design.

3. Comprehensive proposals will be considered favourably in locations with a low townscape quality and poor relationship with adjacent sites, or is out of character with the town centre’s historic environment.

Relevant Policies: PPS5, CP1, CP3, DC2, DC9, DC12, DC13, DC14

5.13 Horsham is a thriving market town and its centre has a fine historic grain characterised by smaller retail units and historic development plots, which play a key role in defining the historic street layouts and
public spaces. The historic character is a key factor which should be valued and continue to inform development proposals including the refurbishment of key historic assets. Therefore, the Council will seek to retain the character of the town as much as possible, as it is a key aspect of the town’s competitive advantage and offers a suitable, attractive and individual environment for a wide range of retailers and evening economy.

5.14 Horsham provides the ideal setting for cultural uses and the creative arts and as these are a priority for the Council, support will be given to development proposals that enhance and maintain this distinctive environment, and that promote this life and vibrancy within the town centre but that also enhance the experience of visiting the town.

5.15 It is recognised that there are locations within Horsham town centre where buildings are out of character with the town centre’s historic environment; in particular, there is disparity between the attractive historic core of the town centre and the collection of larger buildings adjacent to Albion Way as shown in Figure 3 below, which contribute negatively to the character of the town centre. In these locations, logical comprehensive development will be considered, where it is shown to facilitate a positive contribution to the character of the town centre.
G5 - Sustainable Design

*Proposals for Horsham town need to embrace the highest standards of sustainable design in relation to sustainability guidance in the Local Development Framework.*

1. *The Council support innovative sustainable design solutions including the potential for a range of initiatives particularly a Combined Heat and Power (CHP) district heating system within the Hurst Road area.*

2. *Proposals that enhance the existing green infrastructure within the town but that also provide opportunities for new green infrastructure,*
in accordance with the Council’s emerging Green Infrastructure Strategy, will be considered favourably.

Relevant Policies: CP3, DC8, DC9, DC40

5.16 Providing a better environment for today and tomorrow is recognised as a priority in the District Plan 2011-2015, and it is important, that the Council incorporates high standards of sustainable design and construction and maximise opportunities for cost effective renewable or low carbon energy schemes.

5.17 Horsham town centre has been identified as a Heat Priority Area within the West Sussex Sustainable Energy Study 2009. To contribute towards achieving planned reductions in carbon emissions in Horsham District, the Hurst Road area in particular, including Pavilions in the Park and Horsham Hospital has been identified as having sufficient heat demand to house a CHP district heating system. This could contribute to a 10% reduction in the districts carbon emissions if linked with any residential or commercial development in the Hurst Road area. The Council is in the early stages of considering its feasibility. In addition to this, the Council will support high standards of sustainable construction, including site waste disposal, which should be integral to the design and build criteria for any development.

5.18 Renewable or low carbon energy schemes, as well as small district heating systems, should also be encouraged in other development areas in the town centre e.g. the Bishopric area, as these can make an important contribution to a reduction in the Districts carbon emissions.

5.19 Green infrastructure within the urban context includes features such as trees, parks, road verges, allotments and cemeteries. The existing green infrastructure within Horsham town centre includes of parks, smaller open spaces and tree lined streets and it is important that these are conserved but also enhanced as part of any development.
proposal. In addition to the conservation and enhancement of existing green infrastructure, opportunities for new green infrastructure should be considered favourably, and these could include features such as small accessible parks, green corridors, allotments and green roofs.

G6 - Public Spaces and Accessibility

**Horsham Town will benefit from the strengthening of legible connections in key areas such as between Hurst Road, Horsham Park and the town centre; and between Horsham station and the town centre. In addition to this, the town centre will also benefit from enhancing the boulevard qualities of Albion Way; and improving public spaces.**

1. **As well as sustaining and enhancing the town centres historic layout, character and connections, proposals should contribute to better accessibility and enhanced legible connections to the town centre, through key routes, gateways and thresholds.**

2. **Opportunities that enhance Albion Way through boulevard qualities without reducing transport capacity will be considered favourably.**

3. **Proposals should seek to improve public spaces and make the town centre more welcoming through specific public realm enhancements.**

Relevant Policy: CP19, DC9, DC40.

5.20 A series of interventions to improve the quality and choice of legible connections both into and within the town centre are promoted within the Town Framework Report with the aim of strengthening key retail circuits and providing opportunities to improve the quality of the retail offer and environment. The key areas of focus for these interventions are linking Hurst Road to the town centre, using links through the
attractive Horsham park environment; and linkages between the train station and the town centre.

5.21 Hurst Road would benefit from enhanced connections to Horsham Park and also continued connections through to the town as this will potentially open up the park for further leisure uses. Further leisure uses, together with the potential of an increased commercial offer, will increase the vibrancy of this area and contribute towards providing a more attractive gateway into the town centre. In addition to the above, comprehensive development in the Hurst Road area should facilitate the creation of new routes which will contribute to providing a more welcoming environment to the town for all modes of transport.

5.22 The station and North Street are important points of arrival to Horsham town, by both vehicle and by foot. North Street, in particular, plays an important role, not only as an office and civic corridor, but also as the most direct route into the town centre from the station. The route from the station towards the town centre is strong, however, this area would benefit from a smoother transition between these particular areas. Therefore, development proposals should seek to improve this.

5.23 One of the main gateways into Horsham town is Albion Way. Albion Way and its associated car parks currently take up a wide area of the town centre and creates a poor quality environment surrounding the town centre. Therefore, opportunities are encouraged to improve the quality and integrity of Albion Way as a whole including the quality of townscape and spaces adjacent to the ring road. This could be achieved through the re-establishing of active frontages and the enclosure of spaces; enhancing the boulevard qualities of Albion Way such as the planting of trees on both sides and wide single lanes; and improving connections across the ring road by putting in place features that encourage pedestrians to cross.
5.24 The vibrancy of the town centre can be improved by creating good, welcoming public spaces, through efficient use of space with clear distinctions between public and private areas but also a clear relationship between active built frontage, streets and landscape design. Improvements to town centre public spaces, which contribute towards improving the attractive, high quality town centre environment, are encouraged. The Council will also support appropriate shared surface streets similar to that in Ashford, Kent, which have proved successful. In addition, there is the potential, particularly in the Hurst Road and Nightingale Road area for the creation of Home Zones and community gardens, to create attractive and safe places which the community can take pride over.

G7 - Parking

To support the future enjoyment of Horsham town and enhance its retail and leisure offer, parking should be concentrated in a few key locations and should contribute to a positive experience of the town centre.

1. Consideration will be given to the provision of additional parking at locations outside of the Albion Way ring Road that contribute to, and are linked with, any comprehensive proposals which meet the vision for the town centre.

2. Opportunities to close smaller car parks within the town centre to open up areas for development, should only be considered where these car parks do not fill a specific local need; or the current or projected need can be provided in a suitable location as part of the development proposal.

Relevant Policies: CP19, DC40, DC41
5.25 Although the Council is seeking to achieve a modal shift towards more sustainable means of transport, it recognises the importance in ensuring that the car continues to be a viable and popular means of access, as a significant proportion of customers will continue to use the car for their journey to the town centre to enjoy the proposed enhanced retail and leisure offer. Therefore, all development proposals should indicate appropriate parking provision to meet these needs. The creation of car clubs and the advancement of the electric car changing points being two recent initiatives towards more sustainable car travel in the District. Notwithstanding the above, however, it is also a priority to enable the continued enjoyment of all aspects of the town centre as a pedestrian and cyclist and to consider all abilities and needs of these users.

5.26 To enable this, it is acknowledged that additional parking will be required to meet local town centre needs, but this additional parking should be focussed on a few key sites outside Albion Way which are less used or new sites such as the Bishopric area or existing and future park and ride sites. It is recognised that this shift could potentially reduce peak period pressure on existing car parking, but the closure of smaller car parks within the town centre, to open areas up for development, will be resisted unless these car parks do not fill a specific local need, such as parking for specific community facilities; or the need can be provided in a suitable location considering the need the existing car park provided, as part of a development proposal.

5.27 The Council supports investment to improve the environment of the town centre car parks to achieve Park Mark standards, including high quality signage and way-finding to promote Horsham, to ensure an enhanced experience is provided for arriving visitors, as the town centre car parks are a key point of entry.

5.28 In addition to the above, development proposals should indicate parking provision, in line with West Sussex County Council parking
standards, to meet local identified parking needs within the town centre.

G8 - Financial Viability and Deliverability

*In light of the current economic climate strong support will be given to schemes that represent a step towards the Councils aspirations and vision for the town centre as set out in the Town Framework Report and can prove financial viability and deliverability.*

1. Development Proposals, particularly in the identified redevelopment opportunity areas, need to be able to demonstrate financial viability and deliverability within a reasonable timescale. The Council will be receptive to proposals provided they can demonstrate that they contribute to or facilitate the aspirations of as set out within the Town Framework Report.

Relevant Policy: CP17

5.29 The Town Framework Report sets out the Council’s ultimate aspirations for the future development of the town. It is however recognised that in the current economic climate some of the aspirations highlighted are unlikely to be viable options at this point in time. However, they are and should continue to be seen as longer term aims for the Council, as recognised in the District Plan 2011-2015, particularly during economic recovery. Therefore, this Draft SPD allows for some flexibility in the planning guidance to enable more viable schemes to come forward in the short term. However, it is crucial that for any scheme to come forward the proposer demonstrates to the Council that the scheme is part of, contributes to, or is a stepping stone towards the ultimate aspirations of the Council set out in the Town Framework Report and the overarching vision and an open book approach would be expected.
5.30 Notwithstanding the above, viability and deliverability will be considered positively and the Council should be receptive to schemes that may not comply fully with this SPD but that will enable positive development to take place. In this situation, schemes must be able to prove a robust business case.

5.31 Progress with development projects is in many circumstances reliant upon achieving satisfactory land assembly. Should issues arise which hinder or prejudice such progress, the Council will consider the use of statutory processes to achieve appropriate land assembly in the interests of proper planning in accordance with the relevant sections of the Town and Country Planning Act 1990. Prior to considering the use of compulsory purchase powers, the Council will endeavour to facilitate and enable progress with development proposals through negotiation and agreement with relevant parties.
6. **Site Specific Guidance for Key Sites**

6.1 This chapter builds on the General Development Guidance set out in Chapter 5 of this SPD. It adds further details and more site specific guidance for the key sites within Horsham town centre which have been identified for regeneration. The key sites as identified in Chapter 2 are: Albion Way, The Quarter, Hurst Road and Nightingale Road area and the Bishopric. As with Chapter 5, this should not be seen as stand alone guidance and should be read alongside the existing planning policies in the Local Development Framework, as well as the Town Framework Report. The guidance has been set out for ease of use with a summary of the site specific issues followed by guidance points and relevant Council and national policies relating to that particular issue.

**S1 - Albion Way**

*Creation of a positive introduction to Horsham town centre through the establishment of an attractive boulevard environment with improved crossing lines, appropriate landscaping and the redevelopment of adjacent sites will be supported.*

1. **Development proposals which look to reconfigure traffic lanes and pavements along Albion Way will be supported by the Council, provided that the scheme does not significantly reduce transport capacity.**

2. **Simplification of connections across Albion Way as well as appropriate landscaping to soften the urban transition at this key gateway into the town centre will be encouraged.**

3. **Proposals which seek to re-establish an active frontage and consistent building line along Albion Way through comprehensive redevelopment of adjacent underused sites to create flexible retail**
units will be considered favourably, as long as these units build on, and do not compete with, the town centre offer.

Relevant policies: PPS5, CP19, DC9, DC12, DC13, DC40

6.2 Albion Way is a wide dual carriage way which runs around town centre from Park Way in the east, to Worthing Road in the south and the junctions along Albion Way encourage short, fast bursts of traffic. The central reservation of Albion Way is unusable by pedestrians and the connections across Albion Way consist of underpasses and staggered crossings which are considered to hinder pedestrian’s abilities to cross. Albion Way is not considered to create a positive introduction to Horsham town centre and therefore considered to present an opportunity to address this issue through the creation of an attractive boulevard environment with improved crossing lines, appropriate landscaping and also the redevelopment of adjacent sites with a view to creating a positive frontage onto Albion Way.

6.3 As identified in the Town Framework Report, Albion Way has much in common with many European boulevards which have achieved the balance between functioning as high volume traffic arteries and being attractive, pedestrian friendly places that are easy to cross and pleasant to be in. The Council, therefore, feels that Horsham town would benefit significantly if this balance could be achieved with Albion Way.

6.4 Opportunities will therefore be taken to create an attractive boulevard environment such as the example shown in Figure 3, if this does not have a significant effect on the capacity of the road. This could include wide single lanes; simplifying crossings and junctions, with the possibility of an additional crossing south of the Bishopric and West Street junction to connect with any future development in the Bishopric area; and introduction of formal tree planting, to give definition to the area and encourage more considerate driving at a more constant
speed than at present. In addition to this, the creation of wider pavements and cycle lanes with the possibility of introducing on street parking would create a safer and more secure environment for people on foot and bicycle.

6.5 Albion Way has an inconsistent building line which creates a vast amount of adjacent underused sites. Boulevard environments, however, can create an attractive environment for buildings to face on to which encourages people to use and enjoy the space. Therefore, re-establishing an active frontage and consistent building along Albion Way through comprehensive redevelopment of adjacent underused sites to create flexible retail units is considered to be beneficial for the town as it could assist in populating the currently underused space along Albion Way and the creation of an attractive, useable environment for all, which could become a significant new public space and asset to the town at this key gateway.

6.6 Notwithstanding the above, the development of Albion Way and adjoining sites should respond positively to the setting, character and development pattern of both London Road Conservation Area and the Horsham Town Conservation Area, as well as enhance the setting of any listed buildings.
S2 – The Quarter

The Quarter would benefit from strengthening the quality of independent niche and boutique retail, high quality restaurant and night time economy offer through promoting the historic development pattern and character, to create a more prominent key location for the eastern side of the town centre.

1. Use of the existing historic building pattern to improve and enhance definition between public and private spaces will be encouraged through proposals, provided proposals maintain the town centres historical core and deliver a high quality environment.

2. Opportunities to create further active frontages in this area for independent niche and boutique retail, market based activities,
high quality restaurant and night time economy offer; and the strengthening and creation of accessible and legible connections particularly between East Street, Piries Place, Stan’s Way and the Carfax, will be considered favourably through development proposals.

Relevant policies: PPS5, CP17, CP18, DC12, DC13, DC34, DC39

6.7 The Quarter consists of three key areas - East Street, Piries Place and Denne Road. East Street consists of a variety of restaurants, as well as more specialist and independent retailers and is considered a successful part of the town. The area has recently been subject to significant improvements to create a shared surface environment which the Council will seek to retain, as the current mix of vehicles and people provide this area with activity and character. Piries Place benefits from attractive and historically sensitive unit frontages and has two alleyway entrances encouraging people through from the Carfax to a public space surrounded by small retail units, evening economy offers and a Waitrose anchor store. Both areas are considered, by the Council, a major asset to the town centre which is why this area’s role should continue but also be enhanced through redevelopment opportunities.

6.8 It is essential that the quality of the retail offer in this area is maintained. Depending on the requirements of an anchor store, there could be the opportunity to create a new link north; opening views to St. Mark’s spire, linking the main pedestrian arrival route into the town centre from the station. Should units in this area come up for replacement this link could be extended through to East Street and opportunities could include the creation of a new public space surrounded by smaller retail units, some of which can be used to expand the evening economy offer and independent or boutique hotels.
6.9 Opportunities for the currently vacant parts of the Kings Head Hotel are already being progressed with the introduction of A3 uses, but there may be further, small scale, opportunities in this area including a further mix of independent niche and boutique retail and restaurants at ground floor level with the possibility of residential uses above, providing the introduction of residential use does not restrict development of the evening economy offer. It may also enable the creation of new links from Piries Place to the Carfax, East Street and Stan’s Way. An example of how this area could look is shown in Figure 4. In addition, Piries Place car park, the garage site on Denne Road and Denne Road car park and environs present opportunities for further mixed use areas within the town centre.

*Figure 4: Piries Place as it could be*

S3 - Hurst Road and Nightingale Road area

*The Hurst Road and Nightingale Road area should be enhanced as a mixed used area through the consolidation of existing uses and the*
introduction of additional uses. In addition, this area is key to strengthening and simplifying legible connections with the town centre.

1. The introduction of additional uses including residential, leisure and commercial uses in particular, to enhance this area as a mixed use area will be encouraged; however, any development proposal must consider the wider aims for this area as set out in this SPD and the Horsham Town Framework Report.

2. Development proposals should contribute to enabling opportunities to improve the connectivity of the area but also the connectivity of the area with the town centre, particularly through use of Horsham Park and the gateway at the eastern end of the town.

Relevant policies: PPS4, CP10, CP11, CP17, CP19, DC9, DC19, DC20, DC40

6.10 Hurst Road is a mixed use area comprising of larger family housing along with medium density flatted development and a variety of civic, educational and public sector uses, such as Horsham police station. The majority of the buildings along Hurst Road are relatively low density, poorly designed and contribute negatively to the character of the area. There is a lack of high quality connections in this area particularly through to the park and on to the town centre, but also, the junction at the eastern end of Hurst road is illegible and creates an access barrier.

6.11 Nightingale Industrial Estate is a successful industrial estate, however, suffers from a poor quality public realm and has an un-neighbourly relationship with the adjacent residential areas. The key route to access the estate involves a difficult left in / left out turn on to North Street and because Nightingale Road is narrow, this causes conflict between industrial traffic and traffic for other uses, such as the Premier Inn. The Council, therefore, sees the Hurst Road and Nightingale
Road area as a major opportunity area, but realises the area is constrained by physical infrastructure and ownership issues.

6.12 Along the western edge of Hurst Road, the Council will take opportunities, where suitable, to consolidate and redevelop the various public sector sites, which could include the co-location of services as promoted through the Total Place Initiative. This could free up various sites along Hurst Road and on the edge of Horsham Park, in which new uses could be introduced. Due to the proximity to Horsham Park, the station and the town centre, this area could become attractive for residential led development and could open up a possible site for a new high end hotel operator with conference facilities. New pedestrian links through to the park could then potentially be introduced to the south of the existing police station and to the south of Horsham Community Hospital, to link this area with the park and routes to the town centre. Any development in this area must be of high quality design and should look to innovative sustainable design solutions such as a Combined Heat and Power (CHP) district heating system.

6.13 On the eastern side of Hurst Road, the opportunity exists to enhance the Nightingale Road area by either refurbishment or redevelopment of the site for a mix of uses. Small amounts of employment land could be released to enable an extension to the existing residential areas of Hurst Avenue, Hurst Court and Gladstone Road, and there could be the opportunity to create an attractive Home Zone in Hurst Avenue, which could incorporate a shared surface space for residents to enjoy, as well as the possible introduction of a new allotment.

6.14 It would be positive to retain the majority of this area in employment use, in the short term, but to consider a comprehensive scheme in the longer term which might include the release of further land to enable an extension to Hurst Court and the creation of a community space for the consolidated community. It could also allow for significant improvements to and the extension and connection of Nightingale
Road to Hurst Court and improvement to the existing green strip so that there is a clear separation between the residential area and the industrial estate. Separation of employment traffic and the residential part of Nightingale Road would be beneficial for this area and this could be achieved through realignment of North Street and the delivery of a new bridge over the railway line, alongside a new access roundabout connecting directly to North Street. An example of the opportunities for the Hurst Road and Nightingale Road area are shown in Figure 5.

6.15 The route along North Street, located at the eastern end of Hurst Road, to the town centre, is considered to have commercial potential, as it is a key gateway with excellent transport links. Therefore, proposals which seek to introduce appropriate commercial and leisure uses to this area will be considered favourably by the Council.

*Figure 5: Hurst Road and Nightingale Road area opportunities*
Creation of a high quality western extension to Horsham town, which seeks to refresh the town centres retail offer, through redevelopment of the Bishopric area will be supported, as long as appropriate connections are made.

1. Comprehensive development will be considered in this area to enable provision of flexible retail units and provision for a high quality anchor store, to build on the town centres current retail offer and create a key location for the western side of town.

2. Proposals which seek to strengthen the existing pedestrian routes west of the town centre by providing appropriate connections, routes and sightlines from the town centre to this area but also through to the wider area will be considered favourably.

3. Parking linked to comprehensive development will be considered in this area if it can be demonstrated that it meets the wider vision for the town centre.

Relevant policies: PPS4, CP10, CP11, CP17, CP19, DC9, DC12, DC19, DC20, DC34, DC40

6.16 The Bishopric area consists of various sites south of the Bishopric and to the immediate east and west of Albion Way. It is located outside the town centre retail core; the majority of the area is separated by Albion Way and contributes negatively to this southern gateway to the town. The Bishops Weald site, located to the east of Albion Way, is a poorly designed building which consists, currently, of 25,000 square feet of vacant office space and occupies a key sight line at the western end of West Street. There are many barriers to movement in this area including the roundabout of Albion Way and Worthing Road, which restricts east to west movement; the bus station, which restricts movement southwards from West Street to the Forum; and the junction
6.17 The Council therefore considers the Bishopric area to offer an ideal opportunity for comprehensive redevelopment to address these issues and create a high quality western extension to the town centre, along with enhancing the quality of the connections across Albion Way and out to the wider area. In addition, it might be considered appropriate to introduce further uses in this area such as residential to create further mixed use town centre living but also the introduction of small district heating systems to contribute to a reduction in the Districts carbon emissions.

6.18 The creation of a new vehicular route or the major redesign of Albion Way in this area will be encouraged to make the environment more inviting to cycles, buses and pedestrians. A new vehicular route would enable the reduction of traffic on the old section of Albion Way and allow for better connections between this area and the town centre, in particular across Albion Way to West Street. Development sites to the east of Albion Way could then enable further connections south from West Street past the bus station to the forum, which could help reduce traffic on Worthing Road; west with the creation of a new public green space; and the possibility of downgrading of the roundabout to a cross road. As well as new connections, the restoration of historic routes will be encouraged and all development must respect the areas historic development pattern and character of the conservation area. There is also the potential for a new car park to the east of Albion Way which may be required in relation to the expansion of retail floorspace. However, this should only be considered if it meets the wider vision for the town centre and does not adversely impact on parking provision within the town.

6.19 The Council will support the redevelopment of the south side of the Bishopric as a high quality retail extension to the town. This could be in
Figure 6: Bishopric opportunities
7. Conclusion and Next Steps

7.1 This Supplementary Planning Document (SPD) has been produced following the production of the Town Framework Report, February 2011 that looked into the future prosperity of Horsham in relation to economic uses, leisure uses and connectivity across strategically significant areas of the town. The SPD is intended to draw out important principles from this study in relation to land use and provide guidance for future development proposals in order to deliver the vision for the town centre.

Next Steps

7.2 The draft SPD will be subject to a six week public and stakeholder consultation, the results of which will be incorporated into the final version accordingly and a table of responses will be published alongside the final document. The anticipated timetable of production for this draft SPD is as follows:

<table>
<thead>
<tr>
<th>Production Timetable</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Winter 2011</td>
<td>Six week public consultation on the draft SPD</td>
</tr>
<tr>
<td>Late Winter 2011</td>
<td>Consideration by Officers and Members of the responses received and subsequent changes to the document</td>
</tr>
<tr>
<td>2012 Spring 2012</td>
<td>Council to consider and approve SPD for adoption</td>
</tr>
</tbody>
</table>

7.3 For any queries on this document, please contact a member of the Strategic Planning Team on 01403 215398, email: strategic.planning@horsham.gov.uk.
Draft SPD: Planning for Future Prosperity in Horsham Town:

Draft Sustainability Appraisal

August 2011
Agenda Item 6(c)(i)

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2.0 Sustainability Appraisal Process
3.0 The Interim Statement and the Core Strategy Review
4.0 Screening and Scoping of the Sustainability Appraisal
5.0 Identification and Assessment of Sustainability Impacts
6.0 Results and Key Recommendations
7.0 Next Steps

Appendix 1 – Requirements of the Strategic environmental Assessment Legislation
1.0 Introduction

1.1 The Future Prosperity of Horsham project is an initiative developed by Horsham District Council and West Sussex County Council to take a proactive approach to the future development and growth of Horsham town. As part of the project, consultants were commissioned to produce a ‘Town Framework report’ to identify existing strengths and areas for improvement within the town and formulate a vision and strategy for the future. This report forms the basis of the draft Horsham Town Plan Supplementary Planning Document (SPD), which sets out planning guidance for future retail, commercial and leisure development in Horsham Town Centre.

