

CWS & Greater Brighton Strategic Planning Board

Monday 13th July 2015

Adur Civic Centre, Shoreham by Sea

Minutes

Attendees

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Cllr Ricky Bower | RB | Arun District Council | Karl Roberts | KR | Arun District Council |
| Cllr Susan Taylor | ST | Chichester DC | Andrew Frost | AF | Chichester District Council |
| Cllr Bryan Turner | BT | Worthing Borough Council | Ian Moody | IM | Adur and Worthing Councils |
| Cllr Pat Beresford | PB | Adur District Council |  |  |  |
| Cllr Andrew MacNaughton | AM | Mid Sussex DC | Claire Tester | CT | Mid Sussex District Council |
| Cllr Gill Mitchell | GM | Brighton & Hove City Council | Liz Hobden | LiH | Brighton & Hove City Council |
|  |  |  | Rob Fraser | RF | Brighton & Hove City Council |
| Cllr John Obrian |  | West Sussex County Council | Darryl Hemmings | DH | West Sussex County Council |
| Cllr Claire Vickers | CV | Horsham DC | Julia Dawe | JD | Horsham DC |
| Cllr Tom Jones | TJ | Lewes District Council | Catherine Jack | CJ | Lewes District Council |
| Lucy Howard | LuH | South Downs National Park Authority | Caroline Wood | CW | Coastal West Sussex Partnership |

Apologies

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| Edward Sheath | Lewes District Council | James Appleton | A&W Councils |
| Guests | | | |
| Catriona Riddell | Planning Consultant |  |  |

**Welcome and Introductions**

Cllr Ricky Bower welcomed the group and introductions were made.

*Minutes and Matters Arising:*

Cllr Bower explained that since the recruitment of a Strategic Planning Adviser had been unsuccessful, Catriona Riddell had been commissioned to undertake the refresh of the Local Strategic Statement (LSS). This approach had been agreed via email by Members over the last few months. Cllr Bower asked the Board to confirm this approach and that A&W would be the accountable body for the commission. **This was unanimously agreed by all Members**

AF asked about the role and if it would be re-advertised. The Board all recognised that recruitment to this type of role would remain challenging so KR proposed that a paper would be brought back to a future Board meeting (possibly January 16) to consider options and determine how to proceed.

Cllr Bower reminded the Board that his term as Chairman was coming to an end and that a new Chair would need to be elected at the next meeting in October. It was suggested that interested Members could speak to KR, CW or Cllr Bower to find out more about the role in the first instance.

**Action** – it was encouraged that all Members consider this opportunity

*A new Member to the Board* – KR introduced a paper that proposed that Horsham DC should be represented at the Board. **This was unanimously supported by Board Members** and Cllr Bower welcomed Cllr Vickers to the Board.

*NLP Reports –* The final version of the reports are available to download from the CWS website (password coastal) The papers were due to be signed off at the Greater Brighton Economic Board on the 14th July. <http://www.coastalwestsussex.org.uk/hidden/private-documents/> and the reports would be used to inform the refresh of the Local Strategic Statement (LSS).

*Refresh of the Local Strategic Statement*

The formal meeting was then closed and Catriona Riddell led the remainder of the meeting which focused on the refresh of the LSS which would now be expanded to include the new geographies of Mid Sussex and Horsham. It was important for the Board to recognise that this was not a fundamental review of the LSS but that further thought should be given to consider a full review in the not too distant future.

It was asked if the whole of Mid Sussex and Horsham should be included in the refresh. Although it was recognised that the settlements in the south had greater connectivity with the coast from the evidence available it would be important to include the whole districts but that the refresh should acknowledge the links to the Gatwick Diamond.

**Action** – Julia Dawe to update the officers about the status of the GD LSS when known.

The focus of the LSS was considered; should more emphasis be given to sectors and skills, how should it recognise government announcements? It was agreed that an emphasis should be on delivery and it should recognise the delivery of schemes where funding has already been allocated.

CR emphasised the important need to demonstrate progress and hence the importance of the Monitoring Framework as this would also support Local Plans.

A requirement to strengthen the Duty to Cooperate was set out in the Governments paper – Fixing the foundations, emphasising a greater requirement for the LSS but recognising that a clear delivery project plan of the more challenging aspects was required.

It was recognised that the NLP evidence didn’t include Horsham but JD offered to enquire if NLP could fill this gap

**Action** – JD to investigate

A discussion took place about the timescales that the refresh should cover. The conclusion was that the Planning Officer Group would consider and make recommendation via the Chair and then via email to the Board Members for agreement.

**Action –** for the POG to consider

Resourcing the work was a key issue and a challenge – individual authorities needed to make sure they could contribute to the process and that the work should be recognised as core. Input would also be needed from Economic Development colleagues. The profile of the LSS and the collaborative work needed to be raised with senior colleagues and it was agreed that a letter should be sent from the Chair to all Chief Executives and Leaders

**Action** – KR to draft and circulate to officers for agreement

A question was raised about the Place Plans that WSCC were developing and how they linked with this work. The work was being led by the Economic Development Team at WSCC and draft plans should be available by September. A Place Plan was being created for each area and Delivery Boards were being established. It was recommended that the LSS would need to take notice of the Place Plans as they may help inform it.

Concern was raised that the Place Plans may duplicate existing work

**Action** – DH to ask WSCC colleagues to make contact with the SDNP regarding the Place Plans and JO’B would encourage stronger links to the LSS.

**Any Other Business**

CW raised a question about a letter that had been sent from Ed Vaizey encouraging LPA’s to support the delivery of superfast broadband when developing Local Plans and considering planning applications. There were a number of good practice models around the country and it was proposed that the POG consider these and other areas where good practice could be shared

**Action** – agenda item at POG

**Next Meeting** – October 12th – 2.00pm to 4.00pm at Worthing Town Hall