1.2 Changes that occur within Horsham Town centre as a result of the Future Prosperity of Horsham Project have the potential to generate wider social, environmental and economic effects. In line with planning and environmental legislation the Council has therefore undertaken an assessment of what impacts the SPD would have on environmental, economic and social issues (including health and equalities), and made recommendations as to how any adverse effects could be prevented or minimised.

1.3 This process is commonly known as Sustainability Appraisal, although in this instance it has also incorporated the similar processes of Strategic Environmental Assessment, Health Impact and Equalities Impact Assessments into its methodology.

1.4 This document sets out the results of the Sustainability Appraisal of the draft SPD: Planning for Future Prosperity in Horsham Town.

A Definition of Sustainable Development / Sustainability

1.4 Over the years the terms ‘sustainable development’ and ‘sustainability’ have been widely used in a number of different contexts. A recent study by Action in Rural Sussex\(^1\) has identified that many local communities in West Sussex have difficulty defining the term sustainability, with the word having different meanings for different individuals and organisations. It is therefore considered helpful to outline the definition of sustainability that will be used in this document.

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**Sustainable Development / Sustainability**

Development that meets the needs of the present without compromising the ability of future generations to meet their own needs. *(Our Common Future – The Brundtland Report, 1987)*

This definition has been expanded and in PPS1 defines sustainable development / sustainability is defined as:

- Social progress which recognises the needs of everyone
- Effective protection of the environment
- Prudent use of natural resources
- Maintenance of high and stable levels of economic growth and employment.

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\(^1\) Horsham District Community Planning Review 2010
2.0 Sustainability Appraisal Process

2.1 Undertaking a Sustainability Appraisal involves a number of different stages which are outlined in the table below.

Table 1: The Sustainability Appraisal Process

<table>
<thead>
<tr>
<th>Screening</th>
<th>This stage of the process considers whether a Sustainability Appraisal is needed. It takes into account a number of issues such as legal requirements and the scale and nature of the proposed plan.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scoping</td>
<td>This stage identifies:</td>
</tr>
<tr>
<td>1) <strong>Existing plans, policies and programmes.</strong> Any existing requirements that need to be taken into account or incorporated into the plan are identified.</td>
<td></td>
</tr>
<tr>
<td>2) <strong>Existing baseline information.</strong> Data about environmental, social and economic issues is collected, together with an indication as to how this may change in the future without the plan or programme under preparation.</td>
<td></td>
</tr>
<tr>
<td>3) <strong>Any Significant Sustainability Issues</strong> – the review of plans and policies, together with the baseline information are used to identify the key sustainability issues which need to be considered when preparing the plan or programme.</td>
<td></td>
</tr>
<tr>
<td>4) <strong>Consultation</strong> on points 1 -3. (2)</td>
<td></td>
</tr>
<tr>
<td>Assessment</td>
<td>1) Identification of alternative options. There are usually a number of alternatives options that could be pursued when preparing a plan or programme. This can include the ‘do – nothing’ or ‘business as usual’ approach. There could also be different methods of preparing the plan, or a range of options as to the policies it could contain.</td>
</tr>
<tr>
<td>2) Testing of options – the different plan options should be assessed to identify any significant impacts on key sustainability issues identified.</td>
<td></td>
</tr>
<tr>
<td>Recommendations</td>
<td>Measures to prevent, reduce, or offset any significant negative impacts arising from the Plan are identified and set out.</td>
</tr>
<tr>
<td>Reporting</td>
<td>The findings of the Assessment, together with the recommendations are set out in a report to communicate of the results of the Sustainability Appraisal process to decision makers, key stakeholders and the wider public.</td>
</tr>
<tr>
<td>Monitoring</td>
<td>Following adoption of the Plan, its outcomes are measured, including its impact on sustainability issues. The Results are fed into future plans and sustainability appraisals.</td>
</tr>
</tbody>
</table>

2.2 The process outlined in the table above also incorporates the separate Environmental (known as Strategic Environmental Assessment or SEA), Equalities and Health assessment procedures which have also been considered as part of this Sustainability Appraisal process. Further information on the Equalities and Health Impact Assessment process is set out the Core Strategy Review Sustainability Appraisal Scoping Report [www.horshamdistrictldf.info](http://www.horshamdistrictldf.info).

(2) Consultation on these issues has already taken place – The Scoping Report for the Core Strategy Review identified these issues. There is also further opportunity to comment on the scope of this document – see Next Steps, page 36.
3.0 The Planning for Future Prosperity in Horsham Town SPD

3.1 Within Horsham District, the overarching local framework which governs how development can take place is set out in the Council’s Core Strategy, together with more detailed policies set out in other supporting documents such as the General Development Control Policies document. Both these documents were adopted in 2007.

3.2 It is important that the planning framework for the District is as up to date as possible, in order to ensure that the changing needs of residents and businesses are met. The Council is therefore in the process of reviewing the current Core Strategy. In addition however, there may be some issues which arise within the lifespan of the current Core Strategy that need to be addressed in the shorter term than the Core Strategy Review process. In these instances it can be appropriate to produce Supplementary Planning Documents which build on existing planning policies and provide further guidance on a specific issue.

3.3 Since the publication of the Core Strategy, a number of studies have provided new information about how Horsham town centre is functioning, including how it is performing in relation to other nearby towns and how this may change in the future. This information led to the commissioning of the Town Framework Report which identified three key areas as being important to the future prosperity of the town. The three areas are:

- Horsham Town Centre
- Hurst Road Area
- Broadbridge Heath Quadrant

The Town Framework report also identifies a vision for the town and a number of key development principles which are summarised as follows:

1. Expand the retail offer and promote Horsham to a wider audience
2. Enhance connections and permeability
3. Soften the urban transition at key gateways into the town centre
4. Promote a plan-led town centre first approach
5. Support the careful growth of the evening economy
6. Enable Horsham to be a flexible, adaptable location
7. Respond to Horsham’s fine grain historic context
8. Realise opportunities for Horsham to be a green and eco-friendly location

The vision and principles set out above have been incorporated into the Horsham Town Centre SPD. This SPD focuses on the two key areas identified in the Town Framework – Horsham Town Centre and the Hurst Road area. The Broadbridge Heath Quadrant issues will be addressed in a separate SPD.

3.4 The aim of the Horsham Town Centre SPD is to provide a planning structure for the town centre based on the Council’s findings, aspirations, priorities and interests to maintain and enhance the area for the future in the most effective manner. In addition to more generalised policy guidance, the SPD also identifies a number of key areas with more specific guidance. These are: Albion Way, Piries Place, East Street, The Bishopric, and Hurst Road.

3.4 Further information on the background to the SPD, its vision and Future Prosperity of Horsham Town Framework Report can be found in the main SPD documentation.
4.0 Screening and Scoping of the Sustainability Appraisal

Screening

4.1 As has already been stated the Horsham Town Plan SPD will set out guidance for a number of areas within the Horsham town centre. This guidance will guide development that will help work towards the vision for the town in both the shorter and longer term. In achieving the vision and aims for the town centre, there may be areas where significant development or change takes place, which either individually or cumulatively may have significant impacts on the economy, social factors as well as the environment. As a result it is necessary to undertake a Strategic Environmental Assessment (SEA) to meet the requirements of EU and UK legislation. In addition to the SEA, it is also appropriate to undertake a wider Sustainability Appraisal in accordance with planning legislation, together with a Health Impact Assessment and Equalities Impact Assessment in order to assess the wider social, economic, health and equalities issues that could arise from the SPD. These various appraisal strands have been combined, and for ease are collectively referred to as Sustainability Appraisal.

4.2 In addition to the need for an SEA, it is considered that the SPD has the potential to have wider impacts on social and economic issues including health and equalities. It is therefore appropriate to undertake a wider Sustainability Appraisal, incorporating health and equalities impact assessment into the process.

4.3 As part of the Strategic Environmental Assessment process, it is necessary to consult on the scope of the Sustainability Appraisal (i.e. what should be studied and how). This document is based on the Sustainability Appraisal of the Core Strategy, and the Scoping Report of the Core Strategy Review Consultation Document (published in September 2009). Both these documents have provided opportunities to comment on how the SA process should be undertaken, and this has been incorporated into this document where appropriate. In addition, this document has been published in draft format, and therefore provides a further opportunity on which consultees will be able to comment on the scope of this study.

Existing Plans, Policies and Programmes

4.4 A key requirement of the Sustainability Appraisal process is the identification of other existing plans and policies that are relevant to the document that is being prepared. The documents relevant to the Core Strategy Review have already been identified and were set out in the Scoping Report published in September 2009. This information has now been reviewed, and the key documents that are relevant to the Interim Statement identified below.

Table 2: Existing Plans and Policies relevant to the Future Prosperity of Horsham Town SPD

<table>
<thead>
<tr>
<th>Document</th>
<th>Broad Aims of Plan / Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>European Directive 2001/42/EC – The Environmental Assessment of Plans and Programmes, 2004</td>
<td>Requires that the environmental effects of certain plans and programmes are assessed, documented and mitigated against where necessary.</td>
</tr>
<tr>
<td>PPS1</td>
<td>Requires that the principles of sustainable development are incorporated into development plans. The principles of</td>
</tr>
<tr>
<td>Document</td>
<td>Broad Aims of Plan / Policy</td>
</tr>
<tr>
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</tr>
<tr>
<td></td>
<td>sustainable development therefore need to be considered when deciding where to locate development. Strategic Environmental Assessments must also be undertaken.</td>
</tr>
<tr>
<td>PPS4</td>
<td>Requires that Local Authorities plan for town centre growth / expansion and regeneration as appropriate.</td>
</tr>
<tr>
<td>South East Plan</td>
<td>Horsham is identified as part of the strategic network of town centres within the south east. Policy TC2 requires that authorities undertake studies to assess future floorspace need and set out a vision and strategy for the town.</td>
</tr>
</tbody>
</table>
| All Our Futures: The Sustainable Community Strategy for Horsham District 2009-2026 | Identifies four key goals:  
- A better place to live.  
- Opportunity for all  
- Better Health for all  
- Staying and Feeling safe.  
Under each goal are a number of themes (e.g. Our Environment), and the strategy identifies a number of objectives to help attain the goals. This includes objectives such as positively promoting the District as a location for business and improving access to leisure facilities. |
| The Core Strategy, HDC, 2007 | Sets the Planning Framework for the District until 2018. It includes a number of environmental, social and economic policies. It includes policy CP17 which provides a Framework in which the vitality and viability of existing town centres can be retained. |
| General Development Control Policies, HDC, 2007 | Sets out a number of more detailed policies in a number of areas in order to help guide development in the District. This includes DC12 on Conservation Areas, and DC14 which places controls on shop fronts and advertisements. |

4.5 The key requirements arising from the policy documents identified above is the need to provide a framework in which town centres can grow and change in order to meet modern requirements, but also to ensure that existing character and important places and buildings are retained, protected, and where appropriate, enhanced.

**Baseline information and identification of key sustainability issues**

4.6 A large amount of information is available about the current state of Horsham District. This information (or baseline data) has already been collected, and was set out in the Core Strategy Review Consultation Document Scoping Report published in September 2009. This information has been reviewed, and where applicable updated, and the data that is most relevant to the Future Prosperity of Horsham Town is summarised below under a number of different topic headings. The results of any studies and surveys that have taken place in the last year have also been incorporated where relevant.

**SOCIAL ISSUES**

**Population**

- Population of Horsham town is 47,418 (WSCC Population estimate for 2011). In is anticipated that this figure will increase as a result of the West of Horsham development identified in Core Strategy.
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- Horsham town also serves a wider population, for example residents of Southwater use the town for certain goods and services. Any increases in the population of these settlements in the longer term will also have an impact on future pressures in the town centre.
- The population is ageing with a steady increase in the proportion of the population aged 65 or more. At the same time the number of young people (16-24) is falling (as they move away to attend university). This could impact on the nature of homes, services and facilities that need to be provided, the nature of retail that is provided and its accessibility.

Housing

- Housing in Horsham town is predominantly owner occupied. Dwellings are predominantly, detached (40.2%) or semidetached (27.6%) dwellings. Average house prices in the town in April 2011 were £284,706, a 1% fall from the previous year. House prices are broadly similar to the average price in West Sussex as a whole.
- There are low levels of social housing. However numbers in need of affordable housing are high and the recent recession has increased pressure on these services.
- It is increasingly difficult for people, especially the young, low-earners and first time buyers to move onto the property ladder in Horsham.
- Recent studies show that there may be a need for up to 620 dwellings to be built in the District each year.

Education and Skills

- Overall the workforce is well educated with 50% of the local workforce is educated to degree level or above. High levels of education tend often act as an indicator for high levels of wealth which may impact on the type and nature of retail that is offered in the town.

Leisure and Recreation

- Horsham town has a number of leisure and recreational opportunities to suit a range of interests. This includes the town Park, the Pavilions in the Park swimming pool and gymnastics complex. The town has good access to greenspace, with sites including Owlbeech woods, Chesworth Farm and the Arun riverside walk. Horsham also has a night-time economy that includes a number of restaurants, bars and cafes, particularly in ‘the Quarter’ area of the town.

Human Health

- Overall, the health of the population living in Horsham District is very good. Life expectancy rates are high and indicators of health such as the low rate of smoking correlate with this. Horsham specific figures are not available but it is likely that overall levels of health are consistent with the District average.

Community Safety/ Crime

- Horsham is a safe place to live and work. Rates of crime are low (e.g. no burglaries were reported in the town in June 2011). Recent crime statistics released in July 2011 also indicate that crime rates are falling across Sussex as a whole.
- One key area of concern is the incidence of antisocial behaviour. Tackling this has been identified as a priority by both the public and the police, who are helping to reduce incidences of such crime, for example through employing PCSOs and street wardens.
Across Sussex rates of antisocial behaviour have been recorded as falling by 9% in the last year, which is more than the national average.

**Equalities, Social Inclusion and Deprivation**

- Overall the level of deprivation in Horsham District is considered to be low with only 17 Local Authorities in the rest of the UK considered to be less deprived. However pockets of deprivation do exist and include parts of Horsham town.
- Horsham town has a lower percentage of over 65s than in much of the rest of the District, and a higher percentage of young adults. This may mean that pressures on services resulting from the aging population may be lower than in other parts of the District.
- In the 2001 Census the majority (97.8%) of the District’s population is white British, Irish or Other. Only a small proportion of residents (2.2%) consider themselves to be Black or of Minority Ethnic origin.
- The dominant religion in Horsham is Christianity (76%); however there are also a significant minority (15.4%) have no religion at all.
- In 2001 there were 154 persons living in a same sex couples in the District. This equates to 0.02% of the population.
- The 2006-2009 Disability Equality Scheme identified that 13.5% of the local population has a limiting long term illness.
- The PPG17 Open Space Assessment undertaken in 2005 noted a District wide problem was the lack of accessibility to village halls for wheelchair users.

**ENVIRONMENTAL ISSUES**

**Biodiversity, Flora and Fauna**

- Horsham District supports a wide variety of plant and animal life. Towns such as Horsham play an important role for biodiversity. Parks, gardens and street trees can provide habitats for a range of species and can act as green corridors through which species can travel. There are a number of key green areas and habitats in the Horsham town area, including Warnham Nature reserve, Horsham Park, Rookwood Golf course, Chesworth Farm and Owlbeech woods. The river Arun is also a key biodiversity resource.

**Landscape, Cultural Heritage and Archaeology**

Within the built area of Horsham, the urban landscape is inextricably linked with the heritage and archaeology of the town. These issues are therefore covered together.

- Horsham town is surrounded by an attractive landscape, including the High Weald AONB which adjoins the town’s eastern boundary. The landscape is an important asset, attracting people to live work and visit the town.
- Horsham has in many places has retained its links to countryside with an attractive rural urban fringe. This has been lost in some places often as a result of recent development.
- Horsham town has a rich and varied heritage, including medieval buildings, Georgian and Victorian developments and well as more recent development.
- There are many listed buildings, 2 Conservation Areas,
- Townscape is an important factor in making the town what it is and making it an attractive place to visit.
- History can conflict with needs of modern businesses, with for example many larger retail businesses preferring more modern buildings.
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Soil / Minerals and Waste

- Wastewater that arises at Horsham is treated at the nearby water treatment works just outside the town. This site is currently operating near capacity.
- There may be some areas within the town where the ground is contaminated as a result of past uses. This could include land on in the railway good yard area.

Air

- The Local Air Quality Management Progress Report, 2010, identified no exceedences of the UK Air Quality Objectives in the Horsham town. In the future parts of Horsham town may exceed air quality levels. The high levels of Nitrogen dioxide are primarily generated by traffic.
- Noise (defined as unwanted sound) levels are generally low within the District. There is some potential for changes to the town to change impacts of noise on surrounding communities.

Water

- The river Arun and its tributaries are flow through parts of Horsham town. In general water quality in this section of the river is good, but there is potential for it to be adversely affected by human activity in Horsham itself.
- The Strategic Flood Risk Assessment identified the Arun and Adur as the predominant sources of flood risk in the District. Other flood risks include groundwater, surface water and sewer flooding. Areas at risk from flooding may increase in the future as a result of climate change.
- Water use is rising - customers of Southern Water using an average of 160 litres each day (southernwater.co.uk). Southern water is undertaking a program to install water meters in all residences which should help to reduce rates of water consumption. There is currently capacity at the sewage works in Horsham for development within the town, although this may be limited in the future.

Climate Change, Energy Efficiency and Renewable Energy and Resource Use

- Horsham District had the highest tonnage of carbon dioxide emitted compared with all the District/Borough Councils in West Sussex. Per capita emissions are also high. This may be due to reliance on private car use in the District due to its rural nature.
- The recently introduced Code for Sustainable Homes helps to help reduce carbon emissions, and minimise resource use and improve energy efficiency. HDC now place a planning condition on all permissions for new housing of 10 dwellings or more (private sector and Housing Association) requiring them to meet a minimum of Code level 3 in the CSH. In addition, HDC requires that all commercial developments meet a minimum BREEAM standard of ‘Very Good’.

Transport

- Horsham District has high levels of car ownership: 47.7% of households own two or more cars, compared with 29.5% in the rest of the south east (Census, 2001).
- There is an expected 15-20% growth in road traffic at peak hours within the next 15 years. Road safety has been flagged as an issue for the District.
- Parking at and public access to stations in the District is seen as a deterrent to people using trains as a method of transport. However, there is an increasing demand in train use at Horsham. Improvements to the facilities and layout at Horsham station are currently underway.
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- Horsham town has a network of cycle paths, but these vary in quality and condition. Recent town centre redevelopments have provided limited provision for cycling which has limited the effectiveness of promoting alternative and more sustainable methods of transport than the car.
- Bus services are more frequent than in other settlements in the District and some services (e.g. 98) run every 15 minutes during the day. The frequency of services may however be limited in the future as a result of budget cuts.
- Horsham town is a key employment centre within the District, and 44% of the towns residents live and work in the town. Public transport and close proximity to work also mean that a greater proportion of the town’s population travel to work without using the car than other towns and villages in the District.

ECONOMIC ISSUES

Economic Development and Material Assets

- Horsham has a relatively buoyant economy with lower than average rates of unemployment.
- A key employment area is professional and business services. There is also a high number of small businesses and those who work from home.
- The workforce is well qualified. A high number work in professional and managerial posts.
- Within the District office provision is good, but a number of units are currently vacant including buildings within Horsham town.
- There is a demand for smaller business start-up units.
- There are areas in the town where opportunities for renewal and change exist. This includes the Hurst road area. Modern business requirements may also result in a need for change.

Retail

- Horsham town is currently performing well as a secondary regional centre. It has a number of individual and niche market stores which help the town to retain its strong appeal. The town competes with Worthing in the south of the District, and Crawley in the north east.
- The town has a strong niche element with a number of independent store which make the town an attractive place to visit.
- The evening economy is also an important element of the town’s economy. A number of restaurants have located in ‘The Quarter’ in and around the East Street area.
- The recent retail health check study indicates that the retail health of Horsham, whilst currently good could lose out in future unless continued there is continued investment to ensure that modern retail needs are met.
- There is a need to ensure that the development of out of town shopping facilities are correctly managed to ensure that they do not have an adverse impact on the health and vitality of the town centre.
- The recent Future Prosperity Of Horsham town Study question the legibility and appearance of some areas of the town. This includes Albion Way which is considered to act as a barrier hiding the attractiveness of the town centre.
Key Sustainability Issues for the Interim Statement

4.7 The requirements set out in the existing plans and policies, together with the baseline information enable the key sustainability issues for the Horsham town to be identified. These are set out below:

<table>
<thead>
<tr>
<th>Key Sustainability Issues for the Interim Statement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Population</strong></td>
</tr>
<tr>
<td><strong>Housing</strong></td>
</tr>
<tr>
<td><strong>Leisure and Recreation</strong>: There is a need to ensure that leisure and recreation opportunities are provided in order to contribute to the future prosperity of the town. This includes enhancing / improving links to from the town to Horsham park and nearby leisure centres. Retail facilities, cafes and restaurants will also contribute to leisure and recreational opportunities.</td>
</tr>
<tr>
<td><strong>Human Health</strong>: Any redevelopment proposals should take into account the need to maximise opportunities to improve health – e.g. pedestrian and cycle routes, links to green areas and sporting facilities.</td>
</tr>
<tr>
<td><strong>Community Safety/ Crime</strong>: Fear of crime and antisocial behaviour are the key areas of concern within Horsham. Development that takes place in Horsham needs to take account of these issues - e.g. there is the risk that the evening economy could lead to more incidents of antisocial behaviour.</td>
</tr>
<tr>
<td><strong>Equalities, Social Inclusion and Deprivation</strong>: Any development needs to ensure that it can meet the needs of all sections of the population, and seek to minimise inequalities. A particular area of concern is to ensure that there is equal access to services and facilities.</td>
</tr>
<tr>
<td><strong>Biodiversity, Flora and Fauna</strong>: Existing areas of biodiversity should be protected and enhanced. Development should also provide opportunities to provide opportunities for wildlife.</td>
</tr>
<tr>
<td><strong>Landscape &amp; Townscape, Archaeology &amp; Cultural Heritage</strong>: Development has the potential to adversely impact townscape character, and its archaeological and cultural heritage through land take or more indirect impacts such as increased traffic.</td>
</tr>
<tr>
<td><strong>Soil / Minerals and Waste</strong>: Any development sites will need to be assessed for any risk of contamination, and remediated if necessary.</td>
</tr>
<tr>
<td><strong>Air</strong>: Development has the potential to result in increased traffic. This could lead to future exceedences of Air Quality Management objectives in Horsham town.</td>
</tr>
</tbody>
</table>
Water: It will be necessary to ensure that development does not increase the risk of flooding. The increased risk of flood events arising in the future as a result of climate change must be taken into account. Development will increase demand for water – water efficiency measures should be a fundamental part of all development.

Climate Change, Energy Efficiency and Renewable Energy and Resource Use: Development will increase the demand for energy, increasing and CO2 emissions, and contributing to climate change. Development will need to be constructed to be as sustainable as possible, minimising demands on energy and reducing greenhouse gas emissions. Renewable energy should be incorporated into developments where feasible.

Transport: Development may contribute to increased traffic movements – and mechanisms to minimise this should be provided as part of the new developments.

Economic Development, Material Assets and Retail: Without investment and change the ability of Horsham town to remain competitive will be compromised, and it’s future prosperity more limited. There is a need to provide enhanced facilities for businesses.

5.0 Identification and Assessment of Sustainability Impacts

5.1 Once the key sustainability issues have been determined, the next stage in the Sustainability Appraisal process is to identify the different options that the SPD could pursue, and then test them against a range of social, environmental and economic criteria to investigate the impact they will have on the key sustainability issues. The results from the assessment process provides information to decision makers about the positives and negatives of the different options, together with advice as to how different proposals can be improved to be made more sustainable.

Alternative Options

5.2 Any options that are tested by the Sustainability Appraisal process must be both reasonable and realistic. Options should not therefore be tested if there is no likelihood of it being incorporated into a plan. There are a number of reasons as to why an option may not be valid, including a lack of financial viability. Other options may be ruled out because they are precluded by a higher level plan or strategy that has already been subject to a sustainability appraisal. For example, an existing plan such as a Core Strategy may have already identified areas that are / are not considered suitable for development. Taking into account these considerations, the possible options for the SPD are discussed in more detail in the paragraphs below.

5.3 There is already a great deal of information available about the performance and pressures on the Horsham town, and potential opportunities for future development have been identified as part of the consultants study on Planning for the Future Prosperity of Horsham town. It is possible that future development proposals could be judged against existing Core Strategy and Development Control Policies, but it may also be appropriate to produce additional more specific guidance against which development proposals for areas of Horsham should be considered against. The two options are therefore:

1) Business as Usual – do not prepare an SPD interim statement, but instead rely on existing policies within the Core Strategy and associated documents.
2) Prepare an SPD to help provide greater detail and clarity regarding the
development principles that should be followed for certain identified areas of
Horsham town.

Assessment of General Development Guidance

5.4 Following on from the assessment of the alternative options for the SPD, the
sustainability appraisal has looked at the impacts of the general development
guidance (G1 to G8 and S1 to S4) on the key sustainability issues identified for the
town.

Assessment of Sustainability Impacts

5.5 The results of the assessment of the alternative options for the SPD and its guidance
are set out Tables 3 to 5 on the following pages. In each table, the main impacts that
the plan or guidance would have on the sustainability issues identified in Chapter 4
are identified. These impacts have then been ascribed a positive, negative or neutral
impact. The impacts have been colour coded in order to help compare the overall
impact of each option. The key is as follows:

<table>
<thead>
<tr>
<th>Color</th>
<th>Impact Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red</td>
<td>Significant negative Impact</td>
</tr>
<tr>
<td>Dark Red</td>
<td>Reduced / negative impact</td>
</tr>
<tr>
<td>Yellow</td>
<td>Neutral Impact</td>
</tr>
<tr>
<td>Green</td>
<td>Positive Impact</td>
</tr>
<tr>
<td>Light Green</td>
<td>Significant Positive Impact</td>
</tr>
<tr>
<td>Gray</td>
<td>Impacts uncertain/unknown/not applicable</td>
</tr>
</tbody>
</table>
Table 3: Assessment of the Alternative Options for the Horsham Town Plan draft SPD

<table>
<thead>
<tr>
<th>Topic</th>
<th>Business as Usual: Do not prepare an SPD but judge development proposals against existing LDF policy</th>
<th>Produce an SPD providing additional guidance for development proposals in Horsham town</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>The LDF contains a range of policies which will have an impact on the population of the District. This includes the allocation of strategic housing development sites to the West of Horsham and the West of Crawley. The LDF also recognises that housing development will take place elsewhere in the District including existing built areas including Horsham town. The wider impacts of the increased population were assessed as part of the SA/SEA of the Core Strategy. <strong>Not Applicable</strong></td>
<td>The production of an SPD will set out additional guidance relating to the nature and location of development in Horsham town. This development will result in an increase in the population of the town, but this is not in additional housing development that has not been identified as being required in the LDF or South East Plan. <strong>Neutral Impact</strong> (no further impact)</td>
</tr>
<tr>
<td>Housing</td>
<td>The LDF contains a number of policies which affect the location, type and design of housing. In particular the policies focus development within existing built-up areas, and seek to ensure that 40% of houses built are affordable. Housing development in the town will need to accord with this principle. <strong>Positive Impact</strong></td>
<td>In addition to existing policy, an SPD would help provide additional guidance relating to housing development in Horsham town. It would identify the most suitable locations for housing development to take place and respond to recent issues such as the loss / conversion of office space to housing, and ensure that the town retains a mix of uses. <strong>Significant Positive Impact</strong></td>
</tr>
<tr>
<td>Leisure and Recreation</td>
<td>The LDF contains policies that seek to ensure that existing recreation facilities are retained and protected. There is also a policy that relates to tourism and cultural facilities which supports the provision of a hotel in Horsham town. <strong>Positive Impact</strong></td>
<td>In addition to existing policy, an SPD would help provide additional guidance relating to a hotel and other leisure and recreational activities in the town. <strong>Significant Positive Impact</strong></td>
</tr>
<tr>
<td>Health</td>
<td>A number of policies in the LDF are likely to have an indirect positive impact on health, for example by ensuring that development does not generate pollution, and through the creation of leisure sites and green spaces. Development in Horsham town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>In addition to the existing policy, an SPD providing further would assist in terms of health benefits by setting out more detail regarding opportunities to increase walking and enhance opportunities for leisure and recreation. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td>Community Safety / Crime</td>
<td>A number of policies in the LDF (e.g. CP3 and DC9) require that development that takes place is of high quality and is designed in such a manner to minimise crime. Development in Horsham town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>Development proposals that take place in Horsham town would need to accord to existing design and crime advice. There is however a risk that some elements of an SPD could increase crime and antisocial behaviour. Impacts are however uncertain and difficult to predict. <strong>Effects Uncertain</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>Business as Usual: Do not prepare an SPD but judge development proposals against existing LDF policy</td>
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</tr>
<tr>
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</tr>
<tr>
<td>Equalities, Social Inclusion and Deprivation</td>
<td>Most land use policies in the district have limited impacts on gender, sexual orientation, religion, or ethnic background. The LDF has a number of policies which seek to reduce inequalities and deprivation and assist those with certain disabilities (e.g. affordable housing, housing for special needs). Proposals for the town centre would be judged against these. <strong>Positive Impact</strong></td>
<td>In addition to existing policies the SPD may help provide further guidance and advice that will have a positive impact on groups identified as part of equalities assessments. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td>Biodiversity</td>
<td>The LDF contains policies which seek to ensure that development does not have an adverse impact on biodiversity. Development in the town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>In addition to LDF policies the SPD could contain guidance regarding Green Infrastructure which is likely to enhance biodiversity within the town. <strong>Significant Positive Impact</strong></td>
</tr>
<tr>
<td>Landscape, townscape, archaeology and Cultural Heritage</td>
<td>The LDF contains policies which seek to ensure that development does not have an adverse impact landscape, townscape and cultural heritage. Development in the town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>In addition to the LDF, an SPD could set out guidance that would provide further guidance that protects and enhances the specific character of the town into the future. <strong>Significant Positive Impact</strong></td>
</tr>
<tr>
<td>Soil – Contamination</td>
<td>Policy CP2 highlights the need for all development to minimise the emission of pollutants. Development must also have regard to other environmental controls outside planning legislation. Development in the town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>Although CP2 highlights the need to minimise pollution, the impacts of contaminated land are not covered in any detail. There is a risk that re-development within the town will be on areas which have been subject to contaminative uses. There is therefore a need to highlight this issue to ensure that future development proposals take this issue into account. <strong>Effects uncertain</strong>.</td>
</tr>
<tr>
<td>Air</td>
<td>Policy CP2 highlights the need for all development to minimise the emission of pollutants which includes air. Development must also have regard to other environmental controls outside planning legislation. <strong>Positive Impact</strong></td>
<td>Since the adoption of the Core Strategy, air quality monitoring data has shown that Horsham town does not exceed environmental standards, but there is a risk that this may occur in the future. Additional guidance could worsen air quality despite the requirements of CP2. Possible <strong>negative impact</strong></td>
</tr>
<tr>
<td>Resources – including energy use, water efficiency, climate change considerations and sustainable construction</td>
<td>The LDF contains policies which seek to minimise resource use (including water), encourage sustainable construction, and minimise impacts on climate change. Any town centre policy would need to accord with the requirements of CP2. <strong>Positive Impact</strong></td>
<td>In addition to CP2 the SPD would re-iterate the requirement for sustainable design, and highlight specific opportunities for renewable energy schemes which would contribute to a lower carbon economy. <strong>Significant Positive Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>Business as Usual: Do not prepare an SPD but judge development proposals against existing LDF policy</td>
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<tr>
<td><strong>Flooding</strong></td>
<td>The LDF contains policies which seek to ensure that development is not affected by flooding, or cause flooding elsewhere. Development in the town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>Although many areas within Horsham are not at direct risk from flooding, redevelopment provides an opportunity to reduce the risk from flooding downstream. There is therefore a need to highlight this issue to ensure that future development proposals take this issue into account. Likely <strong>Positive Impact</strong></td>
</tr>
<tr>
<td><strong>Water Supply / Quality / Wastewater</strong></td>
<td>The LDF contains policies which seek to ensure that water quality and supply is not adversely affected by development. Development in the town would need to accord with these policies. <strong>Positive Impact</strong></td>
<td>The SPD focuses on an existing built-up area. Water treatment capacity around the town is limited, and without monitoring there may be a risk that development within the town, cumulatively with other development could exceed existing limits, despite existing policies. Possible <strong>negative Impact.</strong></td>
</tr>
<tr>
<td><strong>Transport</strong></td>
<td>The LDF contains policies (e.g. CP19) which seek to encourage sustainable transport, improve road safety etc. Proposals within Horsham town centre will need to accord with this, but there are specific issues relating to parking that are not addressed in the policy. <strong>Positive Impact</strong></td>
<td>The SPD could provide additional guidance relating to car parking facilities in the town. It could also provide guidance on where pedestrian links could be improved, helping to reduce the need for individuals to use the car. <strong>Significant Positive Impact</strong></td>
</tr>
<tr>
<td><strong>Economic Issues</strong></td>
<td>The LDF contains policies which seek to ensure that the District remains economically vibrant. These are broad and District wide in nature (and often have a rural focus). These policies while helpful can therefore still have ‘gaps’ when applied at a more local level and may not be as effective as intended. <strong>Negative Impact</strong></td>
<td>By providing a range of guidance that relates to Horsham town an SPD would set out clarification and direction as to how development could best take place to ensure that the town remains economically vibrant and competitive in years to come. <strong>Significant Positive Impact.</strong></td>
</tr>
</tbody>
</table>
Table 4a: Sustainability Appraisal of development in Horsham Town Centre Guidance Principles G1 to G4

<table>
<thead>
<tr>
<th>Topic</th>
<th>G1 – Retail Uses</th>
<th>G2 – Commercial Uses</th>
<th>G3 – Leisure and Cultural Uses</th>
<th>G4 – Townscape Character and Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>Proposals to provide for a mix of larger and smaller retail uses are unlikely to have an impact on the overall population of the town. <strong>No Impact</strong></td>
<td>Commercial development is unlikely to have an impact on the population of the town. The Hurst road area has been identified for mixed use development. Impacts of any population increase are covered under the assessment of S3.</td>
<td>N/A – This guidance principle primarily relates to the provision of hotels / restaurants.</td>
<td>This guiding principle primarily focuses on maintaining the historic character of the core of the town. There is some potential that housing could be incorporated into some proposals, particularly those in areas of low townscape quality. The impacts of population increase are addressed elsewhere in this appraisal.</td>
</tr>
<tr>
<td>Housing</td>
<td>Some retail uses may be associated with mixed use developments or incorporate an element of ‘living over the shop’. Overall, however this guidance focuses on enhancing existing retail facilities (large and small) and does not have a direct impact on this issue. <strong>No Impact</strong></td>
<td>Provision of housing as part of mixed use development or through the conversion of offices to this use would help to meet housing needs in the District. There is also the potential for this housing to be affordable in nature. <strong>Positive Impact</strong></td>
<td><strong>No Impact</strong> - This guidance relates to the provision of hotels / restaurants.</td>
<td>Some retail uses may be associated with mixed use developments or incorporate an element of ‘living over the shop’. Overall, however this guidance principle focuses on protecting and enhancing the character of the town. Some proposals may include an element of housing, including some affordable housing. <strong>Small positive impact</strong></td>
</tr>
<tr>
<td>Leisure and Recreation</td>
<td>Depending on its nature / purpose, shopping can be regarded for some individuals as a leisure / recreational activity. Enabling a greater mix of more modern shops and the smaller more historical outlets will improve the attractiveness of the town as a place to visit for those individuals. <strong>Positive Impact</strong></td>
<td>The guidance for commercial uses does not focus on leisure and recreation as this is addressed later in the document. The use of the site for commercial purposes has no direct impact on leisure and recreation. <strong>No impact</strong></td>
<td>The provision of a hotel and proposals to enhance the restaurant offer will help present Horsham as an attractive place to visit, providing a place to stay and an evening economy. Limited mention is given to how other leisure proposals (e.g. museums, or links to other facilities are received but overall there will be a <strong>Positive Impact</strong></td>
<td>This guidance principle does not specifically focus on Leisure and Recreation. However extending the pedestrian environment will help ensure the town remains an attractive place to visit for leisure purposes and may also improve links to other parts of the town which have a role in leisure and recreation, such as Horsham Park. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>G1 – Retail Uses</td>
<td>G2 – Commercial Uses</td>
<td>G3 – Leisure and Cultural Uses</td>
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<td>----------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Health</td>
<td>This guidance principle does not have an impact on health. <strong>No Impact</strong></td>
<td>This guidance principle does not have an impact on health <strong>No Impact</strong></td>
<td>Restaurants and hotels can serve food which if eaten regularly would not constitute a healthy diet. Meals and trips out are not an everyday activity and therefore any adverse impact on health will be negligible. <strong>No Impact</strong></td>
<td>Extension of the high quality pedestrian environment as set out in this guidance principle may have the benefit of encouraging walking within the town centre and also to / from locations beyond it. This is likely to have a positive impact on health. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td>Community Safety / Crime</td>
<td>It is unlikely that guidance on the mix of retail units will have a significant impact on existing levels of community safety or crime. <strong>No Impact</strong></td>
<td>Impacts on crime and community safety resulting from any redevelopment within the Hurst Road area are hard to predict at this stage, as the design and layout of any development has not yet been determined. <strong>Impacts uncertain</strong></td>
<td>There is the possibility that increasing the provision of bars, restaurants and cafes in the Quarter could result in an increase in crime and antisocial behaviour, as a result of the consumption of excess alcohol, particularly if it is focussed in one area. Care is therefore needed as to the nature of restaurant provision. <strong>Negative Impact</strong></td>
<td>Protecting and enhancing the character of the town centre is unlikely to have significant impacts on community safety / crime. <strong>Neutral Impact</strong></td>
</tr>
<tr>
<td>Equalities Social Inclusion and Deprivation</td>
<td>Retaining a balance of larger and smaller retail units will not impact on social inclusion, gender, sexual orientation, religion, ethnic background or deprivation. Larger floorplates may be easier to access for those with mobility problems including the elderly, but legislation already seeks to ensure that shops are accessible for all. This guidance is therefore considered to have a neutral impact.</td>
<td>The use of the Hurst Road for commercial development will not impact on social inclusion, gender, religion, ethnic background or deprivation. There is some possibility that the loss of town centre office space could have an impact on those with disabilities, e.g. new offices in areas away from good public transport, could be inaccessible to those with visual impairments if they are unable to drive. <strong>Slight negative impact</strong></td>
<td>The provision of hotels and restaurants will not have any impact on social inclusion, gender, religion, ethnic background or disability. The provision will also not generate deprivation, but those from more deprived backgrounds are less likely to be able to access restaurants and hotels. <strong>No Impact</strong></td>
<td>Protecting and enhancing the character of the town centre will not impact on social inclusion, gender, religion, ethnic background or deprivation. Older buildings and layouts can be less wheelchair friendly than more modern designs, but legislation seeks to ensure access for all. <strong>Neutral Impact</strong></td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Topic</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Biodiversity</td>
<td>The redevelopment areas are generally more modern buildings with limited existing biodiversity opportunities. Older buildings in the town centre may provide roosts for bats or nest sites for birds. Good design of new development and careful maintenance of existing properties could enhance biodiversity, but if this is not achieved biodiversity could be reduced. <strong>Neutral Impact</strong></td>
<td>The Hurst Road and Nightingale road area is already developed with limited opportunities for biodiversity. Redevelopment in the area is unlikely to negatively impact the existing situation, and well designed commercial development that incorporates ‘greening’ into its design could have a positive impact on biodiversity. <strong>Positive impact</strong></td>
<td>The provision of a hotel and restaurants are likely to take place in existing buildings or built areas, and will therefore have limited impact on biodiversity. <strong>Neutral Impact</strong></td>
<td>Protection and enhancement of the town centre may have a positive impact on biodiversity by retaining older buildings which may provide bat roosts or nest sites for birds. Redevelopment proposals would however require careful design. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td>Landscape, Townscape, Archaeology &amp; Cultural Heritage</td>
<td>This guidance will help to maintain the historical character and pattern of development in the town. New larger retail units would be focussed in the more ‘modern’ areas of the town, with maintenance and enhancement to the historic areas of the town. <strong>Significant Positive Effect</strong></td>
<td>This guidance will help to maintain the historical character and pattern of development in the town retaining Hurst Road as a key area for commercial development. It also retains the focus of the railway in this area which was historically an important driver for development in the town. <strong>Positive Impact.</strong></td>
<td>Provision of hotels and restaurants in the town centre are likely to be in existing buildings. This will help to protect the townscape and heritage of the town. A new hotel in the Hurst Road area would be in an area with more modern development and would accord with this development pattern. <strong>Positive Impact</strong></td>
<td>This guiding principle will help to ensure that the landscape and townscape of the town, together with its archaeology and cultural heritage is protected, and seeks to enhance the townscape by encouraging development in locations which are currently of poor quality. <strong>Significant Positive Effect</strong></td>
</tr>
<tr>
<td>Soil – Contamination</td>
<td>Maintenance and modernisation of the existing retail settlements is not likely to impact on / be impacted by soil contamination. <strong>Neutral impact</strong></td>
<td>Some of the previous activities on the land in this area (particularly in the Goods Yard area) may be contaminated. This would need to be investigated and mitigated as necessary. Small risk of <strong>negative impact</strong></td>
<td>It is unlikely that the re-use of existing sites for restaurants / hotels would be on or impacted by contaminated land. The area of Hurst Road that would be used for a hotel is unlikely to have been subject to past contamination, but any risk would need to be ruled out prior to development. <strong>No Impact</strong></td>
<td>Protecting and enhancing existing buildings will not be impacted by soil contamination. <strong>No Impact</strong></td>
</tr>
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<td>Topic</td>
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</tr>
<tr>
<td>Air</td>
<td>The layout and design of retail units in Horsham town is unlikely to have any direct impact on air quality. The overall level of traffic generated is uncertain as it will depend on the nature of the shops, their size and turnover rates. It is however likely that traffic levels will be similar to those at the current time. <strong>Neutral Impact</strong></td>
<td>The layout and design of commercial units in Hurst Road is unlikely to have a significant impact on air quality. The overall level of traffic generated is uncertain as it will depend on the nature of the development. It is however likely that traffic levels will be similar to those at the current time. <strong>Neutral Impact</strong></td>
<td>Hotels and restaurants will result in traffic journeys from those visiting or staying in the town. Hotels and restaurants will also require deliveries. Vehicle journeys can impact air quality, but as most journeys from restaurants and some from hotels are not made in peak time, the impact on air quality is unlikely to be significant. <strong>Neutral Impact</strong></td>
<td>A principle which seeks to ensure that the historic character of the town centre is preserved is unlikely to have an adverse impact on air quality; Improved pedestrian links could have a positive impact by encouraging walking and lowering the number of car journeys. <strong>Positive Impact.</strong></td>
</tr>
<tr>
<td>Resources – including energy use, water efficiency, climate change considerations and sustainable construction</td>
<td>Any new build or refurbishment of existing shops will result in the use of resources. When operational, modern shops can be energy intensive e.g. heating, air conditioning and lighting, all of which can increase CO2 emissions. This is however mitigated by G5. <strong>Neutral Impact.</strong></td>
<td>Any new build or refurbishment of existing units will result in the use of resources. When operational, buildings will use energy e.g. heating, air conditioning and lighting, all of which can increase CO2 emissions. This is however mitigated by G5. <strong>Neutral Impact.</strong></td>
<td>Any new build or refurbishment of existing units will result in the use of resources. When operational, buildings will use energy e.g. heating, air conditioning and lighting, all of which can increase CO2 emissions. In addition there is the potential that a hotel in Hurst road could use energy from a CHP plant. Other resource impacts area offset by G5. <strong>Neutral Impact</strong></td>
<td>Any new build or refurbishment of existing units will result in the use of resources. When operational, buildings will use energy e.g. heating, air conditioning and lighting, all of which can increase CO2 emissions. Improved pedestrian links could reduce car journeys which would minimise climate change impacts as do the provisions of G5. <strong>Neutral Impact.</strong></td>
</tr>
<tr>
<td>Flooding</td>
<td>This guidance will not have an impact on flooding – <strong>No Impact</strong></td>
<td>This guidance will not have an impact on flooding – <strong>No Impact</strong></td>
<td>This guidance will not have an impact on flooding – <strong>No Impact</strong></td>
<td>This guidance will not have an impact on flooding – <strong>No Impact</strong></td>
</tr>
<tr>
<td>Water Supply / Wastewater</td>
<td>This guidance is not likely to have an impact on existing water supplies or waste water <strong>No Impact</strong></td>
<td>This guidance is not likely to have an impact on existing water supplies or waste water <strong>No Impact</strong></td>
<td>This guidance is not likely to have an impact on existing water supplies or waste water <strong>No Impact</strong></td>
<td>This guidance is not likely to have an impact on existing water supplies or waste water <strong>No Impact</strong></td>
</tr>
<tr>
<td>Transport</td>
<td>New and existing outlets will require deliveries of stock. Most of these are likely to be made in lorries or vans and will use the wider road network. The overall development in the Hurst Road area will need transport access in order to ensure business needs are met. It is likely that a portion of this</td>
<td>Commercial development in the Hurst Road area will need transport access in order to ensure business needs are met. It is likely that a portion of this</td>
<td>Development of hotel and restaurant facilities will require service deliveries (food / laundry services etc). In addition it is likely that many customers will</td>
<td>Proposals which protect and enhance the heritage assets of the town will not in themselves have a direct impact on transport. Improved pedestrian</td>
</tr>
</tbody>
</table>

**Neutral Impact**

**No Impact**

**Positive Impact**
<table>
<thead>
<tr>
<th>Topic</th>
<th>G1 – Retail Uses</th>
<th>G2 – Commercial Uses</th>
<th>G3 – Leisure and Cultural Uses</th>
<th>G4 – Townscape Character and Design</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>level of traffic generated is uncertain as it will depend on the nature of the shops, their size and turnover rates. It is however likely that traffic levels will be similar to those at the current time. <strong>Neutral to Slight Negative Impact</strong></td>
<td>need will be met by road transport, but there is also the potential for some of the transport needs for the area to be directly met by rail, given the proximity of the site to the rail network. This may help cancel the impacts of road traffic movements. <strong>Neutral Impact</strong></td>
<td>drive to the hotel or restaurant, or will require the use of a taxi service. This will all contribute to increased vehicle journeys, but many of these will be made outside peak rush hour, thusly limiting any serious impact on the road network. <strong>Neutral Impact</strong></td>
<td>links may encourage walking, which could help to reduce traffic levels. <strong>Positive Impact</strong></td>
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<td></td>
<td><strong>Neutral Impact</strong></td>
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<td></td>
</tr>
<tr>
<td>Economic Issues</td>
<td>Enabling larger retail units to be developed in the more modern areas of the town such as Swan Walk, whilst protecting the historic character of the settlement will have a positive economic impact by enabling the town to remain competitive in the future and an attractive place for visitors to the town. <strong>Significant Positive Effect</strong></td>
<td>Focussing future commercial development in the Hurst Road and Nightingale Road area is likely to have positive impact on the local economy, for example enabling more comprehensive developments that meet modern needs. The loss of office space from the town centre may have more negative impacts, resulting in a loss of attractiveness of the town as a business centre, particularly in the longer term. This guidance note does seek to minimise and control this risk. <strong>Positive Impact</strong></td>
<td>Horsham town currently has limited hotel provision, which has been identified as a potential problem for the town, particularly given its proximity to Gatwick Airport. This guidance principle seeks to redress this issue, which would be beneficial to the economy of the town. Restaurants will also be beneficial to the town’s economy, for example by extending its trading hours into the evening. <strong>Significant positive effect.</strong></td>
<td>The historic nature of Horsham’s town centre is a key factor in the town’s economy, as it helps draw visitors to the town. Ensuring that development proposals protect and enhance the town’s heritage will therefore have a positive impact on the economy. <strong>Positive Impact</strong></td>
</tr>
</tbody>
</table>
### Table 4b: Sustainability Appraisal of development in Horsham Town Centre Guidance Principles G5 to G8

<table>
<thead>
<tr>
<th>Topic</th>
<th>G5 – Sustainable Design</th>
<th>G6 – Public Spaces and Accessibility</th>
<th>G7 – Parking</th>
<th>G8 – Financial Viability and Deliverability</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Population</strong></td>
<td>This guidance principle has no specific impact on the population size of the town. <strong>No impact</strong></td>
<td>This guidance principle has no specific impact on the population size of the town. <strong>No impact</strong></td>
<td>This guidance principle has no specific impact on the population size of the town. <strong>No impact</strong></td>
<td>This guidance principle has no specific impact on the population size of the town. <strong>No impact</strong></td>
</tr>
<tr>
<td><strong>Housing</strong></td>
<td>This guidance principle does not have any direct impact on the number or houses or the nature of their tenure. <strong>No impact</strong></td>
<td>This guidance principle does not have any direct impact on the number or houses or the nature of their tenure. <strong>No impact</strong></td>
<td>This guidance principle does not have any direct impact on the number or houses or the nature of their tenure. <strong>No impact</strong></td>
<td>In the current financial climate, financial viability may impact the amount of affordable housing that can be delivered. <strong>Possible negative impact.</strong></td>
</tr>
<tr>
<td><strong>Leisure and Recreation</strong></td>
<td>Green Infrastructure incorporates leisure and recreation facilities and can enhance existing facilities. The support of this guidance principle may therefore have a positive impact on this issue. <strong>Positive Impact</strong></td>
<td>Improving access and links between different areas of the town will help to ensure that Horsham remains an attractive place to visit for leisure purposes and may also improve links to other parts of the town which have a role in leisure and recreation, such as Horsham Park. <strong>Positive Impact.</strong></td>
<td>Ensuring that Horsham remains accessible by car (important as many visitors to the town live rurally in areas with for public transport), and that car parking does not detract from the various attractions will assist the leisure and recreation opportunities in the town. <strong>Positive Impact</strong></td>
<td>This guidance principle has no specific impact on leisure and recreation. However viability of schemes could limit the number of leisure and recreational facilities that can be delivered as part of a single scheme. <strong>Effects Uncertain</strong></td>
</tr>
<tr>
<td><strong>Health</strong></td>
<td>A policy which helps to improve green infrastructure is likely to have beneficial impacts on health e.g. street trees can improve air quality. In addition buildings built to sustainable standards can be easier and cheaper to heat, which may prevent fuel poverty and associated ill health. <strong>Positive Impact</strong></td>
<td>Improving links between the town centre and other parts of the town, including the station may have the benefit of encouraging walking within the town centre and also to / from locations beyond it. This is likely to have a positive impact on health. <strong>Positive Impact</strong></td>
<td>The rural nature of the District means that car based travel is at the current time often a necessity. Provision of adequate car parking is therefore necessary, and given the measures in place to encourage other forms of transport is unlikely to further encourage car travel which could be damaging for health. <strong>Neutral Impact</strong></td>
<td>This guidance principle has no specific impact on health issues. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>G5 – Sustainable Design</td>
<td>G6 – Public Spaces and Accessibility</td>
<td>G7 – Parking</td>
<td>G8 – Financial Viability and Deliverability</td>
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</tr>
<tr>
<td>Community Safety / Crime</td>
<td>It is not anticipated that sustainable design techniques will impact crime or community safety. Good provision of green infrastructure can however help create attractive environments which tend to be associated with lower rates of crime. <strong>Positive Impact</strong></td>
<td>Although it is difficult to predict future crime rates following developments, it is likely that enhancing links in and around the town centre may help to create a safer environment, particularly in the Albion Way area, which is heavily dominated by vehicular traffic. <strong>Positive Impact</strong></td>
<td>Car parks can, without adequate management or surveillance, become a focus for crime. The location, design and management will therefore need to be considered. <strong>Possible negative impact</strong></td>
<td>This guidance principle has no specific impact on community safety and crime. However viability of a scheme will inform the design and layout of a development which could in turn impact on crime and community safety issues. <strong>Effects Uncertain</strong></td>
</tr>
<tr>
<td>Equalities Social Inclusion and Deprivation</td>
<td>Sustainable design and green infrastructure will not have any specific impact on social inclusion, gender, sexual orientation, religion, ethnic background or people with disabilities. It may however have a positive impact on deprivation by making heating of properties more affordable. <strong>Positive Impact</strong></td>
<td>Increasing the accessibility of different parts of the town will have a number of benefits. It may assist those who are unable to drive, and could also make getting around easier for those with disabilities or for parents using pushchairs. This guidance principle is however unlikely to impact sexual orientation, religion or ethnic background. <strong>Positive Impact</strong></td>
<td>Provision of car parking will not have any specific impact on gender, sexual orientation, religion, ethnic background or deprivation or people with disabilities. It may however assist with social inclusion by ensuring that those in rural communities who may not otherwise be able to access the town (due to poor public transport) can. <strong>Positive Impact</strong></td>
<td>This guidance principle has no specific impact on social inclusion, gender, sexual orientation, religion, ethnic background or deprivation or people with disabilities. However viability of a scheme will inform the design and layout of a development which could in turn impact on social inclusion and accessibility for the disabled. <strong>Effects Uncertain</strong></td>
</tr>
<tr>
<td>Biodiversity</td>
<td>Sustainable design and green infrastructure will have direct and indirect benefits to biodiversity. Sustainable design and construction requires fewer raw materials and is therefore likely to limit the amount of land which is used for aggregate extraction etc. Green infrastructure provides habitats for a range of biodiversity. <strong>Positive Impact</strong></td>
<td>This guidance principle may have indirect benefits on biodiversity by encouraging walking over car travel. This improves air quality and reduces air pollution, both of which are beneficial for biodiversity. By encouraging proposals which improve the public realm, some of these may be of benefit to biodiversity, e.g. tree planting. <strong>Positive Impact</strong></td>
<td>Car parks do not provide habitats for biodiversity. Areas of new car parking are however likely to be in area which have already been subject to built development and negative impacts on biodiversity are likely to be limited. <strong>Neutral Impact</strong></td>
<td>In the current financial climate, financial viability may impact the amount of biodiversity improvements that are delivered. <strong>Possible negative impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>G5 – Sustainable Design</td>
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<tr>
<td>Landscape, Townscape, Archaeology &amp;</td>
<td>Sustainable design often results in innovative design. This can add a new more modern architecture to the town, but could also clash with the existing heritage in the town centre. A CHP plant could have a visible impact on the town centre depending on the height of any emission stack. <strong>Slight Negative Impact</strong></td>
<td>This guidance principle will if successful, have a positive impact on landscape and townscape. Enhancements to the Albion Way area will increase the attractiveness of this area which is currently dominated by the road and multi-storey car park. <strong>Positive Impact</strong></td>
<td>Depending on their design and location, car parks can have a negative impact on the appearance of the town. This guidance principle seeks to locate car parking outside Albion Road, which would help minimise the impact of cars in the historic town centre. <strong>Neutral Impact</strong></td>
<td>This is a key focus for the SPD, and this guidance principle is therefore unlikely to have an impact on landscape, townscape, archaeology or cultural heritage issues. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Cultural Heritage</td>
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<tr>
<td>Soil – Contamination</td>
<td>Sustainable design and green infrastructure will not impact on soil contamination issues.</td>
<td>This guidance principle will not have an impact on soil contamination issues. <strong>No Impact</strong></td>
<td>Car parking could possibly generate soil contamination (e.g. oil leakages) depending on the nature of the surfacing. <strong>Possible negative impact</strong></td>
<td>This guidance principle is unlikely to have an impact on soil contamination issues. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Air</td>
<td>There is the potential that a CHP plant could have a negative impact on the air quality of the town, depending on its size and nature. Careful mitigation and testing would be needed. <strong>Negative Impact</strong></td>
<td>Improved connections between different parts of the town could have a positive impact by encouraging walking and lowering the number of car journeys. <strong>Positive Impact.</strong></td>
<td>The guidance principle seeks to ensure that there is an adequate supply of car parking in the town. In doing so, this reduces the risk of queues to get into or leave car parking facilities, both of which could have an adverse impact on local air quality. <strong>Positive Impact.</strong></td>
<td>This guidance principle will not have a direct impact air quality issues, although it is possible that lowered sustainability standards to result in an increase in emissions. <strong>Effects Uncertain</strong></td>
</tr>
<tr>
<td>Resources – including energy use, water</td>
<td>Sustainable design and construction methods could help minimise the uses of resources required for the building and operational stages of a development. A CHP plant has the potential to reduce the amount of fossil fuels that are required in electricity and heating of homes and offices. <strong>Significant Positive Impact</strong></td>
<td>Enhanced accessibility between the different parts of the town may require the use of some resources during the construction stage. It is however likely that improved links will encourage visits to the town centre on foot rather than car, and therefore help reduce greenhouse gas emissions. <strong>Positive Impact</strong></td>
<td>The construction of any areas of car parking will require the use of materials and energy. <strong>Negative Impact</strong></td>
<td>Viability issues have the potential to result in buildings that conform to current environmental standards, rather than those with higher sustainability levels which often have a higher initial cost outlay due to newer technologies. <strong>Possible Negative Impact</strong></td>
</tr>
<tr>
<td>efficiency, climate change considerations</td>
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<tr>
<td>and sustainable construction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic</td>
<td>G5 – Sustainable Design</td>
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</tr>
<tr>
<td>Flooding</td>
<td>Sustainable design techniques include Sustainable Urban Drainage methods which can help minimise the risk of flooding. This aspect of sustainable design is not currently covered in the document and could therefore be missed. <strong>Neutral Impact</strong></td>
<td>This guidance will not have an impact on flooding – <strong>No Impact</strong></td>
<td>Car parking areas can result in large areas of hardstanding which can increase run-off and cause flash flooding. It is however likely that most areas of the town where new car parks would be constructed are already built up, so the risk will not increase. <strong>Neutral Impact</strong></td>
<td>This guidance principle is unlikely to have an impact on flooding issues. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Water Supply / Wastewater</td>
<td>Sustainable design and construction methods should help to minimise the amount of water that a development uses. <strong>Positive Impact</strong></td>
<td>This guidance is not likely to have an impact on existing water supplies or waste water <strong>No Impact</strong></td>
<td>This guidance is not likely to have an impact on existing water supplies or waste water <strong>No Impact</strong></td>
<td>This guidance principle is unlikely to have an impact on water supply issues. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Transport</td>
<td>Sustainable construction methods are not likely in themselves to reduce transport in the town centre. A CHP plant may increase road traffic if deliveries of a fuel source are required. <strong>Possible Negative Impact</strong></td>
<td>Improved connections between different parts of the town could have a positive impact by encouraging walking and lowering the number of car journeys. <strong>Positive Impact</strong></td>
<td>The provision of car parking will help ensure that the town remains accessible by car, which is a key mode of transport for the towns and villages in the rural area surrounding Horsham. It is however unlikely that the provision of car parks will in itself increase the number of vehicles entering the town in itself. <strong>Neutral Impact</strong></td>
<td>This guidance principle is unlikely to have an impact on transport issues. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Economic Issues</td>
<td>Sustainable design and construction may not have a direct benefit on the economy of the town in terms of its day to day activities, but more widely it is likely to help the growth of the green economy, for example providing a market for new technologies as they become available. <strong>Positive Impact</strong></td>
<td>Enhanced connections between different sections of the town will help ensure that the town remains an attractive and easy place to visit. Improvements to Albion Way would also help improve the appearance and ‘visibility’ of the town, which again is likely to improve trade. <strong>Positive Impact</strong></td>
<td>Provision of car parking facilities will help to ensure that Horsham remains an easily accessible place to visit, and this is likely to be beneficial to the economy of the town. <strong>Positive Impact</strong></td>
<td>By ensuring that schemes that are submitted to the Council are viable, there is greater certainty that a scheme will go ahead and assists in the longer term planning and economic growth of the town. <strong>Positive Impact</strong></td>
</tr>
</tbody>
</table>
### Table 5 – Sustainability Appraisal of Area Specific Guidance Principles for Horsham town centre

<table>
<thead>
<tr>
<th>Topic</th>
<th>S1 – Albion Way</th>
<th>S2 – The Quarter</th>
<th>S3 – Hurst Road and Nightingale Road area</th>
<th>S4 – Bishopric</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>Proposals for the Albion Way area do not focus on the provision of housing, and it is therefore unlikely that this guidance principle would have an impact on population. <strong>No Impact</strong></td>
<td>Although there may be some opportunities for housing above some shops, development in the quarter will primarily be retail or restaurant uses, and as such is unlikely to significantly increase the population of the town. <strong>No Impact</strong></td>
<td>The proposals for this area are for mixed uses. A fairly large proportion of this site is suggested for residential, which is therefore likely to increase the population of the town. The impact of this population increase is set out in the rest of this table.</td>
<td>The proposals for this area could include a small element of residential. The impacts of an increased population are set out in the rest of this table.</td>
</tr>
<tr>
<td>Housing</td>
<td>This guidance principle does not focus on the provision of housing. <strong>No Impact</strong></td>
<td>There may be some opportunities for residential uses above some shops or restaurants. Small <strong>positive impact.</strong></td>
<td>An increase in housing that would result from redevelopment in this area of town would have a positive impact in meeting the housing requirements for the area. It is well located close to a number of services and facilities. It would be necessary to ensure affordable housing is provided.</td>
<td>Significant Positive Impact</td>
</tr>
<tr>
<td>Leisure and Recreation</td>
<td>Enhancements to the appearance and layout of Albion Way would help to improve access from the town centre to the leisure and recreation facilities in the park. Improving the layout would also enhance walking and cycling opportunities and may also increase the attractiveness of the town as a leisure destination. <strong>Positive Impact.</strong></td>
<td>Improvements to this area will help enhance the attractiveness of Horsham as a place to visit for recreation, for example through the provision of a number of restaurants. <strong>Positive Impact</strong></td>
<td>The guidance for this area encourages additional leisure uses such as allotment pitches, and also enhances links to existing facilities such as Horsham park. <strong>Positive Impact</strong></td>
<td>This proposal does not focus on leisure and recreation and impacts on this issue are therefore limited. <strong>Neutral Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>S1 – Albion Way</td>
<td>S2 – The Quarter</td>
<td>S3 – Hurst Road and Nightingale Road area</td>
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</tr>
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</tr>
<tr>
<td><strong>Health</strong></td>
<td>An improved layout and appearance of Albion Way would help improve opportunities for walking and links to existing recreational activities in the park. This may help to encourage walking, and consequently contribute to improved health levels. <strong>Positive Impact</strong></td>
<td>Restaurants and hotels can serve food which if eaten regularly would not constitute a healthy diet. Meals and trips out are not however an everyday activity and therefore any adverse impact on health will be negligible. <strong>Neutral Impact</strong></td>
<td>Provision of leisure uses such as allotments, and enhanced pedestrian links to other leisure uses are likely to have beneficial impacts on health. <strong>Positive Impact.</strong></td>
<td>Removing some of the barriers to movement in and around the Bishopric area may help to improve pedestrian and cycle access through this area, which would have a beneficial impact on the health of these individuals. <strong>Positive Impact.</strong></td>
</tr>
<tr>
<td><strong>Community Safety / Crime</strong></td>
<td>It is currently recognised that the layout and appearance of Albion Way is not particularly attractive to pedestrians or cyclists. Enhancements to this area could improve the feeling of safety for these individuals in this area. Beyond this the impact of any proposals on crime is uncertain. <strong>Positive Impact</strong></td>
<td>There is the possibility that increasing the provision of bars, restaurants and cafes in the Quarter could result in an increase in crime and antisocial behaviour, as a result of the consumption of excess alcohol, particularly if it is focussed in one area. Care is therefore needed as to the nature of restaurant provision. <strong>Negative Impact</strong></td>
<td>Impacts on crime and community safety resulting from any redevelopment within the Hurst Road area are hard to predict at this stage, as the design and layout of any development has not yet been determined. <strong>Impacts uncertain</strong></td>
<td>Impacts on crime and community safety resulting from any redevelopment of the Bishopric area are hard to predict at this stage, as the design and layout of any development has not yet been determined. <strong>Impacts uncertain</strong></td>
</tr>
<tr>
<td><strong>Equalities Social Inclusion and Deprivation</strong></td>
<td>Enhancements to Albion Way are not likely to have any specific impact on social inclusion, gender, sexual orientation, religion, ethnic background or deprivation or people with disabilities. <strong>No Impact</strong></td>
<td>The provision of hotels and restaurants will not have any impact on social inclusion, gender, religion, ethnic background or disability or deprivation. There is however the possibility that any housing that is located above shops or restaurants would not be easily accessible for some disabilities. <strong>Small Negative Impact</strong></td>
<td>The use of the Hurst Road for mixed use development will not impact on social inclusion, disabilities, gender, religion, ethnic background or deprivation. <strong>No Impact</strong></td>
<td>The use of the Hurst Road for mixed use development will not impact on social inclusion, disabilities, gender, religion, ethnic background or deprivation. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>S1 – Albion Way</td>
<td>S2 – The Quarter</td>
<td>S3 – Hurst Road and Nightingale Road area</td>
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<tr>
<td><strong>Biodiversity</strong></td>
<td>By enhancing Albion Way, there may be opportunities to undertake planting that contributes to green infrastructure and biodiversity enhancements. <strong>Positive Impact</strong></td>
<td>Much of the development that would take place in the Quarter would retain existing buildings, which may help retain existing habitats (e.g. nest sites) for wildlife. In general however the guidance is for an existing built-area and effects on biodiversity are unlikely to be limited. <strong>Neutral Impact</strong></td>
<td>Hurst Road and Nightingale Road are both areas which are already built up. Guidance for this area highlights the need to protect and enhance existing green areas. The provision of allotments is also likely to have positive impacts on biodiversity. Residential development may also be beneficial over existing uses with the creation of gardens in areas which do not currently have any green space. <strong>Positive Impact</strong></td>
<td>By carrying out improvements to the Bishopric area there may be opportunities to undertake planting that contributes to green infrastructure and biodiversity enhancements. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td><strong>Landscape, Townscape, Archaeology &amp; Cultural Heritage</strong></td>
<td>It is recognised that currently, the appearance and layout of Albion way does not create a positive entrance to the town, and limits pedestrian access into the historic town centre. Enhancements to Albion Way would therefore improve the townscape of the area and improve the setting of the historic core of the town. <strong>Significant Positive Impact</strong></td>
<td>Much of the development within the quarter will be within existing historic buildings, helping to ensure that the townscape and heritage of the town is retained. <strong>Positive Impact</strong></td>
<td>The redevelopment of Hurst Road presents an opportunity to improve the character and appearance of this area, which would have a beneficial impact on the townscape. However, a CHP plant may need to be larger with a tall emission stack which could negatively affect the appearance of the area <strong>Neutral Impact</strong></td>
<td>The redevelopment of the Bishopric presents an opportunity to improve the character and appearance of this area, which would have a beneficial impact on the townscape and enhance access to the historic core of the town. <strong>Positive Impact</strong></td>
</tr>
<tr>
<td><strong>Soil – Contamination</strong></td>
<td>The proposed enhancements to Albion Way are unlikely to be impacted by past contamination, or generate contamination once complete. <strong>No Impact</strong></td>
<td>The guidance set out for The Quarter focus is unlikely to be impacted by past contamination, or generate contamination once complete. <strong>No Impact</strong></td>
<td>Some of the uses in the Nightingale Road / Goods Yard area may have resulted in the contamination of the ground. There is therefore the risk that new development could create pathways (e.g. to a new allotment site) to new users of the area. <strong>Possible Negative Impact</strong></td>
<td>The guidance set out for The Bishopric is unlikely to be impacted by past contamination, or generate contamination once complete. <strong>No Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>S1 – Albion Way</td>
<td>S2 – The Quarter</td>
<td>S3 – Hurst Road and Nightingale Road area</td>
<td>S4 – Bishopric</td>
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<tr>
<td><strong>Air</strong></td>
<td>There is a risk that reducing Albion Way to single lane traffic, in combination with an altered road layout in the Bishopric could result in more queuing vehicles at certain points in the town. This could result in a fall in air quality, and failing air quality standards. <strong>Negative Impact</strong></td>
<td>Restaurants and shops will result in traffic journeys from those visiting or staying in the town. These businesses will also require deliveries. Much of this area is already used for this purpose, and redevelopment and the nature of some of the uses (e.g. journeys to / from restaurants) mean that there is unlikely to be a significant change in air quality over the existing situation. <strong>Neutral Impact</strong></td>
<td>New residential development is likely to be associated with an increase in the number of vehicles using Hurst Road. A CHP plant may also result in the emission of pollutants (depending on the fuel source, design etc). Some commercial development may also, depending on its nature, result in the emission of air pollutants. <strong>Negative Impact</strong></td>
<td>At this stage the impacts of this development are uncertain. As things stand the air quality of Albion Way may deteriorate and these proposals would address this issue. There is however a risk that problems with high traffic levels and poor air quality could move to a different area of the town. <strong>Effects Uncertain.</strong></td>
</tr>
<tr>
<td><strong>Resources – including energy use, water efficiency, climate change considerations and sustainable construction</strong></td>
<td>Redevelopment of the Albion Way will require the use of resources during the construction and operational phases of development. This is offset by the requirements of G5 and the LDF, scheme viability issues notwithstanding. <strong>Neutral Impact</strong></td>
<td>Any new build or refurbishment of existing units will result in the use of resources. When operational, buildings will use energy e.g. heating, air conditioning and lighting, all of which can increase CO₂ emissions. This is offset by the requirements of G5 and the LDF, scheme viability issues notwithstanding. <strong>Neutral Impact</strong></td>
<td>Any new build or refurbishment of existing units will result in the use of resources. This would however be offset by requirements for sustainable construction. A CHP plant would however offset the need for carbon based energy, which would have a beneficial impact on climate change. <strong>Neutral Impact</strong></td>
<td>Any new build or refurbishment of existing units will result in the use of resources. When operational, buildings will use energy e.g. heating, air conditioning and lighting, all of which can increase CO₂ emissions. This is offset by the requirements of G5 and the possibility for some micro generation. <strong>Neutral Impact</strong></td>
</tr>
<tr>
<td><strong>Flooding</strong></td>
<td>Albion Way is not currently affected by flooding. The area is already developed and changes to the area are unlikely to significantly impact run off rates etc. <strong>Neutral Impact</strong></td>
<td>As most development in the area will involve the re-use of existing buildings, this guidance will not have an impact on flooding – <strong>No Impact</strong></td>
<td>This guidance will not have a direct impact on flooding, but there is an opportunity to minimise flood risk elsewhere through SuDs. – <strong>No Impact</strong></td>
<td>The river Arun flows along the southern edge of the Bishopric, and there may therefore be some possibility of flooding affecting new development. <strong>Possible Negative Impact</strong></td>
</tr>
<tr>
<td>Topic</td>
<td>S1 – Albion Way</td>
<td>S2 – The Quarter</td>
<td>S3 – Hurst Road and Nightingale Road area</td>
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<td></td>
<td>Additional development in Albion Way may generate some additional water supply needs and generate additional waste water. The overall scale of development in this area will be relatively low, and is unlikely to have a significant impact on this issue when compared with the existing situation which is already subject to built development. <strong>Neutral Impact</strong></td>
<td>This guidance is not likely to have an impact over the existing requirements for water supplies or waste water, given that the proposals for this area relate to the re-use of existing buildings <strong>Neutral Impact</strong></td>
<td>Residential and commercial development in the Hurst road area will both require water and generate waste water which would need to be treated at the Horsham water treatment works. It would need to be ascertained that increase in residential development in particular could be accommodated when considered cumulatively with other residential development around the town. <strong>Impacts Uncertain</strong></td>
<td>Residential and commercial development in the Hurst road area will both require water and generate waste water which would need to be treated at the Horsham water treatment works. It would need to be ascertained that increase in residential development in particular could be accommodated when considered cumulatively with other residential development around the town. <strong>Impacts Uncertain</strong></td>
</tr>
<tr>
<td>Water Supply / Wastewater</td>
<td>The proposals for Albion Way could result in a changed layout for the road together with those in the Bishopric. The guidance indicates that this will only be acceptable if this does not significantly reduce transport capacity. Extensive modelling will be necessary to determine the precise impacts of these proposals. <strong>Neutral Impact</strong></td>
<td>Restaurants and shops will result in traffic journeys from those visiting or staying in the town. These businesses will also require deliveries. Much of this area is already used for this purpose, and redevelopment and the nature of some of the uses (e.g. journeys to / from restaurants) mean that there is unlikely to be a significant change in traffic levels over the existing situation. <strong>Neutral Impact</strong></td>
<td>The proposals for this area would result in an increase in residential traffic using Hurst Road, although car journeys may be limited due to the proximity of a number of services and facilities. The guidance also seeks to reduce the impact of cars by creating a ‘home zone’ and addressing the current problems surrounding commercial traffic and other users in the Nightingale Road area. <strong>Positive Impact</strong></td>
<td>The guidance for this area sets out significant changes in the existing transport network. The impacts of this have not been subject to testing and impacts are therefore uncertain, but there are risks that a new road layout could create effects on roads elsewhere in the town, particularly when the impacts of increased traffic levels from new development to the West of Horsham is taken into account. <strong>Effects uncertain</strong></td>
</tr>
<tr>
<td>Transport</td>
<td>The proposals for Albion Way could result in a changed layout for the road together with those in the Bishopric. The guidance indicates that this will only be acceptable if this does not significantly reduce transport capacity. Extensive modelling will be necessary to determine the precise impacts of these proposals. <strong>Neutral Impact</strong></td>
<td>Restaurants and shops will result in traffic journeys from those visiting or staying in the town. These businesses will also require deliveries. Much of this area is already used for this purpose, and redevelopment and the nature of some of the uses (e.g. journeys to / from restaurants) mean that there is unlikely to be a significant change in traffic levels over the existing situation. <strong>Neutral Impact</strong></td>
<td>The proposals for this area would result in an increase in residential traffic using Hurst Road, although car journeys may be limited due to the proximity of a number of services and facilities. The guidance also seeks to reduce the impact of cars by creating a ‘home zone’ and addressing the current problems surrounding commercial traffic and other users in the Nightingale Road area. <strong>Positive Impact</strong></td>
<td>The guidance for this area sets out significant changes in the existing transport network. The impacts of this have not been subject to testing and impacts are therefore uncertain, but there are risks that a new road layout could create effects on roads elsewhere in the town, particularly when the impacts of increased traffic levels from new development to the West of Horsham is taken into account. <strong>Effects uncertain</strong></td>
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### Economic Issues

<table>
<thead>
<tr>
<th>Topic</th>
<th>S1 – Albion Way</th>
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<th>S3 – Hurst Road and Nightingale Road area</th>
<th>S4 – Bishopric</th>
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<td></td>
<td>At the current time it is recognised that Albion Way limits access into the town centre and is not a positive introduction to the town. Enhancing the appearance of the area and improving links to areas within the town centre and to Horsham park, would help encourage visits to the town and would therefore help to enhance the economy. <strong>Significant Positive Impact.</strong></td>
<td>Encouraging development of niche and boutique retail outlets, together with the provision of restaurants within the Quarter will help ensure that Horsham retains the assets and features which make the town a ‘different’ and attractive place to visit. This will help ensure that the economy of the town remains prosperous. <strong>Significant Positive Impact.</strong></td>
<td>Focussing future commercial development in the Hurst Road and Nightingale Road area is likely to have positive impact on the local economy, for example enabling more comprehensive developments that meet modern needs. <strong>Positive Impact</strong></td>
<td>An extension of the shopping area of the town into the Bishopric may have a positive impact on the economy for the town providing that the westward movement of commercial activities is in addition to the retention to existing activities <strong>Positive Impact</strong></td>
</tr>
</tbody>
</table>
6.0 Results and Key Recommendations

6.1 The following paragraphs summarise the main findings of the Sustainability Appraisal, together with the key recommendations that it is considered would improve the Sustainability of the Future Prosperity of Horsham Town SPD.

Sustainability of the Business as Usual or SPD Approaches

6.2 The results of the Sustainability Appraisal of the ‘Business as Usual’ or ‘Production of an SPD’ shows that, in general the existing LDF policies would have a positive impact on managing any development that comes forward, and minimising negative impacts that might otherwise occur. The broad, District wide basis of the policies does however mean that in some instances issues that are primarily of relevance to the town rather than other parts of the District (e.g. the use of offices and parking) are missed.

6.3 The Sustainability Appraisal found that the production of a SPD will have a greater positive impact than using LDF policies alone. By setting out a more detailed vision for the future development that takes place within Horsham Town, the SPD will provide a greater level of information in relation to issues affecting the town, in addition to existing LDF policies. The SPD will help to ensure that development that takes place in the future fits in within a wider vision and strategy for Horsham. This will ultimately be of greater benefit to the town in terms of protecting its heritage, enhancing its environment and enabling economic growth than would occur if development took place in a more piecemeal manner.

The Sustainability of Guidance principles contained in the draft SPD

6.4 Following on from the finding that the production of the SPD would be beneficial in ensuring that development that takes place in the town is sustainable, the guidance principles set out in the SPD were also assessed to see how they perform against the various sustainability criteria. The results of the appraisal are discussed in more detail in the following paragraphs.

6.5 In general, the results of the assessment are very positive, with most of the guidance principles within the document having a number of beneficial effects. This is particularly the case for the economy of town. The assessment found that changes which protect the historic character of the town, retain commercial uses in or near to the town centre and enhance the attractiveness of other parts of the town will ensure that the town remains a vibrant and thriving settlement in the years to come.

6.6 A further positive outcome that can be seen in the results of the Sustainability Appraisal is the potential for development in the town centre to bring forward an element of housing, particularly in the Hurst Road area. Housing development in or near to the town centre would be well located near a range of services and facilities, employment sites and public transport links, limiting the need for residents to drive in order to meet their day to day needs. One key problem relating to housing provision is the current financial climate, coupled with changes to the funding of affordable housing delivery, which could reduce the amount of affordable housing that can be provided.

6.7 The results also show that the SPD would also have benefits for leisure and recreation. This includes the provision restaurants in the Quarter and an allotment site as part of the Hurst Road proposals. Leisure would also benefit more indirectly
through the enhancement of links between different areas of the town, including to existing leisure facilities. The appraisal also found that the enhanced connections and more opportunities for walking would be beneficial for health.

6.8 Assessment of the guidance principles on the effects they may have on crime and anti-social behaviour were generally inconclusive, as crime levels can be very difficult to predict. The assessment did however reveal that an over concentration of restaurants and bars in The Quarter has the potential to result in anti-social behaviour or crime. The assessment also flagged the need for careful design and location of any new car parking facilities to ensure that they don’t become a target for crime.

6.9 The equalities impact assessment element of the Sustainability Appraisal found that development in the town centre would have some positive impacts, for example providing some affordable housing, and improving links across Albion Way which would benefit those with more limited mobility. Some negative impacts were found, including the loss of offices from the town centre. Offices in the town centre are accessible by public transport and can therefore be reached by those with disabilities that prevent them from being able to drive. Replacement offices away from town centre locations may be less accessible to these individuals public transport to these sites is not present.

6.10 The SPD was found to have a number of beneficial environmental effects on a range of environmental issues, and in particular in protecting and enhancing the townscape and cultural heritage of the town. The SPD provides strong guidance in addition to additional LDF policies to ensure that development respects the existing historic character of the town centre and also seeks to improve areas which currently have a negative contribution to the townscape (e.g. Albion Way and Hurst Road). The only potential concern to townscape that emerges from the SA of the SPD is the possibility that an emissions stack from a CHP plant could have an adverse impact on the skyline of the town. The SPD was also found to provide opportunities to enhance biodiversity, through the provision of green infrastructure (e.g. allotments, and street planting) and also through the retention of older buildings which can provide habitats for some species. New gardens created as part of residential development would also be beneficial for biodiversity.

6.11 The Sustainability Appraisal did find some areas where the development in Horsham town could have negative impacts on the environment. One particular area is the potential for contamination that may have previously occurred in the Nightingale Road / Goods yard area to affect future users of the site. Areas that could be affected are those which are used as housing and gardens, and potentially the allotment space. A further key issue that has been highlighted is that of air quality. Existing data shows that some parts of the town are approaching air quality limits. Changing the road layout round Albion Way may help reduce impacts in this area, but there is a risk that an altered layout could move the problems elsewhere, particularly as new within and on the edge of the town will increase the number of cars entering the town in the future. A further concern in relation to air quality is the possibility that development in the Hurst Road area may include a CHP plant. Although highly beneficial in preventing climate change, the nature of the plant and the fuel used has the potential to cause more localised air quality issues.

6.12 The other key issue that is apparent as a result of the sustainability appraisal is that the SPD provides an opportunity for high quality development that minimises the use of environmental resources. Current financial constraints may however limit the overall sustainability of the schemes that are delivered, and therefore the success of
the guidance in the SPD. It is also considered that there may be further opportunities to enhance the sustainability of schemes, for example by using Sustainable Drainage Schemes (SuDS) in areas of the town where they are not currently in place. This would help to reduce flood risk over that of the current day.

6.13 A final issue that is raised through the Sustainability Appraisal process is the possibility of development in conjunction with other developments within the wider Horsham area, cumulatively exceeding the capacity of the Horsham water treatment works. It is therefore suggested that monitoring in conjunction with the relevant organisations (Environment Agency / Southern Water) is carried out to prevent this from occurring.

Key Recommendations to improve the Sustainability of the Future Prosperity of Horsham SPD

Crime and anti-social behaviour - Whilst it is acknowledged that the provision of restaurants in the quarter is likely to have a number of positive impacts, particularly for the night time economy, it should be noted that there is a risk of an over-concentration of this use could generate anti-social behaviour and crime. It is therefore suggested that the SPD recognises that an over-concentration of a certain use in the area may not be beneficial, and also that crime and anti-social behaviour levels in the area are monitored, and that this can therefore be used to inform planning applications in the area.

Townscape – In general the SPD will have a positive impact on the townscape and appearance of the town. It should however be noted that a CHP plant may, depending on its nature and design, require a tall stack which could impact on the overall townscape. It is suggested that the SPD should acknowledge this issue, and highlight the need for sensitive siting and landscaping of such a land-use.

Contaminated Land – Given that some of the land in the Nightingale Road area and the goods yard may have been subject to contaminative uses in the past, there may be a risk of impacts on future users of the area. It is therefore suggested that the SPD is amended to ensure that future proposals of the area include an assessment of contamination and ensure that any necessary remediation is carried out.

Air Quality / Transport – Whilst air quality in Horsham town has not exceeded any air quality standards to date, there is the potential for this to occur in the future. The impact that development could have on this issue should be recognised in the SPD. It is suggested that the need to consider air quality impacts in highlighted in relation to any CHP plant, and also as a result of any changes to the transport network in the town (e.g. changes to the Bishopric and Albion Way). Any assessment of air quality will need to take into account the future changes to traffic levels arising from other development such as the West of Horsham strategic location.

Flooding – The SPD already sets out the need for development to be built to high standards of sustainability. It is however suggested that the SPD also highlights the potential for SuDS to be incorporated into developments and therefore reduce the risk of flooding within and beyond the town. This could be covered in the supporting text relating to G5.

Water Supply / Quality – It is understood that Horsham water treatment works is nearing capacity. It will therefore be necessary for development rates both in and around the town to be monitored, in conjunction with external organisations such as the Environment Agency.
and Southern Water to ensure that limits are not breached.

**Environmental Impact Assessment -** In addition to the mitigation measures set out above, it is considered that the some proposals, such as a CHP plant, may have sufficient environmental impacts to require an EIA. It is suggested that the need for applicants to consider this issue is set out in the SPD.
7.0 **Next Steps**

7.1 This document forms one of the background documents that accompanies the draft Future Prosperity of Horsham SPD.

7.2 We would welcome your views on this document. We are particularly interested to hear:
- If there are any other plans and policies or baseline data that you feel should be included in this document
- Whether the sustainability issues that have been identified are correct
- Any views you may have on the findings set out in this document
- Any further suggestion that you may have as to how the sustainability of the Future Prosperity of Horsham town SPD could be improved.

7.3 If you would like to comment on this document, please either make your comments online at [www.horshamdistrictldf.info](http://www.horshamdistrictldf.info), e-mail [strategic.planning@horsham.gov.uk](mailto:strategic.planning@horsham.gov.uk). Or write to:

Strategic Planning Team  
Park North,  
Horsham District Council  
North Street  
Horsham  
West Sussex  
RH12 1RL

All responses should be received no later than 9th December 2011.

7.4 All comments on the draft SPD and the background documents will be reviewed and analysed. The findings will be reported to Council Members, and following on from this, any necessary changes will be made to the SPD and background documents. The finalised documents will then be adopted and published by the Council.

7.5 The outcomes from the finalised SPD and Sustainability Appraisal will be monitored through the Annual Monitoring that is carried out and published in December each year. This will enable any issues that arise from the documents to be addressed as part of the wider Core Strategy Review.
### APPENDIX 1: SEA REQUIREMENTS

#### Table 1: SEA Requirements and Where They will be Addressed in SA Report

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Where covered in Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) An outline of the contents, main objectives of the plan or programme, and relationships with other relevant plans and programmes.</td>
<td>Chapter 3, Para 4.4</td>
</tr>
<tr>
<td>b) The relevant aspects of the current state of the environment and the likely evolution thereof without implementation of the plan or programme.</td>
<td>Section 4.6</td>
</tr>
<tr>
<td>c) The environmental characteristics of areas likely to be significantly affected.</td>
<td>Section 4.6 p8</td>
</tr>
<tr>
<td>d) Any existing environmental problems which are relevant to the plan or programme including, in particular, those relating to any areas of a particular environmental importance, such as areas designated pursuant to Directives 79/409/EEC and 92/43/EEC.</td>
<td>Section 4.7</td>
</tr>
<tr>
<td>e) The environmental protection objectives, established at international, community or national level, which are relevant to the plan or programme and the way those objectives and any environmental, considerations have been taken into account during its preparation.</td>
<td>Section 4.4</td>
</tr>
<tr>
<td>f) The likely significant effects on the environment, including on issues such as biodiversity, population, human health, fauna, flora, soil, water, air, climatic factors, material assets, cultural heritage including architectural and archaeological heritage, landscape and the interrelationship between the above factors. These effects should include secondary, cumulative, synergistic, short, medium and long-term, permanent and temporary, positive and negative.</td>
<td>Chapter 5</td>
</tr>
<tr>
<td>g) The measures envisaged to prevent, reduce and as fully as possible offset any significant adverse effects on the environment of implementing the plan or programme.</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>h) An outline of the reasons for selecting the alternatives dealt with, and a description of how the assessment was undertaken including any difficulties (such as technical deficiencies or lack of know-how) encountered in compiling the required information.</td>
<td>Section 5.2 – 5.3</td>
</tr>
<tr>
<td>i) A description of measures envisaged concerning monitoring in accordance with Article 10.</td>
<td>Section 7.5</td>
</tr>
<tr>
<td>j) A non-technical summary of the information provided under the above headings.</td>
<td>Non-Technical Summary</td>
</tr>
</tbody>
</table>

The report shall include the information that may reasonably be required taking into account current knowledge and methods of assessment, the contents and level of detail in the plan or programme, its stage in the decision-making process and the extent to which certain matters are more appropriately assessed at different levels in that process to avoid duplication of the assessment (Art. 5.2).

Consultation:

- Authorities with environmental responsibility, when deciding on the scope and level of detail of the information to be included in the environmental report (Art. 5.4).

- Authorities with environmental responsibility and the public shall be given an early and effective opportunity within appropriate time frames to express their opinion on the draft plan or programme and the accompanying environmental report before the adoption of the plan or programme (Art. 6.1, 6.2).

- Other EU Member States, where the implementation of the plan or programme is likely to have significant effects on the environment of that country (Art. 7).

Taking the environmental report and the results of the consultations into account in decision-making (Art. 8)
### Agenda Item 6(c)(i)

<table>
<thead>
<tr>
<th>Requirements</th>
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<tbody>
<tr>
<td>Provision of information on the decision: When the plan or programme is adopted, the public and any countries consulted under Art.7 shall be informed and the following made available to those so informed:</td>
<td>To be completed following consultation</td>
</tr>
<tr>
<td>- The plan or programme as adopted;</td>
<td></td>
</tr>
<tr>
<td>- A statement summarising how environmental considerations have been integrated into the plan or programme and how the environmental report pursuant to Article 5, the opinions expressed pursuant to Article 6 and the results of consultations entered into pursuant to Article 7 have been taken into account in accordance with Article 8, and the reasons for choosing the plan or programme as adopted, in the light of the other reasonable alternatives dealt with; and</td>
<td></td>
</tr>
<tr>
<td>- The measures decided concerning monitoring (Art. 9 and 10)</td>
<td></td>
</tr>
<tr>
<td>Monitoring of the significant environmental effects of the plan’s or programme’s implementation (Art. 10)</td>
<td>Section 7 and ongoing following publication of the SPD</td>
</tr>
<tr>
<td>Quality assurance: environmental reports should be of a sufficient standard to meet the requirements of the SEA Directive</td>
<td>This table seeks to signpost sections of the report that fulfil the SEA Directive</td>
</tr>
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</table>
Gatwick Diamond – Local Strategic Statement

Executive Summary

1.1 The Localism Bill currently before Parliament proposes, amongst other things, the abolition of regional strategies and the removal of the ‘top-down’ policies and targets with which these have been associated. Instead, the Government believes that local authorities and other public bodies should work together on planning issues in ways that reflect genuine shared interests. To give effect to this, the Government is proposing a new ‘duty to cooperate’ on strategic planning and development issues. Guidance on the application of this new duty is given in the draft National Planning Policy Framework, published in July, which indicates that compliance with the ‘duty to cooperate’ will be part of the examination of Local Plans. The guidance also suggests that compliance could be demonstrated through “a memorandum of understanding or a jointly prepared strategy”.

1.2 Working against the background of the emerging legislation and under the umbrella of the ‘Gatwick Diamond Initiative’, the Gatwick Diamond Local Authorities have prepared, a joint ‘local strategic statement’ - a statement which sets out a broad strategic direction for the Gatwick Diamond area and establishes a framework for cooperation between local authorities on planning and development issues which cross local authority boundaries. An associated Memorandum of Understanding sets out the mechanisms through which future cooperation would take place.

1.3 Horsham District Council is an active member of the Gatwick Diamond Initiative, and officers and Members have worked closely with the other local authorities in preparing both the local strategic statement and the memorandum of understanding. Agreement to the outcome of this work will help to establish a broad strategic approach towards planning and development issues across the Gatwick Diamond area, supporting the Council’s Core Strategy Review, and demonstrating the Council’s continued commitment to joint working on strategic issues which cross local authority boundaries.

Recommendations

The Cabinet is recommended:

i) To recommend to Council that it approves the Gatwick Diamond Local Strategic Statement and the associated Memorandum of Understanding.
Reasons for Recommendations

i) To provide the evidence base to conform with the Government's emerging 'duty to cooperate', which forms part of the Localism Bill and draft National Planning Policy Framework.

Background Papers: Draft Gatwick Diamond Local Strategy Statement and Memorandum of Understanding
Consultation: Chief Executives, Leaders and Portfolio Holders of Gatwick Diamond Authorities and business members of the Gatwick Diamond
Wards affected: All
Contact: Barbara Childs, extension 5181
Background Information

1 Introduction

The purpose of this report

1.1 The purpose of the report is to advise Members on the joint work undertaken to date by the Gatwick Diamond authorities and to approve the Gatwick Diamond Local Strategic Statement and the associated Memorandum of Understanding as evidence of this joint work.

Background/Actions taken to date

1.2 The Gatwick Diamond Initiative was established in 2003 as a business-led public/private partnership. The development of an ‘integrated spatial and economic strategy’ for the Diamond formed part of a work programme agreed by the Initiative in 2009. Emerging legislative changes, and in particular the proposed abolition of regional planning, resulted in a review of the approach being adopted and, earlier this year, representatives of the Local Authorities agreed to the preparation of a ‘Local Strategic Statement’, framed in the context of the new Localism Bill, to help provide a broad strategic direction for the Gatwick Diamond area and address a range of cross boundary planning and economic issues.

1.3 The Statement which has now been produced has four main objectives:
- To provide a broad but consistent strategic direction for the Gatwick Diamond area on planning and economic issues which cross local authority boundaries
- To set out, for the shorter term, how that strategic direction will be translated into change and development
- To establish effective mechanisms for inter-authority cooperation on strategic issues so that longer term decisions made through the local plan making processes are well informed
- To identify those areas where joint working will be prioritised

The associated Memorandum of Understanding establishes the administrative framework within which future cooperation would be set. It is intended to run for a two year period with a review in October 2012 to establish how effective the cooperation has been.

2 Statutory and Policy Background

Statutory background

2.1 The Localism Bill proposes to abolish regional spatial strategies and puts the emphasis on local communities planning from the ‘bottom up’. However, it also recognises that some issues are wider than just one community or one local authority. It therefore also includes a ‘duty to cooperate’ which requires local authorities to “engage constructively, actively and on an ongoing basis” with their neighbours and other relevant organisations on strategic issues.
Relevant Government policy

2.2 The draft National Planning Policy Framework, published for public consultation in July, confirms that public bodies will have a duty to cooperate on planning issues that cross administrative boundaries. It states:

“Local planning authorities will be expected to demonstrate evidence of having successfully cooperated to plan for issues with cross-boundary impacts when their Local Plans are submitted for examination. This could be by way of plans or policies prepared as part of a joint committee, a memorandum of understanding or a jointly prepared strategy which is presented as evidence of an agreed position. Cooperation should be a continuous process of engagement...’

Relevant Council policy

2.3 The Local Strategic Statement will form part of the evidence base in the preparation of this Council’s Core Strategy Review.

3 Details

The Local Strategic Statement

3.1 The Strategic Statement is attached to this report as Appendix A. It is divided into four sections:

- The Strategic Context
- Development and Change over the next 5-10 years
- Planning for the Longer Term
- Delivering the Strategic Direction

3.2 The first section, Strategic Context, provides a background to the Gatwick Diamond and identifies eight central themes which should inform the strategic planning and economic decisions to be taken by each local authority. These are:

- “A flourishing and competitive knowledge based economy with high levels of entrepreneurship, providing sustainable employment and operating in an environment which enables the Diamond to be recognised, nationally and internationally, as one of the top locations for businesses
- Strong, growing and aspirational communities with the skills to access the job opportunities available in the Diamond
- Towns and villages which retain their individual character whilst responding to the demographic and economic needs for new housing and providing a sustainable environment for local communities to live and work in
- Regeneration of areas which need change and improvement to meet modern expectations
- A sustainable transport system which gives good access to Gatwick Airport, the main centres of employment and the larger town centres
- Access to superfast broadband throughout the Diamond
- An attractive rural environment which complements the towns and villages and which is readily accessible to those who live and work in the larger towns
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- An overarching determination that development is sustainable and that the carbon footprint of the Diamond is reduced”.

3.3 The second section considers development and change over the next 5-10 years in the context of the eight central themes. It is drawn from and develops existing policies and strategies and takes into account commitments which have already been made. The Statement reiterates the importance of Crawley and Gatwick as the primary focus for business development and identifies the potential for regeneration and improvement of established business areas such as Manor Royal. The changing role of Crawley Town Centre is also acknowledged. Existing commitments, such as the new neighbourhoods to the north east and west of Crawley (Kilnwood Vale) and at Horley, mean that the focus for residential development over the next 5-10 years is also expected to be towards the centre of the Gatwick Diamond. However, other developments are planned, as to the West of Horsham and further development in sustainable locations elsewhere in the Diamond are not ruled out.

3.4 The third section considers the longer term and the strategic issues which will need to be addressed. The Statement does not seek to resolve these issues at this stage, nor, given the need for an approach which fully takes into account local needs and aspirations, would it be appropriate for it to do this. However it does set out how the local authorities will work together to reach a joint view and provides a set of agreed guiding principles. It supports the growth of a 'knowledge-based' economy through development at sustainable locations in the Gatwick Diamond and allows for the possibility of a new science/technology park or parks. It does not seek to establish the amount of new housing which will be needed, but does indicate that, across the Diamond area and to the extent that this is compatible with the character of and local aspirations for the individual towns and villages, local authorities will seek to secure sufficient housing to meet the needs of those who live or work in the area, including needs arising from a repositioned Gatwick Diamond economy. It proposes further joint work on transport and infrastructure and, for Gatwick Airport, recognises that safeguarding for a possible second runway should continue until new government policies are formally in place. Joint working on issues relating to the countryside and the development of a low carbon economy are also proposed.

3.5 The final section sets out a timetable for how and when the local authorities will work together to resolve the longer term issues.

Memorandum of Understanding

3.6 The Memorandum of Understanding, attached as Appendix B would take effect from the date it is signed to October 2013, and is intended to be signed by all six District/Borough Council and the two County Councils in the Gatwick Diamond. It commits these local authorities to:

- Preparing, maintaining and updating the Gatwick Diamond Strategy, and its delivery programme;
- Notifying each other and the Chairman of the ‘Grow Group’ of the Gatwick Diamond Initiative of any consultations on Local Plan or other relevant policy documents;
- Notifying the Chairman of the ‘Grow Group’ of any major planning applications that could have a significant impact on the Gatwick Diamond;
Meeting to discuss any issues that arise from these consultations, and taking into account the views of partners to the memorandum; and
Meeting at Member level at least twice yearly to review the Strategy and work programme.

4 Next Steps

4.1 The Localism Bill heralds a significant change in the way local authorities plan for the future of their areas. In the absence of regional plans, the onus will fall directly on local authorities, working closely with their local communities, to establish through their local plans the scale, nature and location of new development. However, as the Bill recognises, spatial and economic planning cannot be considered solely within local authority areas and there will need to be effective cooperation between local authorities if wider strategic issues are to be properly addressed.

4.2 The Local Strategic Statement and its associated Memorandum of Understanding represent a significant step towards meeting both the requirement and the spirit of the proposed legislation. The Statement provides a broad strategic direction for the Gatwick Diamond area without imposing top-down targets or pre-empting detailed decisions on the location or scale of new development, whilst the Memorandum of Understanding provides a framework within which the local authorities can continue to work together to address longer term strategic issues.

4.3 The strategic direction proposed is in line with the approach currently being adopted by the Council and can be supported. This does not mean that the resolution of longer term strategic issues will be without its challenges. Issues to do with the scale, nature and location of development will continue to prove controversial and the local authorities will need to work closely together if solutions are to be secured which meet both local and strategic needs and aspirations. In this respect, it will be the work which flows out of the Strategic Statement as much as the Statement itself which will determine the success of the approach being adopted.

5 Outcome of Consultations

5.1 Comments from the Leader and Cabinet Member for Living and Working Communities have been taken into account in the preparation of this draft Local Strategic Statement as have those of the other member authorities.

5.2 Preparation of the Statement was informed by a Stakeholder Workshop held in July 2010 and local authorities outside but adjoining the Gatwick Diamond have been consulted. However, it is anticipated that the direction set out in the Statement will be more fully tested through the local planning processes of each local authority.

6 Other Courses of Action Considered but Rejected

6.1 Two other options have been considered:

• to decline to sign up to the Local Strategic Statement and/or Memorandum of Understanding. This would make it difficult to demonstrate at the
examination into the Local Plan that the authority has complied with the ‘duty to cooperate’.

- To seek amendments to the Statement. This would require agreement by all the other authorities to changes in a document which has already been the subject of considerable negotiation to create wording which, it was considered, would be acceptable to all parties.

7 **Staffing Consequences**

7.1 The arrangements for joint working will involve staff time. This would have been needed to meet the requirements of the emerging legislation and can be met from existing budgets. The Memorandum of Understanding, whilst a commitment, is not legally binding,

8 **Financial Consequences**

8.1 There are no additional resource implications arising from the recommendations in this report.
## Appendix 1

### Consequences of the Proposed Action

<table>
<thead>
<tr>
<th>What are the risks associated with the proposal?</th>
<th>In the context of emerging legislation, the Statement represents only the first stage of co-operation between the Gatwick Diamond local authorities. However, without the Statement and its associated Memorandum of Understanding, there is a risk that, at a future examination of its local plan, the Council would be unable to demonstrate that it had met the ‘duty to cooperate’ proposed in the Localism Bill.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk Assessment attached Yes/No</td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to reduce Crime and Disorder?</td>
<td>The Statement supports the promotion of a strong and diverse economy, its focus on the quality of the living environment, its recognition of the need to enhance skill levels, its support for improved transport and its commitment to sustainable development will all contribute to living in a harmonious society.</td>
</tr>
<tr>
<td>How will the proposal help to promote Human Rights?</td>
<td>This Council has a positive obligation to ensure that respect for human rights is at the core of its day to day work and must in particular consider Article 6 (Determination of Civil Rights), 8 (A Right to Family Life etc), Article 1 of the First Protocol (Right to Property). The preparation of a Local Development Document and the involvement of the community at each stage will potentially contribute to improving the quality of life in the District and will therefore have a positive impact on human rights.</td>
</tr>
<tr>
<td>What is the impact of the proposal on Equality and Diversity?</td>
<td>See attached assessment (Appendix C).</td>
</tr>
<tr>
<td>Equalities Impact Assessment attached Yes</td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to promote Sustainability?</td>
<td>The Statement seeks to address the need for growth and development in ways which address the potential environmental impacts. An emphasis is placed on ‘smart’ economic growth - growth which makes best use of the physical, human and technological resources available to the Area, and which increases output and productivity without damaging quality of life or the environment – and on sustainable locations for development. Particular attention is paid to the role of the countryside within the Gatwick Diamond and the opportunities for joint working towards a lower carbon economy.</td>
</tr>
</tbody>
</table>
SECTION 1: WORKING TOGETHER - DEVELOPING THE STRATEGIC CONTEXT

1. INTRODUCTION

1.1 With Gatwick Airport at its heart, the ‘Gatwick Diamond’ is well known for the quality of its living environment and the strength of its local economy. Stretching from the southern edge of London to the northern boundaries of Brighton and Hove, the Diamond extends over a range of towns and villages, set in attractive countryside. Planning for the growth and development of the area presents the local authorities with significant challenges as they seek to protect the character and environment of the area, whilst meeting the needs of their communities in terms of economic, social and housing opportunity.

1.2 The Gatwick Diamond Initiative, set up in 2003 and now a well established public/private partnership, has provided a forum within which the local authorities could debate the strategic issues which link their communities together. This ‘Local Strategic Statement’ builds on the joint working of recent years. It has been framed in the context of the new Localism Bill and the duties and responsibilities proposed, particularly for local authorities. In particular it responds to the proposed ‘duty to cooperate’ with respect to the planning of sustainable development.

1.3 The Statement has four main objectives:
   - To provide a broad but consistent strategic direction for the Gatwick Diamond area on planning and economic issues which cross local authority boundaries
   - To set out, for the shorter term, how that strategic direction will be translated into change and development
   - To establish effective mechanisms for inter-authority cooperation on strategic issues so that longer term decisions made through the local plan making processes are well informed
   - To identify those areas where joint working will be prioritised

1.4 Unlike the current regional plan, the Local Strategic Statement does not seek to impose top-down targets or pre-empt detailed decisions on the location or scale of new development. Rather it looks to build on an understanding of local needs and aspirations, enhancing cross-boundary cooperation, providing a framework which assists local communities in their decision making on planning and economic issues and supporting emerging plans and local development frameworks.

1.5 The Statement has been developed with the benefit of the views expressed at a stakeholders’ workshop in July 2010. However, it has not been the subject of full public consultation, nor, as yet, has an environmental assessment been completed. At this stage, its weight in the planning process can, therefore, only be limited. It is intended that the direction set out in the Statement will be more fully tested through the local planning processes of each local authority.
1.6 The Statement is divided into four sections. The first provides a broad background to the Gatwick Diamond and identifies eight key themes around which the Statement is structured; the second sets out, for the shorter term, a strategic approach with respect to issues on which there is already a broad consensus; the third addresses the longer term and issues which will require further joint working and cooperation before a clear strategic direction can be established; and the fourth sets out a broad programme for delivering the approach established by the Statement.

2. THE GATWICK DIAMOND TODAY

2.1 The Gatwick Diamond does not have any formal boundaries but is broadly defined by a diamond-shaped area stretching between London and Brighton and extending west to Horsham and east to East Grinstead. It includes parts of two counties (West Sussex and Surrey), incorporating the Boroughs of Crawley and Reigate and Banstead and large parts of Horsham, Mid Sussex, Mole Valley and Tandridge Districts.

2.2 Although the Gatwick Diamond is often seen as a single economic area, it comprises places with very different characters and very different roles. This diversity is one of the Diamond’s key characteristics. The strength of the relationship between different parts of the Diamond also varies widely. Some are closely linked through the nature of the economy; others, particularly those towards the edges of the Diamond, may play an important role in the Diamond but also have strong links with other places such as Brighton, Croydon and the wider metropolitan area of London. Those linkages are reflected in the incorporation of the Diamond into the wider Coast to Capital
Local Enterprise Partnership, which includes both Brighton and Croydon, and the proposed Surrey Local Enterprise Partnership, ‘Surrey Connects’.

2.3 The Gatwick Diamond is acknowledged for its strengths both as a place to live and as a place to work. Its location, with Gatwick Airport at its centre and with high quality road and rail connections to London, Brighton and the wider South East, has been recognised in successive studies as a key factor in its attraction for businesses and residents alike. Proximity to the Airport and connectivity have helped create the conditions which have enabled the Diamond to grow as a national and international business location, whilst the variety of towns and villages has resulted in living environments suitable for those who look to work locally as well as those who commute longer distances for their work.

2.4 At the strategic level, however, there are significant issues which will need to be addressed if the prosperity of the area is to be maintained and enhanced.

- The Diamond’s economy is experiencing greater competition from other locations in the South East and is underperforming particularly with respect to its attraction of higher skilled activities from the knowledge economy
- An ongoing supply of suitable land and premises is needed to meet the demands of a changing economy
- Higher skill levels, and aspirations to those levels, are below average within the largest town, Crawley, and in pockets elsewhere
- New housing is needed to meet the expectations of a changing population but significant new development could, in some cases, change the character of towns and villages making them less attractive places in which to live and work
- Transport links have become increasingly congested and will require investment if the potential of the area is to be met
- Town centres meet day to day needs but, particularly for shopping, people have to travel out of the Diamond to obtain the quality of opportunities delivered by regional centres such as Bluewater, Kingston, Guildford and Brighton
- The countryside, whilst an attractive and much valued resource, needs to be safeguarded if it is to maintain and strengthen its role
- Climate change and longer term issues of energy supply will require a concerted approach both within and across local authority boundaries

3. THE GATWICK DIAMOND IN THE FUTURE

3.1 The current vision for the Gatwick Diamond, agreed by all the partners, is that:

‘by 2016 the Gatwick Diamond will be a world-class, internationally recognised business location achieving sustainable prosperity.’

At the heart of this vision is an area which has a flourishing knowledge intensive economy, developed under ‘smart growth’ principles - growth which makes best use of the physical, human and technological resources available to the Area, which increases output and productivity without damaging quality of life or the environment, and which encourages innovation, creativity and entrepreneurship. This is a vision which is echoed by the core objectives for the wider Coast to Capital Local Enterprise Partnership which have at their heart measures to improve the longer term competitive health of an economy
which already has a strong emphasis on international growth and entrepreneurship.

3.2 This Local Strategic Statement, however, looks further into the future in order to help define the way in which the area should develop over the next 15 to 20 years, the period over which local authorities are or will soon be planning. Moreover, whilst the economy remains a core element, the Statement has a much wider remit, bringing together, at a strategic level, the various aspects which contribute to the quality of life of the Gatwick Diamond,

3.3 This approach reflects the outputs from the Stakeholder Workshop in July 2010. Stakeholders continued to identify the economy as a driving force for the area but this was balanced by a recognition of the other issues which need to be addressed as part of any vision for the area - the way in which new housing is delivered so that the Diamond can continue to meet the needs of those who live here and those who work here; the way in which the countryside is managed to strengthen the urban/rural mix which is one of the Diamond’s biggest attributes; the way in which transport, education and other elements of the social and physical infrastructure are provided; and the challenges of securing a living and working environment which is genuinely sustainable for the long term.

3.4 The Statement has therefore been structured around eight central themes which together provide a framework which informs the strategic planning and economic decisions to be taken by each local authority:

- A flourishing and competitive knowledge based economy with high levels of entrepreneurship, providing sustainable employment and operating in an environment which enables the Diamond to be recognised, nationally and internationally, as one of the top locations for businesses
- Strong, growing and aspirational communities with the skills to access the job opportunities available in the Diamond
- Towns and villages which retain their individual character whilst responding to the demographic and economic needs for new housing and providing a sustainable environment for local communities to live and work in
- Regeneration of areas which need change and improvement to meet modern expectations
- A sustainable transport system which gives good access to Gatwick Airport, the main centres of employment and the larger town centres
- Access to superfast broadband throughout the Diamond
- An attractive rural environment which complements the towns and villages and which is readily accessible to those who live and work in the larger towns
- An overarching determination that development is sustainable and that the carbon footprint of the Diamond is reduced

SECTION 2: STRATEGIC DIRECTION – DEVELOPMENT AND CHANGE OVER THE NEXT FIVE TO TEN YEARS
4. BUILDING THE DIAMOND ECONOMY

A flourishing and competitive knowledge based economy with high levels of entrepreneurship, providing sustainable employment and operating in an environment which enables the Diamond to be recognised, nationally and internationally, as one of the top locations for businesses

Regeneration of areas which need change and improvement to meet modern expectations

4.1 The Gatwick Diamond is generally viewed as having a relatively strong economy, performing well against a number of key indicators when compared with the South East and Great Britain as a whole. Productivity (Gross Value Added (GVA) per worker) is high, economic activity rates are high, and the ratio of jobs to people is high.

4.2 However, whilst performance is reasonably strong, a number of indicators suggest that the Diamond may not be maintaining its relative position. Since 1999 growth in GVA has been below the South East average; a lower proportion of the workforce is engaged in knowledge based industries; growth in working age population has been and is projected to be comparatively slow; and one of the larger sectors of the economy, transport, is expected to decline in employment terms at least. The most recent assessment, in the North West Sussex Employment Land Review, whilst focussing on the southern part of the Diamond, suggests that demand from knowledge based industries is likely to be limited whereas demand for warehousing and related service industries is likely to be much stronger. The current economic climate means that decision making is more difficult as the need to deliver short term economic recovery, led by those forms of development in the highest demand, has to be balanced against long term objectives which could result in land remaining undeveloped.

A 'knowledge based' economy.

4.3 The Gatwick Diamond vision involves a shift in the structure of the economy with an emphasis on businesses which require higher skill levels, on entrepreneurship and on enterprise. The most recent market analyses continue to suggest that the strongest demand for employment floorspace is likely to be from the warehousing and distribution sector. This alone, however, will not bring about the repositioning sought by the Gatwick Diamond Initiative. If a more knowledge based economy is to be delivered, interventions will need to be sustained over an extended period of time to address some of the perceived weaknesses of the Diamond economy – the local skills base, the availability of high quality sites and premises, opportunities for smaller businesses and 'start ups', the transport infrastructure. Such an approach is made harder at a time when any form of economic development, whether or not it accords with the wider vision, is of value in bringing new jobs and new opportunities.

The Scale of Economic Growth

4.4 Sustained growth of the economy over a long period is at the heart of the Gatwick Diamond Vision. Economic growth has the potential to deliver new and better employment opportunities, a more balanced 'knowledge based'
economy and, more generally, higher levels of prosperity. However, a growing economy also brings with it an increased demand for labour and the potential for 'overheating' with businesses competing for scarce labour or deciding not to locate in the area because of labour shortages. Measures which encourage and enable people to live and work locally can help this. However, it is recognised that economic growth at a level which significantly enhances the Diamond's role in line with its vision will need to be accompanied by some housing growth if there is not to be a significant increase in longer distance commuting.

Primary locations for economic growth

4.5 Given the strength of Crawley/Gatwick as a business location and the concentration of demand there, this area is expected to be the main focus for future economic development, at least in the short and medium term. Redhill/Reigate and, to the edge of the Diamond, Leatherhead, with their locations close to the M25, attract a slightly different business market and are also expected to continue to be important locations for business development. This does not mean that business development in other locations is precluded. In general, that development is likely to reflect the particular attributes of the smaller settlements and support local communities rather than providing strategic employment growth.

Business development opportunities

4.6 Opportunities for new business development exist from within the built-up areas across the Diamond and extensions to existing employment areas will also help to increase the range of opportunities. There is potential, as is being explored in Manor Royal at Crawley, in the corridor between Gatwick Airport and Redhill, and in town centres, to regenerate existing employment areas, creating business environments attractive to a range of knowledge based companies. This will, however, require a strong policy-led approach if, at least in the short term, a stronger demand comes from businesses based around warehousing or distribution.

Local Strategic Direction for the Short to Medium Term

- The Gatwick Diamond Local Authorities will plan for economic growth with employment levels rising to reflect a strengthening and repositioning of the Diamond economy and the character and structure of individual local economies.

- In the short and medium term the primary focus for new business development will be the areas around Crawley and Gatwick, reflecting their existing strength as a business location and the potential for attracting growth to this location.

- Redhill will be the other main focus and will continue to grow.

- Other development reflecting local needs and opportunities will be supported at towns across the area to maintain and strengthen the variety of opportunity which exists.
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In established employment areas, coordinated local policies will seek to secure regeneration and improvement to provide an identity and environment in which a wider range of knowledge based industries can prosper.

5. PEOPLE, PLACES AND COMMUNITIES

Towns and villages which retain their individual character whilst responding to the demographic and economic needs for new housing and providing a sustainable environment for local communities to live and work in

Regeneration of areas which need change and improvement to meet modern expectations

Strong, growing and aspirational communities with the skills to access the job opportunities available in the Diamond

5.1 The most recent estimates from the Office of National Statistics suggest that the Gatwick Diamond (as defined by the six districts and boroughs) had a total population of approximately 662,000 in 2008. This was projected to increase to 789,000 by 2031, an increase of 125,800 or 19%.

5.2 Under emerging legislation, the scale of housing growth will be determined locally. Housing numbers can be expected to reflect a combination of factors such as locally assessed housing needs, development opportunities and constraints, and local community aspirations.

Towns and Villages

5.3 The mixture and quality of living environments within the Gatwick Diamond is one of its great strengths. Whilst, for some, the larger towns with their range of employment opportunities, shops, schools and other services will be the best place to live, for others the character and environment of the smaller towns and villages will be the determining factor. This diversity is critical to the success of the Diamond, allowing people with different lifestyle aspirations to find the right place to live and adding to the range of employment opportunities. In this context the smaller towns and villages are as important to the Diamond as the larger and busier towns such as Crawley and Redhill.

5.4 Although Crawley is the largest settlement, the Diamond lacks a single town centre that can compete effectively with places such as Croydon, Brighton, Kingston, Bluewater and Guildford, particularly in terms of retailing. Crawley is best positioned to fulfil that role and enable local people to access the quality of shopping and services available in other parts of the South East. A change in Crawley's role, as shown in the commitment to the proposed 'Town Centre North' development, has been planned for some time, and remains the preferred approach. The scale of growth should not, however, be such as to prevent other town centres continuing to play an effective role for their local communities. These other town centres have their own character and provide a more local shopping environment which should continue to attract people
even though the largest concentration of regional facilities will be at Crawley. In particular, in recognition of its hub status, Redhill is also acknowledged as a strategic centre of significance which will undergo change of a sub-regional scale in support of the regional role Crawley will perform.

5.5 Outside the town centres there is a rich mix of living environments, strong communities and good service provision. However, there are areas where the quality of the environment or of access to services falls below that to which the community might reasonably aspire. Whilst it may be right to focus on certain key locations for economic development or higher order service provision, it is important that these areas have the opportunity to improve and do not find themselves increasingly divorced from services which contribute directly to the quality of life of those who live there.

Scale of Housing Growth

5.6 Demographic and life style changes will continue to create new households. Similarly if the economy is to grow and new employment is to be created, those employed in the new or expanded businesses will need places to live. If this is not accommodated within the Diamond area, those needs will either go unmet or will have to be met elsewhere, outside the Diamond, or the ambitions for a much improved economy will not be realised. There may be potential to meet some of the needs through more efficient use of the housing stock and some of the needs of the local economy may also be met by increasing the proportion of people who live and work locally (for example by raising skill levels). However, new housebuilding and supporting infrastructure will be needed.

Location of Housing

5.7 There are and will continue to be opportunities to secure new housing from within existing towns and villages. However, taking into account the need to protect the character of the living environment and to secure the type of housing that people will aspire to in coming years, there are likely to be limits to what can be achieved in this way. There are already plans for significant further growth, outside the built up area at Crawley/Horley and Horsham with smaller scale developments elsewhere. These existing commitments, combined with regeneration and other projects within the built up areas, are expected to be the main source of new housing development over the next 5 to 10 years.

Type of Housing

5.8 The type of housing provided in different locations is likely to be determined by reference to local housing studies and the character of individual areas. There will be an ongoing need for affordable housing and, for the short term, Local Investment Plans have been produced to help guide that investment. The Local Authorities will look at how affordable housing can best be delivered to help meet changing priorities. At a strategic level, the move towards a stronger knowledge based economy may also justifiably be matched by the ongoing provision of housing which meets the needs and aspirations of an increasingly skilled workforce.
Skills

5.9 The development of a knowledge based economy is dependant on the availability within the community of the skills needed for this type of work. Whilst across most of the Diamond, skill levels are at or above the national average, they are lower within parts of Crawley and elsewhere, such as in Dorking, Leatherhead and Redhill, there are smaller pockets where problems need to be addressed. Improving skills levels has already been recognised as a major issue by the Gatwick Diamond Initiative and is a core element of the work of the Inspire Group. The ambition is to secure a university centre to act as a catalyst for change, raise aspirations and enable more people to develop the skills needed in a changing economy. With the constraints on Government expenditure, whilst this may remain a long term aim, the strategic direction may need to focus on shorter term initiatives to strengthen the pathways into higher education and to secure a university presence through the collaboration of existing institutions rather than as a stand-alone campus.

Local Strategic Direction for the Short to Medium Term

- The Gatwick Diamond Local Authorities will promote the individual character of its towns and villages, looking to protect their individual character and retain the diversity of places in which people can live and work.
- The role of Crawley Town Centre will be enhanced, enabling it to fulfil a more effective role in competing with major regional centres elsewhere in the South East. Whilst retail-led, the changes should also provide an environment which makes Crawley Town Centre a more attractive place to visit.
- Redhill Town Centre will also undergo significant change to fulfil its role as a sub-regional centre. Redhill will be a thriving town centre which is a prominent commercial location, a competitive retail destination and a great place to live.
- Opportunities will be sought to secure support for and regeneration of those areas, whether within towns or villages, where the environment or the access to services significantly impinges on the quality of life of those who live there.
- Policies will focus on opportunities to enable people to live and work locally, for example by seeking to match the skills of the workforce to the needs of a repositioned economy and by improving public transport access to the major centres of employment, and on opportunities to make better use of the existing housing stock.
- The focus for new housing will be the developments already planned at Crawley, Horley and Horsham, in the existing urban areas and at other accessible locations around the Diamond.
- The mix of housing tenures and housing types will be determined locally but, whilst meeting a wide range of needs across the housing...
market, will take into account the need to provide affordable housing for those who can not readily access the general housing market and the need to provide market housing of a type which meets the needs and expectations of an increasingly skilled workforce.

The Gatwick Diamond Local Authorities and their partners in the Gatwick Diamond Initiative will work with further and higher education bodies and the business communities to help secure funding and opportunities for new and improved pathways to higher skill levels. In the short and medium term the focus will be on opportunities for developing courses and other training opportunities at existing or expanded locations, geared in particular, to the needs of local businesses.

6. TRANSPORT AND COMMUNICATIONS

A sustainable transport system which gives good access to Gatwick Airport, the main centres of employment and the larger town centres

Access to superfast broadband throughout the Diamond

6.1 Increasing congestion on the transport network is an acknowledged issue, and improvement of the transport infrastructure is vital to the success of the Gatwick Diamond. Progress has been made, for example, through the 'Fastway' bus system, and the Thameslink improvements, when delivered, will increase rail capacity and connectivity. However, without a resolution of the transport issues which face the area, the Diamond will not be able to realise its full potential.

6.2 Long-term success is dependent upon good land-use and transport planning, itself related to working closely and building upon existing partnership relationships with the planning authorities and other organisations. These include, for example, hospitals, major employers and other large trip generators, and developers.

6.3 Transport issues were looked at in detail in 2010 by the DaSTS study (Developing a Sustainable Transport Strategy) undertaken under the guidance of the Gatwick Diamond Initiative for the Regional Transport Board and the Department for Transport. The study highlighted three areas on which transport policy should be focused:-

- transport management and policy designed particularly to improve the quality of public transport
- investment in sustainable transport at the regional hubs, Crawley/Gatwick and Reigate/Redhill
- measures to improve strategic links providing connectivity beyond the study area.

If this focus were adopted a lower priority would be attached to other enhancements to the road network or public transport except for specific measures to improve operational efficiency

6.4 High quality access to superfast broadband is increasingly seen as a major factor for businesses and, as work patterns change and more work is done
from home, it is important that this access is widely available across the Diamond.

6.5 Gatwick Airport is and will remain a key driver for the local economy. As the second largest airport in the UK, it is not only a major provider of jobs but also a factor in the location of many businesses. Whilst the Diamond Strategy looks to see a diversification of the economy to give it broader strength in the knowledge based industries, the strength of Gatwick is critical. Although over the years the mix of flights and passengers has changed and will continue to do so as aviation evolves, it continues to play an important role in both business and tourist travel. There is potential for the airport to grow within its capacity as a single runway, two terminal airport, first to 40 million passengers per annum (mppa) and possibly 45 mppa over time.

6.6 Growth at Gatwick within its current configuration as a single runway, two terminal airport has been and will continue to be supported, subject to the ongoing implementation of measures to mitigate the impact of the airport. The Gatwick Diamond Initiative has a longer-term aspiration to improve the business passenger model at the Airport, both in terms of quality and convenience and, to the extent that this can be influenced, the destinations served, now and in the future. It will look to work with the Airport to secure this.

6.7 Alongside the growth of the airport, there will need to be measures to contain its environmental impacts and protect the wider living and working environment of the Gatwick Diamond. A legal agreement is already in place to secure a range of environmental and transport initiatives as the airport grows to 40 mppa and the Airport is committed to reviewing that agreement as that level of throughput is reached.

Local Strategic Direction for the Short to Medium Term

- At a strategic level, transport policies will be focused with the aim of securing
  - investment in sustainable transport to, between and within the two regional hubs.
  - enhanced rail connectivity and reliability to London
  - public transport connectivity to Gatwick and the main urban areas
  - enhancement to the operation of the road network providing strategic access to Gatwick
  - no deterioration of congestion beyond current levels, both in terms of delay and journey time reliability.

- Growth of Gatwick to its maximum capacity as a single runway, two terminal airport will be supported subject to ongoing agreements and commitments to manage the environmental impacts.

- The Gatwick Diamond Local Authorities and their partners in the Gatwick Diamond Initiative will work together and with Gatwick Airport to secure a high quality environment for travellers at the airport and a range of routes which meet the needs of business users as well as those of the wider tourist market.
Partners in the Gatwick Diamond Initiative will continue to work with providers to extend and improve superfast broadband across the Diamond

7. COUNTRYSIDE AND LANDSCAPE

An attractive rural environment which complements the towns and villages and which is readily accessible to those who live and work in the larger towns

7.1 Although most of the people living in the Diamond live in the larger towns, the countryside in which the towns and villages are set is an important component of the overall quality of life provided and is one of the area's economic strengths. Despite the urban pressures experienced by the area, the Diamond retains a range of attractive, and in some cases nationally or internationally important, countryside environments, ranging from the Surrey Hills AONB to the north, through the High Weald AONB to the new South Downs National Park. Large parts of the northern part of the Diamond are also protected by Green Belt policies.

7.2 The Diamond Authorities have already worked together to map green infrastructure across the area, and each of the individual local authorities is or will be working on Green Infrastructure plans which will help to provide a coherent framework for managing the countryside and respect this most important resource. These plans will need to recognise the varied role that the countryside plays, not just as a counterbalance to the urban areas which it surrounds, but as an economy in its own right.

Strategic Direction for the Short and Medium Term

The Gatwick Diamond Local Authorities will look to safeguard and enhance the intrinsic character of the countryside, maintaining the opportunities it provides for employment, recreation and renewable energy.

Greenfield development and loss of countryside will be kept to a minimum.

8. TOWARDS A LOW CARBON ECONOMY

An overarching determination that development is sustainable and that the carbon footprint of the Diamond is reduced

8.1 The challenges of global warming and the need to develop lifestyles and businesses which are sustainable in the long term represent a theme which should run through strategies and policies at all levels. By addressing climate change through the development of a low carbon economy, the Diamond can achieve significant natural, social and economic benefits. The aspiration of the Diamond to minimise its carbon footprint can be addressed through all of
its strategic aims and should be a central theme to future growth and development.

8.2 At a national level, the Climate Change Act enshrines the Government’s commitment to tackle climate change and this is reflected in work being done locally. Individual local authorities are developing initiatives designed to secure more efficient use of energy at home and at work, more sustainable forms of development and the production of less carbon intensive forms of fuel.

8.3 To meet the challenging targets set within the Climate Change Act, it will, amongst other things, be necessary for much wider involvement of the business community, for whom there are significant potential advantages in long term resource efficiency and energy resilience. A low carbon community will only be achieved by moving all sizes of enterprise towards the goal of greater resource efficiency. SMEs across the Diamond are an attractive untapped market ripe for promoting novel resource and cost-saving technologies. A step-change in the engagement of this sector will bring mutual benefits to both suppliers and end-users.

8.4 The Local Authorities and the Gatwick Diamond Initiative are already engaging in a range of cross-boundary projects designed to help reduce carbon emissions, including the sustainable transport initiatives of ‘Easit’ and research into woodfuel energy supplies. This cross-boundary approach to initiatives which benefit from joint working will be sustained.

Strategic Direction for the Short and Medium Term

- The Gatwick Diamond Local Authorities will develop and maintain strategies for securing more sustainable forms of development and a more efficient low carbon economy.

- The Gatwick Diamond Local Authorities will work together and with partners in the Gatwick Diamond Initiative to develop and support innovative projects which help reduce the Diamond's carbon footprint.

SECTION 3: PLANNING FOR THE LONGER TERM

9. JOINT WORKING ON STRATEGIC ISSUES

9.1 The eight themes identified in Section 1 provide a broad strategic context within which the local authorities and their partners can consider the development of planning and economic policies, not just over the next five or ten years but as far ahead as 2031, the time to which new local development frameworks are likely to run. However, there are areas, such as in the delivery of housing and the provision of new business development opportunities, where currently agreed policies and allocations will not be sufficient to resolve the longer term strategic issues which must be faced. Nor, given the scale of change in the planning system, and the importance of securing an approach which genuinely takes into account local needs and aspirations, is it realistic or appropriate to expect that all these issues should be fully resolved at this stage.
9.2 The core strategies of new and emerging local development frameworks will be the primary vehicle through which longer term issues are addressed and the different timescales within which these strategies are being brought forward means that some proposals will emerge sooner than others. The Local Authorities are, however, committed to working together on the key strategic issues, under the umbrella of the Gatwick Diamond Initiative, in order to develop a common understanding and agree what approach should be taken.

**Local Economy**

9.3 With respect to the local economy, the Authorities and their partners in the Gatwick Diamond Initiative recognise that the realisation of jointly shared ambitions requires ongoing dialogue and action. The emphasis will continue to be on ‘smart’ growth, although this does not mean that there may not be opportunities for strategic development at various sustainable locations in the Gatwick Diamond. Local authorities will need to be responsive and flexible in their approach to the opportunities which are available. Alongside work to maintain and improve the existing employment areas so that they are more attractive to modern ‘knowledge based’ businesses and initiatives to secure more effective local supply chains, there will need to be new opportunities, including, potentially, a new strategic business location, to attract businesses which can not reasonably be accommodated within the existing business areas. It is recognised that the Gatwick Diamond lacks the modern, flagship science or technology parks of the type which have been developed in some other parts of the country and which are seen as particularly attractive to national and international investors. A new science or technology park, as outlined in the Gatwick Diamond Futures Plan, would be a valuable additional asset. However it would need to be genuinely complementary to what can be provided from within the existing or extended business areas and its implications with respect to the demand for labour and housing would need to be understood and accepted.

9.4 All parties are agreed that the skills agenda should remain a focus with the long term objective of a university presence within the area.

**People, Places and Communities**

9.5 Similarly, with respect to the living environment of the Diamond, whilst the broad principles are agreed, it is not at this stage appropriate to seek to determine the scale, location and type of new development for the longer term. However, again, the Local Authorities are committed to working together to ensure that their decisions are taken in the context of strategic as well as local issues.

**Countryside and Landscape**

9.6 Work on countryside issues is strongly developed at a local level and the role of the Diamond Initiative is primarily one of support. In this respect, joint working has already started to show the value of mapping green infrastructure at a strategic level and the local authorities will work together to prepare a Diamond-based green infrastructure plan.

**Low Carbon Economy**
9.7 Work on carbon reduction strategies is also developing strongly at a local level and the local authorities will look to coordinate their activities where there is clear added value from working together. Although local circumstances differ from place to place, the pursuit of common goals and the aspirations for secure energy supply, development of decentralised energy networks and co-ordinated cross authority working can bring benefits through economies of scale that may not otherwise be attainable.

9.8 Against this background, the Authorities will, in the future, look at a range of joint initiatives including a more coordinated approach towards the standards set for new development, the preparation of a Diamond based element for the Community Infrastructure Levy to support projects which cross local authority boundaries, the pooling of knowledge and resources to secure more sustainable forms of power generation attuned to the particular potential of the Diamond and the possibility of a joint energy services company (ESCo).

Transport and Infrastructure

9.9 The DaSTS study made recommendations to Government with respect to the major areas for investment for transport. However, in the light of the budget restrictions which are likely to persist into the longer term, it will be necessary to review and refresh investment and priorities for transport and connectivity so that they are grounded in a practical understanding of their prospects for delivery. It should also be possible to extend this work to develop, at the Diamond level, a coordinated approach to a wider range of strategic infrastructure requirements.

9.10 Some issues fall, at least in part, outside the current remit of the Local Authorities. The long term future of Gatwick Airport, and in particular the possibility of a second runway, is likely to be determined through national rather than local policy. Different views are likely to be expressed and the economic, social and environmental effects would require the utmost careful consideration. It is beyond the scope of this Local Strategy Statement to address a matter such as this which involves not just local but national issues. This needs to be the subject of a separate exercise in the context of the current review of Government aviation policy. Again, joint working will help to ensure that issues are fully understood and responses to central government are well informed. The Gatwick Diamond Initiative does, however, have to be mindful of the need to continue safeguarding land for a second runway until national policy has been clarified.

Longer Term Local Strategic Direction

Economy

- Longer term policies and interventions will be designed to support the range of opportunities appropriate for a knowledge based economy of national and international standing. The Gatwick Diamond partners will continue to work together to strengthen the image and branding of business areas to make them more attractive to inward investment and will promote greater linkage between businesses to help improve local supply chains
The Gatwick Diamond Local Authorities will work together:
- to secure ‘smart’ economic growth, focused on sustainable locations within the Gatwick Diamond
- to maintain and improve existing business areas
- to establish the desirability of and location for a new science/technology park or parks, possibly linked to new or improve health or education facilities. The science/technology park or parks will have an environment and target market which clearly sets it or them apart from existing business locations
- to assess the scale, nature and location of any further new employment opportunities that may be needed.

The Gatwick Diamond Initiative will retain and promote its long term aim to secure a university centre.

Towns and Villages

The Gatwick Diamond Local Authorities will seek to maintain a coordinated approach to the review of Town Centres and their roles.

Across the Diamond area and to the extent that it is compatible with the character of and local aspirations for the individual towns and villages, the local authorities will seek to secure sufficient housing and necessary infrastructure to meet the needs of those who live or work in the area, including needs arising from a repositioned Gatwick Diamond economy.

To assist in developing local strategies for housing, the Gatwick Diamond Local Authorities will work together to establish a common understanding of locally generated housing needs so as to provide a sound basis for strategic decisions.

The Gatwick Diamond Local Authorities will work together to consider and agree how locally generated housing needs can best be met.

Transport and Infrastructure

The Gatwick Diamond Local Authorities and their partners in the Gatwick Diamond Initiative will review and update transport investment priorities to take into account local needs and aspirations as they emerge, through work on new local development frameworks and transport plans.

The Gatwick Diamond Local Authorities will share information and views on long term strategic issues relating to government air transport policy.

As directed by national policies, land for a possible second runway will continue to be safeguarded until a full analysis of the issues at both a national and local level has been completed and new government policies are in place.

Building on local and Diamond-wide priorities, the Gatwick Diamond Local Authorities will draw on work already being undertaken in Surrey
and West Sussex to produce a coordinated approach to strategic infrastructure planning.

Countryside

- As part of joint working at a district level, the Gatwick Diamond Local Authorities will develop work already done into a green infrastructure plan for the Gatwick Diamond.

Low Carbon Economy

- The Gatwick Diamond Local Authorities will work together to establish a coordinated approach to the development of a lower carbon economy in areas and on issues where there is clear added value from working across local authority boundaries.

SECTION 4 : DELIVERING THE STRATEGIC DIRECTION

10.1 The primary tool for delivering the strategic direction set out in this statement will be the local development frameworks prepared by individual local authorities. Through these frameworks, the local strategic direction will be tested both for its soundness in the context of the Diamond as a whole and its compatibility with local needs and aspirations. Each authority has its own timetable for preparing or reviewing its core strategy, with several looking to submit new core strategies to the Secretary of State during 2012.

10.2 In its current form, the Statement provides a broad long term direction with respect to the eight central themes. However, as acknowledged from the outset, there are strategic issues which will need to be explored further if the joint working on the planning and development of the Gatwick Diamond is to be successful. The delivery plan set out below summarises how the local authorities intend to work together on priority issues. It includes, where possible, a broad timetable within which they will look to carry out that work, although it is recognised that this timetable will need to be reviewed to reflect new or changed circumstances.

<table>
<thead>
<tr>
<th>Topic Area</th>
<th>Actions</th>
<th>Timescale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Policy Documents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Development Frameworks</td>
<td>Jointly monitor and review emerging core strategies and other LDF documents in the context of the local strategy statement</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Local Strategic Statement</td>
<td>Review and update</td>
<td>July 2012</td>
</tr>
<tr>
<td>Local Economy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Existing Business Areas</td>
<td>Work with partners in the Gatwick Diamond Initiative to establish consistent and complementary approach</td>
<td>May 2012</td>
</tr>
<tr>
<td>Strategic Development Locations</td>
<td>Work to secure an agreed approach towards a strategic business development location/locations</td>
<td>May 2012</td>
</tr>
<tr>
<td>Local Enterprise</td>
<td>Provide information and support to the</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
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Appendix A
DRAFT

<table>
<thead>
<tr>
<th>Towns and Villages</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Locally generated housing needs</td>
<td>Develop a common understanding of local housing needs at a strategic level</td>
<td>October 2011</td>
</tr>
<tr>
<td>Gypsies and Travellers</td>
<td>Work together to assess the needs of gypsies, travellers and travelling showpeople and develop an agreed approach</td>
<td>July 2012</td>
</tr>
<tr>
<td>Meeting housing needs</td>
<td>Seek to agree strategic principles for addressing housing needs</td>
<td>May 2012</td>
</tr>
<tr>
<td>Town Centres</td>
<td>Review hierarchy and role of town centres</td>
<td>July 2013</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Transport and Infrastructure</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Transport Priorities</td>
<td>Review, update and agree strategic priorities</td>
<td>December 2011</td>
</tr>
<tr>
<td>Infrastructure Planning and Community Infrastructure Levy</td>
<td>Work with partners in the Gatwick Diamond Initiative to plan for and agree infrastructure delivery to meet planned growth. Develop, as appropriate, a consistent and complementary approach to CIL charging schedules.</td>
<td>July 2012</td>
</tr>
<tr>
<td>Gatwick</td>
<td>Share views on and assessments of emerging Government policy</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Countryside and Landscape</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Green Infrastructure Plan</td>
<td>Establish Gatwick Diamond Green Infrastructure Plan</td>
<td>July 2013</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Low Carbon Economy</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Initiatives</td>
<td>Establish and agree areas for joint working</td>
<td>December 2011</td>
</tr>
<tr>
<td>Projects</td>
<td>Set up and take forward projects</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

10.3 The Local Strategic Statement has been prepared as part of the work programme of the Gatwick Diamond Initiative and progress will be monitored by the Initiative’s Overview Forum. The Statement and the actions which derive from it form a strategic background to the work of the local authorities, particularly in their role as local planning authorities, and the work programme will therefore be steered by local authority members. The Gatwick Diamond’s Grow Group will be responsible for managing the work which will be taken forward partly through the work of the other Gatwick Diamond groups (Inspire and Connect) but primarily through a project group of local authority officers, supported by the Business Reference Group set up to help develop the Local Strategic Statement.

TBK 25.07.11
INTRODUCTION
This memorandum of understanding establishes a framework for co-operation between the eight ‘Gatwick Diamond’ local authorities with respect to strategic planning and development issues. It is framed within the context of the emerging Localism Bill and the duty to cooperate proposed in Clause 90. It sets out the way in which the authorities will consult one another and work together on matters which affect more than one local authority area.

PARTIES TO THE MEMORANDUM
The Memorandum is agreed by the following Councils:
- Surrey County Council
- West Sussex County Council
- Crawley Borough Council
- Horsham District Council
- Mid Sussex District Council
- Mole Valley District Council
- Reigate and Banstead Borough Council
- Tandridge District Council

LIMITATIONS
The Local Authorities recognise that there will not always be full agreement with respect to all of the issues on which they have agreed to cooperate. For the avoidance of doubt, this Memorandum shall not fetter the discretion of any of the local authorities in the determination of any planning application, or in the exercise of any of its statutory powers and duties, or in its response to consultations, and is not intended to be legally binding.

OBJECTIVES
The Memorandum has the following broad objectives:
- To help secure a broad but consistent approach to strategic planning and development issues across the Gatwick Diamond
- To enable a sharing of information and views and, where appropriate, to facilitate joint working on strategic issues which affect more than one local authority area
- To ensure that the local planning and development policies prepared by each local authority are, where appropriate, informed by the views of other local authorities within the Gatwick Diamond area
- To ensure that decisions on major planning applications which have effects across more than one local authority area are informed by the views of other local authorities within the Gatwick Diamond area

STRATEGIC PLANNING AND DEVELOPMENT ISSUES
The Local Authorities will jointly:
- Prepare, maintain and update a Local Strategic Statement which provides a broad strategic direction for the Gatwick Diamond and establishes areas for inter-authority cooperation on strategic issues
- Develop and implement a programme for jointly addressing strategic planning and development issues
- Maintain liaison with the Local Enterprise Partnership(s) on the work they are undertaking
POLICY DOCUMENTS
Each Local Authority will:

- Notify the Chairman of the Gatwick Diamond Grow Group and the other Local Authorities at each consultation stage in the preparation of its local development documents or, in the case of a County Council, its local transport plan.
- Notify the Chairman of the Gatwick Diamond Grow Group and the other local authorities of consultation on any other policy document which, in its view, would have a significant impact on strategic planning or development within the Gatwick Diamond.
- If requested, meet with and discuss any issues raised by one or more of the other Local Authorities and take into account any views expressed on those issues.

Any response from the Gatwick Diamond will be made by the Chairman of the Gatwick Diamond Overview Group, acting as a representative of the Gatwick Diamond Initiative, independent from the individual local authorities.

DEVELOPMENT CONTROL
Each Local Authority will:

- Notify the Chairman of the Gatwick Diamond Grow Group and the other local authorities of any major planning applications, from within its area or on which it is consulted by a local authority from outside its area, which would, in its view, have a significant impact on the strategic planning and development of the Gatwick Diamond, having particular regard to the Local Strategic Statement agreed by the Councils and
- Take into account any views expressed in determining the application.

Any response from the Gatwick Diamond will be made by the Chairman of the Gatwick Diamond Overview Group as a representative of the Gatwick Diamond who is independent from the individual local authorities.

LIAISON
Member level representatives of the Local Authorities will meet twice yearly, or more frequently when appropriate, in order to:

- Maintain and update the Local Strategic Statement and the joint work programme
- Monitor the preparation of policy documents across the Gatwick Diamond and discuss strategic issues emerging from them
- Review work undertaken jointly by the Gatwick Diamond Local Authorities

The Gatwick Diamond ‘Grow Group’ will oversee joint working between the Local Authorities and will maintain an ‘Officer Working Group’ to take forward an agreed programme.

TIMESCALE
The Memorandum of Understanding is intended to run for a two year period from October 2011 but will be reviewed in October 2012 to establish how effective it has been.

TBK 25.07.11
What are the aims / main purposes of the activity? (Why is it needed? What are the main intended outcomes?)

The Local Strategic Statement is being prepared by the Gatwick Diamond Local Authorities working under the umbrella of the Gatwick Diamond Initiative. It is needed to help secure cooperation between the Local Authorities on strategic planning and development issues and reflects requirements emerging from the Localism Bill and the Draft National Planning Framework.

The main purposes of the Statement are:
- To provide a broad but consistent strategic direction for the Gatwick Diamond area on planning and economic issues which cross local authority boundaries
- To set out, for the shorter term, how that strategic direction will be translated into change and development
- To establish effective mechanisms for inter-authority cooperation on strategic issues so that longer term decisions made through the local plan making processes are well informed
- To identify those areas where joint working will be prioritised

The Statement proposes a strategic direction focussed around eight themes:
- A flourishing and competitive knowledge based economy with high levels of entrepreneurship, providing sustainable employment and operating in an environment which enables the Diamond to be recognised, nationally and internationally, as one of the top locations for businesses
- Strong, growing and aspirational communities with the skills to access the job opportunities available in the Diamond
- Towns and villages which retain their individual character whilst responding to the demographic and economic needs for new housing and providing a sustainable environment for local communities to live and work in
- Regeneration of areas which need change and improvement to meet modern expectations
- A sustainable transport system which gives good access to Gatwick Airport, the main centres of employment and the larger town centres
- Access to superfast broadband throughout the Diamond
- An attractive rural environment which complements the towns and villages and which is readily accessible to those who live and work in the larger towns
- An overarching determination that development is sustainable and that the carbon footprint of the Diamond is reduced
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**Appendix C**

**Equality Impact Assessment**

**What are the main actions and processes involved?**

- Approval of the Statement and an associated Memorandum of Understanding by the Local Authorities
- Delivery of a programme of joint working to address strategic planning and development issues
- Testing of the Strategic Direction through emerging Local Plans
- Consultation and discussion of strategic policies and developments as they emerge

**Who is intended to benefit & who are the main stakeholders?**

(e.g. tenants, residents, customers or staff. How will they benefit?)

<table>
<thead>
<tr>
<th>Local resident communities</th>
<th>Businesses</th>
<th>Future residents and businesses of the Gatwick Diamond</th>
</tr>
</thead>
</table>

A coordinated approach towards strategic planning and development issues across the Gatwick Diamond will help ensure that amount, form and location of new development meets the needs of those who live and work in the area, that the infrastructure needed to support the life of the Diamond is provided, that the environment of the area, both within towns and villages and in the countryside is protected, and that, in a wider context, development is sustainable.

**Have you already consulted on / researched the activity?**

(What consultation has taken place & what were the key findings? What evidence already exists? Are there any gaps that need further investigation? What still needs to be done?)

A stakeholder conference was held in July 2010. There has also been consultation with the local authorities which adjoin the Gatwick Diamond. More detailed local consultation will form part of the work of individual local authorities as they develop their local plans, using the Local Strategic Statement as background, and as more locationally specific proposals emerge.

**Impact on people with a protected characteristic**

(What is the potential impact of the activity? Are the impacts high, medium or low?)

<table>
<thead>
<tr>
<th>Protected characteristics / groups</th>
<th>Is there an impact (Yes / No)</th>
<th>If Yes, what is it and identify whether it is positive or negative</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Age</strong> (older / younger people, children)</td>
<td>Yes</td>
<td><strong>Positive Impact</strong> The strategy will help to secure the delivery of the housing and services needed by people with differing needs. Promotion of the economy will bring new job opportunities for younger as well as older people and the focus on skills development will help younger people access job opportunities available locally.</td>
</tr>
<tr>
<td><strong>Disability</strong> (people with physical / sensory impairment or mental disability)</td>
<td>Yes</td>
<td><strong>Positive Impact</strong> The focus on development in sustainable locations and sustainable transport will benefit those people with disabilities which reduce their ability to travel longer distances and those who are not able to drive or do not have access to a car</td>
</tr>
<tr>
<td>Gender reassignment (the process of transitioning from one gender to another.)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Marriage &amp; civil partnership (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognised for same-sex couples)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Pregnancy &amp; maternity (Pregnancy is the condition of being pregnant &amp; maternity refers to the period after the birth)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Race (ethnicity, colour, nationality or national origins &amp; including gypsies, travellers, refugees &amp; asylum seekers)</td>
<td>Yes  Positive Impact The strategy seeks to respond, in terms of housing delivery, to the demographic needs of the local communities; this provides the opportunity to address the needs of particular groups. A specific process is proposed for liaison across the Diamond area on polices towards the provision of accommodation for gypsies travellers and travelling showpeople</td>
<td></td>
</tr>
<tr>
<td>Religion &amp; belief (religious faith or other group with a recognised belief system)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Sex (male / female)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Sexual orientation (lesbian, gay, bisexual, heterosexual)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Whilst Socio economic disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered</td>
<td>Yes  Positive Impact The Statement recognises that there is a particular need for affordable housing to meet the needs of those who can not be accommodated in the general housing market. Skill levels are recognised and an issue in some parts of the community and the commitment to support the development of new and improved pathways to higher education will help those less able to compete for jobs.</td>
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</tbody>
</table>
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Appendix C

#### What evidence has been used to assess the likely impacts?
(e.g. demographic profiles, research reports, academic research, benchmarking reports, consultation activities, staff surveys, customer surveys, public surveys, complaints, grievances, disciplinary cases, employment tribunal cases, ombudsman cases, media reports)

No formal survey work has been undertaken. As more detailed proposals come forward, particularly through new local plans, individual EqIAs will address the likely impact in more detail.

#### What resource implications are there to deliver actions from this EIA?
(Quantify: people, time, budget, etc.)

None

#### Outcome following initial assessment

<table>
<thead>
<tr>
<th>Does the activity have a <strong>positive</strong> impact on any of the protected groups or contribute to promoting equality, equal opportunities and improving relations within target groups?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Does the activity have a <strong>negative impact</strong> on any of the protected groups, i.e. disadvantage them in any way.</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
</tr>
</tbody>
</table>

#### Decision following initial assessment

| Continue with existing or introduce new / planned activity | Yes | Amend activity based on identified actions | No |

#### Action Plan
(Has the EIA identified any positive or negative impact on any of the protected groups which requires action? E.g. adjustments to the approach or documents, changes to terminology, broadening parameters of policy, etc. If so record any actions to be undertaken and monitored)

<table>
<thead>
<tr>
<th>Impact identified</th>
<th>Action required</th>
<th>Lead Officer</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>No specific action required. EqIA has identified area sin the Local Strategic Statement where future work, future policies and future development proposals could have a positive impact. Review to take place in 12 months as part of review of the work completed to deliver the actions identified in the Local Strategic Statement</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Monitoring & Review

<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of last review or Impact Assessment:</td>
<td></td>
</tr>
<tr>
<td>Date of next 12 month review:</td>
<td>November 2012</td>
</tr>
<tr>
<td>Date of next 3 year Impact Assessment (from the date of this EIA):</td>
<td>September 2014</td>
</tr>
<tr>
<td>Date EIA completed:</td>
<td></td>
</tr>
<tr>
<td>Signed by Person Completing:</td>
<td></td>
</tr>
<tr>
<td>Date Sent to HR and Equalities Team:</td>
<td></td>
</tr>
<tr>
<td>Approved by Director:</td>
<td></td>
</tr>
</tbody>
</table>

NB – The original signed hard copy & an electronic copy should be kept within your Department for audit purposes. Send an electronic copy to the Policy & Equalities Officer in HR & Development. Also, please complete the summary document overleaf. This will be included on the Council’s website.

The EIA Toolkit provides guidance on completing EIAs & HR&D can provide further advice.
Declaration of Air Quality Management Area in Cowfold

Executive Summary

Part IV of the Environment Act 1995 requires local authorities to review and assess current and future air quality in their area against air quality objectives established in the National Air Quality Strategy. Where those objectives are not likely to be met then the local authority is required to designate an Air Quality Management Area (AQMA) at the relevant locations. The local authority must then draw up an Action Plan setting out the measures it intends to take to comply with the air quality objectives within the area covered by the AQMA.

Monitoring undertaken in Cowfold village has indicated that the annual mean concentration of Nitrogen Dioxide is above the air quality objective for that pollutant and it is therefore necessary to declare an AQMA. A draft AQMA was proposed in the Detailed Assessment Report submitted to Defra in March 2011. Following Defra’s acceptance of the report in July 2011 a formal consultation has been undertaken with statutory consultees, local residents and businesses, members, Parish Council and local community organisations.

The purpose of this report is to update members on the outcome of the consultation and for members to determine whether or not to recommend to Council that the boundary of the AQMA is accepted and declared by means of an Order.

Recommendations

The Cabinet is recommended:

i) to approve the Air Quality Management Area in Cowfold as defined in Appendix 2 of this report;

ii) to approve that an Air Quality Management Order be made based on the area defined in Appendix 2 of this report.

Reasons for Recommendations

i) To comply with Part IV of the Environment Act 1995;

ii) to formalise the AQMA and to address air quality issues in Cowfold by means of an Air Quality Action Plan.
Background Papers:– Detailed Assessment Report – Cowfold Air Quality
               Proposed Air Quality Management Area plan for Cowfold
               Consultation Newsletter – July 2011

Consultation:– Statutory consultees, Council Members, Parish Council, local
               residents and businesses, local community partnership.

Wards affected:– Cowfold, Shermanbury and West Grinstead

Contact:– Lisa Hawtin, ext. 5292
Background Information

1. Introduction

The purpose of this report

1.1 The purpose of this report is to seek approval for the boundary of the Air Quality Management Area for Cowfold village in order that the Air Quality Management Order can be declared by Council on the 19th October 2011.

Background/Actions taken to date

1.2 A Detailed Assessment report for Cowfold was submitted to Defra in March 2011. The report presented the results of the most recent monitoring data and identified an area in the centre of the village where the annual mean concentration of nitrogen dioxide (NO₂) was above the national air quality objective for that pollutant. (The air quality objective for NO₂ is an annual average of 40µg/m³). The highest annual mean NO₂ concentration measured in Cowfold in 2010 was 48µg/m³. The areas that were in exceedence of the objective included parts of Bolney Road, Station Road and The Street. No other pollutants were found to be in exceedance of the objectives.

1.3 In accordance with the Council’s statutory obligations under Local Air Quality Management (LAQM) it is necessary to declare an Air Quality Management Area (AQMA). A draft AQMA was submitted and approved in principle by Defra, subject to statutory consultation with all relevant parties.

1.4 Copies of the detailed assessment report were forwarded to statutory consultees and an information newsletter sent to members, parish council, local residents and businesses. The newsletter summarized the report, providing details of monitoring data, identified the areas of exceedance of nitrogen dioxide and asked for feedback on the geographical extent of the proposed AQMA. A copy of the newsletter is presented at Appendix 3. Officers from the Public Health & Licensing Department gave a presentation/question and answer session at a parish meeting in July (open to the public). The consultation period was held over a period of 4 weeks concluding on 31st July 2011.

2. Details

Draft Air Quality Management Area Boundary

2.1 In drawing up a draft AQMA boundary the Public Health department has had regard to both the measured and predicted areas of exceedance (dispersion modelling results at Appendix 4) but also applied an element of judgement and local knowledge to inform the decision. Based on these factors the proposed boundary incorporates the main area of exceedance around The Street, Bolney Road and Station Road essentially following the route of the A272 as it passes through Cowfold village.
### 3. Next Steps

3.1 Once the formal boundary of the AQMA is finalised the AQMA order must be completed within 4 months of publication of the detailed assessment report (date of publication July 2010).

3.2 Following formal designation of the AQMA in Cowfold, preparation of a provisional Air Quality Action Plan will commence in partnership with the Highways Department of West Sussex County Council and local representatives. The Action Plan must be completed and submitted to Defra within 18 months of designation of the AQMA. The Action Plan will be reviewed on an annual basis by means of progress reports.

3.3 Additional monitoring, and in particular the real-time data from the Cowfold automatic nitrogen dioxide monitoring station sited in the centre of Cowfold village, will be reported in a Further Assessment report, required within 12 months of designation of the AQMA. The additional data will be used to confirm the conclusion that an AQMA is required for Cowfold; to verify the assumptions on which the AQMA was based and to refine the boundaries of the AQMA should further areas of exceedance be identified.

### 4. Outcome of Consultations

4.1 The specific purpose of this consultation was to assess views on the geographical extent of the proposed AQMA.

4.2 Consultation documents were sent to the Highways Authority (WSCC), Environment Agency, Primary Care Trust, South Downs National Park Authority, HDC Forward Planning department, adjoining Local Authorities, members and the Parish Council. A total of 123 individual properties and business premises falling within the boundary of the proposed AQMA were consulted by means of direct mailed letter and explanatory newsletter. A further 200 newsletters and associated posters were made available at the Parish Council office and village hall.

4.3 A total of 28 responses were received during the consultation period. These included a mixture of acknowledgements of the proposed AQMA and some more detailed responses identifying specific traffic issues perceived to be affecting air quality in the village. At the time of writing this report, only one of the responses requested extension of the proposed AQMA to include parts of the A281 north and south of the village centre.

4.4 Discussions were held with the Parish and those local residents who queried the proposed area, regarding the rationale for defining the AQMA boundary. The proposed boundary was based primarily on established monitoring data and prediction of areas of pollution exceedances derived from dispersion modelling. The modelled results and the monitored concentrations both confirm that there is a clear exceedance of the objective where the A272 passes through the village. This includes the area between the two roundabout junctions and extends along Bolney Road and Station Road where traffic tends to queue during peak periods. The data shows that nitrogen dioxide concentrations along the A281 north and south of the junction are below the air quality objective, corresponding to a lower traffic volume and a higher average vehicle speed along these road links.
4.5 Given the current evidence from monitoring data we have concluded that there are insufficient air quality grounds on which to recommend extending the boundary of the AQMA at this stage. Further monitoring and dispersion modelling based on 2011 data will be assessed for the Further Assessment report and the boundaries of the AQMA will be reviewed again at that stage.

5. Other Courses of Action Considered but Rejected

5.1 Not to declare the AQMA for Cowfold would mean the Council failing to comply with statutory obligations under Part IV of the Environment Act 1995. It would also mean that the potential public health impacts of nitrogen dioxide concentrations in excess of the national objective level would not be addressed in Cowfold.

5.2 As noted in 4.4 and 4.5 above there was an option to extend the AQMA as requested by some of the consultees. After considering this option, it was concluded there were insufficient air quality grounds to do so and the proposed boundary is both appropriate and defensible. The action planning process will in any case take account of the traffic routes beyond the designated AQMA boundary.

6. Staffing Consequences

6.1 Following declaration of an AQMA, preparation of the Air Quality Action Plan and further monitoring and assessment work will require extra staffing.

6.2 A short term contract for one part time post has been identified at this stage.

7. Financial Consequences

7.1 The existing monitoring network in Cowfold will continue to be funded from existing budgets. Additional funds may be required to expand the diffusion tube network for 2012 onwards at a cost of £400.00 per annum. Continued monitoring is required to inform the Further Assessment stage and to gauge the impact of Action Plan measures on air quality.

7.2 Funding will be required to provide a short term contract for one part time post to assist with the preparation of the Air Quality Action Plan and further monitoring and assessment work. A contractor has already been commissioned until March 2012 as part of the Storrington AQ project. It is recommended that this contract be extended for a further 12 months (April 2012 – April 2013) to assist with the air quality management work for Cowfold at a cost of £8000.00 per annum. If this contract is not renewed and an alternative contractor sought, this cost may be higher.
## Appendix 1

### Consequences of the Proposed Action

<table>
<thead>
<tr>
<th>Consequences of the proposed action on:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Risks</strong></td>
<td>Not to declare the AQMA for Cowfold would mean the Council failing to comply with statutory obligations under Part IV of the Environment Act 1995. It would also mean that the potential public health impacts of nitrogen dioxide concentrations in excess of the national objective level would not be addressed.</td>
</tr>
<tr>
<td>Risk Assessment attached</td>
<td>No</td>
</tr>
<tr>
<td><strong>Crime and Disorder</strong></td>
<td>None</td>
</tr>
<tr>
<td><strong>Equality and Diversity/ Human Rights</strong></td>
<td>No negative impact on the equalities groups was foreseen directly via this report.</td>
</tr>
<tr>
<td>Equalities Impact Assessment attached</td>
<td>No</td>
</tr>
<tr>
<td><strong>Sustainability</strong></td>
<td>Declaration of an Air Quality Management Area precedes development of an air quality action plan specific to the area. Any reduction in traffic emissions resulting from implementation of the action plan could have positive benefits in terms of sustainability.</td>
</tr>
</tbody>
</table>

### Statutory and Policy Background

| Statutory Background | Part IV of the Environment Act 1995  
Local Air Quality Management. |
| Relevant Government policy | Local Air Quality Management Policy Guidance (PG09)  
Local Air Quality Management Technical Guidance LAQM.TG(09)  
Defra |
| Relevant Council policy | None |
AIR QUALITY IN COWFOLD
An Air Quality Management Area for COWFOLD

Issue: June 2011
Newsletter

This newsletter is to let you know about the proposals to declare an Air Quality Management Area (AQMA) in the vicinity of: The Street, Station Road and Bolney Road in Cowfold Village. It will hopefully answer any questions you may have and give you the chance to make comments on the proposal.

What it’s all about?
Horsham District Council has a duty to review and assess air quality in the District on a regular basis.

Why air quality matters?
If your health is good, the levels of air pollution we usually experience in the UK are unlikely to have any serious short-term effects. But when air pollution levels are consistently high, people with lung or heart problems are at greater risk, especially if they are elderly.

Air Quality in Cowfold
The Government has set objectives for seven types of pollutant as indicators of general air quality. In Cowfold levels of one of these air pollutants, nitrogen dioxide (NO₂), was found to be high. Because of this a Detailed Assessment of air quality in Cowfold has been made using computer modelling and local air quality data. This assessment shows that levels of nitrogen dioxide (NO₂) were likely to exceed the objective level in Cowfold. The air quality objective for nitrogen dioxide is an annual average of 40 μg/m³ (microgrammes per cubic metre). The highest annual measured level in Cowfold in 2009 was 45.5 μg/m³. In Cowfold the air pollution is due to the large number of vehicles using the road, combined with the stop/start nature of driving conditions. Although these conditions may also occur in other parts of the District action must be taken when objectives for air pollution are exceeded at locations with “relevant exposure” i.e. places where people live, work or go to school.

Where an assessment indicates that air quality objectives are likely to be breached, the local authority must declare an Air Quality Management Area (AQMA).

What is an Air Quality Management Area?
An AQMA is an area where the Council is aware that there is a problem with air quality. Once an AQMA has been declared the Council must draw up an Air Quality Action Plan (AQAP) showing how the Council will improve air quality.

An Action Plan will be drawn up within the next 12-18 months to work towards reducing levels of nitrogen dioxide in Cowfold. As part of this Action Plan we will be consulting with West Sussex County Council, the Parish Council, the Community groups and other interested parties. We would also like to hear your ideas about how air pollution could be reduced.

How will the AQMA affect me?
Declaration of the AQMA should not affect you. In fact it should bring about long term health benefits as it requires the Council to take actions towards reducing levels of nitrogen dioxide in this area. As air quality improves the AQMA may be reduced in size or removed completely.

A map of the proposed AQMA is shown overleaf. We would welcome your comments on the size and boundary of this area.

Please forward any comments to:
Lisa Hawtin, Environmental Protection Officer Tel 01403 215200 Fax 01403 215461 Horsham District Council, e-mail: lisa.hawtin@horsham.gov.uk Park House, North Street, Horsham, or via our website www.horsham.gov.uk West Sussex RH12 1RL

The closing date for comments is 31st July 2011
Appendix 4:  

2009 modelled annual average concentrations for NO2 (µg/m³) at key receptors. The Street, Junctions with A281, A272 and Station Road.

2009 modelled annual average concentrations for NO2 (µg/m³) at receptors along Station Road (A272).
Executive Summary

This report reviews progress on the Revenue Budget for 2011/12 to July 2011 and the potential impact of changes on future years’ budgets. It highlights that the budget position has not changed significantly since the end of the first quarter, namely that:

- Staff costs are within budget for the four months of the year and the vacancy allowance incorporated in the budget is being achieved.
- Expenditure on Derv, insurance premiums and bed and breakfast accommodation for homeless families is likely to exceed budget.
- Income from planning fees is well in excess of budget but income from car parking is unlikely to achieve the budget.

Recommendations

The Cabinet is recommended to note the contents of this report.

Reasons for Recommendations

To ensure that Cabinet is apprised of the current position on the budget.

Background Papers
Reports to Cabinet 27th January 2011

Consultation
Wards affected
All

Contact
Tony Higgins Ext 5300
Background Information

1 Introduction

The purpose of this report

1.1 This report provides an update of expenditure and income to the end of July 2011 compared to the 2011/12 budget and the impact on future years’ budgets.

Background/Actions taken to date

1.2 The budget for 2011/12 was approved by Council at its meeting in February 2011, as set out below:

<table>
<thead>
<tr>
<th></th>
<th>£000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net expenditure</td>
<td>12,801</td>
</tr>
<tr>
<td>Contribution from reserves</td>
<td>(52)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12,749</strong></td>
</tr>
</tbody>
</table>

To be financed from:

- Government grant: 4,622
- Council tax: 8,127

1.3 As previously reported to Members, New Homes Bonus grant of £378,000 has been awarded for the current year. This money is not ring fenced and will increase the total Council reserves.

2 Details

Expenditure

2.1 Expenditure on salaries, wages and agency staff is within budget for the period April – July 2011, and achieved the budgeted vacancy allowance of £83,333 (one third of the total vacancy allowance of £250,000):

<table>
<thead>
<tr>
<th></th>
<th>2011/12 Actual to July</th>
<th>2011/12 Profiled Budget to July</th>
<th>Variance to end July</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>5,392,851</td>
<td>5,392,947</td>
<td>(96)</td>
</tr>
</tbody>
</table>
Agenda Item 6(e)(i)

2.2 As reported to the last meeting, expenditure on Derv, insurance premiums and bed and breakfast accommodation for homeless families is likely to exceed budget. A large number of budgets are underspent against the profile for the first four months but at this stage it is anticipated that budgets will be spent by the year end.

Income

2.3 Overall income is ahead of budget by the end of July. Car park income remains the main area of concern, while planning fee income is well above budget.

<table>
<thead>
<tr>
<th></th>
<th>2011-12 Gross Inc Actual to July £</th>
<th>2011-12 Original Budget to July £</th>
<th>Variance £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Control &amp; Enforcement</td>
<td>(310,675)</td>
<td>(199,920)</td>
<td>(110,755)</td>
</tr>
<tr>
<td>Building Control</td>
<td>(171,142)</td>
<td>(183,260)</td>
<td>12,118</td>
</tr>
<tr>
<td>Land Charges</td>
<td>(74,115)</td>
<td>(39,588)</td>
<td>(34,131)</td>
</tr>
<tr>
<td>Car Parks Pay &amp; Display</td>
<td>(733,438)</td>
<td>(796,428)</td>
<td>62,990</td>
</tr>
<tr>
<td>Car Park Season Tickets</td>
<td>(157,990)</td>
<td>(176,120)</td>
<td>18,130</td>
</tr>
<tr>
<td>Town Centre Rents</td>
<td>(234,436)</td>
<td>(251,500)</td>
<td>17,064</td>
</tr>
<tr>
<td>Misc Comm &amp; Dom Props Rents</td>
<td>(80,602)</td>
<td>(73,304)</td>
<td>(7,298)</td>
</tr>
<tr>
<td>Interest on Investments</td>
<td>(105,897)</td>
<td>(86,292)</td>
<td>(19,604)</td>
</tr>
<tr>
<td>Trade Refuse Bins</td>
<td>(419,790)</td>
<td>(392588)</td>
<td>(88,689)</td>
</tr>
</tbody>
</table>

3 Next Steps

Implications for this and next year’s budgets

3.1 The adverse movements on budgets in the current year will be taken into account in preparing the budget for 2012/13. This will increase the projected deficit beyond the £1 million forecast in the budget report in February. A report on the Medium Term Financial Strategy from the Director of Corporate Resources will be presented to Council in October.

4 Other Courses of Action Considered but Rejected

4.1 None

5 Staffing Consequences

5.1 There are no staffing consequences from this report

6 Financial Consequences

6.1 These are detailed in the report
### Appendix 1

**Consequences of the Proposed Action**

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the risks associated with the proposal?</td>
<td>Increased expenditure and reduced income may mean that the Council will not meet its original budget for 2011/12</td>
</tr>
<tr>
<td>Risk Assessment attached No</td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to reduce Crime and Disorder?</td>
<td>The report has no impact on crime and disorder</td>
</tr>
<tr>
<td>How will the proposal help to promote Human Rights?</td>
<td>The reporting of financial information of itself has no impact on human rights</td>
</tr>
<tr>
<td>What is the impact of the proposal on Equality and Diversity?</td>
<td>The reporting of financial information of itself has no impact on equality and diversity issues</td>
</tr>
<tr>
<td>Equalities Impact Assessment attached Not relevant</td>
<td></td>
</tr>
<tr>
<td>How will the proposal help to promote Sustainability?</td>
<td>The reporting of financial information of itself has no impact on sustainability issues</td>
</tr>
</tbody>
</table>
The Forward Decision Plan contains details of all decisions that are planned to be taken by the Cabinet in the next four months. It is updated on a regular basis.

<table>
<thead>
<tr>
<th>24th November 2011</th>
<th>26th January 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>The Leader</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Deputy Leader and Cabinet Member for Efficiency &amp; Resources</strong></td>
<td>ICT Disaster Recovery - To include proposals for HDC / CenSus ICT Disaster Recovery following the relocation of the Data Centre to County Hall (North). It will also take into account the opportunities arising from the County-wide ICT Wide Area Network provision (<em>Contact Officer:</em> Peter Dawes 01403 215406 <a href="mailto:peter.dawes@horsham.gov.uk">peter.dawes@horsham.gov.uk</a> / Graham Crossingham 01403 215108 <a href="mailto:graham.crossingham@horsham.gov.uk">graham.crossingham@horsham.gov.uk</a>)</td>
</tr>
<tr>
<td><strong>Cabinet Member for Arts, Heritage &amp; Leisure</strong></td>
<td>Leisure Needs Assessment (LNA): The LNA will provide a robust assessment of existing sport and recreational infrastructure available throughout the District. The purpose of the LNA is to facilitate the effective planning and management of existing and future provision, ensuring it provides good value to the community and reflects best planning practice (<em>Contact Officer:</em> Natalie Brahma-Pearl; Director of Community Services; 01403 215250 <a href="mailto:natalie.brahma-pearl@horsham.gov.uk">natalie.brahma-pearl@horsham.gov.uk</a>)</td>
</tr>
<tr>
<td><strong>Cabinet Member for the Environment</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Cabinet Member for Living &amp; Working Communities</strong></td>
<td></td>
</tr>
<tr>
<td>Agenda Item 8</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>-----------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Cabinet Member for Local Economy</strong></td>
<td>Action Plan for the cultural sector’s contribution to the economy – Proposals for the development of an Action Plan to further encourage and enhance the cultural sector’s contribution to the economy and visitor economy (Contact Officer: Natalie Brahma-Pearl; Director of Community Services; 01403 215250 <a href="mailto:natalie.brahma-pearl@horsham.gov.uk">natalie.brahma-pearl@horsham.gov.uk</a>)</td>
</tr>
<tr>
<td><strong>Cabinet Member for a Safer &amp; Healthier District</strong></td>
<td>Housing Nominations and Allocations Policy - Submission of proposals for policy revisions in response to Localism Bill and redesign process (Contact Officer: Trevor Beadle; Head of Housing &amp; Community Development; 01403 215209 <a href="mailto:trevor.beadle@horsham.gov.uk">trevor.beadle@horsham.gov.uk</a>)</td>
</tr>
<tr>
<td><strong>Director of Corporate Resources</strong></td>
<td>Budget monitoring (Contact Officer: Tony Higgins; Director of Corporate Resources; 01403 215300 <a href="mailto:tony.higgins@horsham.gov.uk">tony.higgins@horsham.gov.uk</a>)</td>
</tr>
</tbody>
</table>