

Steering Group Overview Minutes
12th September 2016 7pm STC Offices

Present: JA John Alcock, JD Julie Davies, FB Faustina Bayo AiRS, EM Estelle Maisonnial LDC, FH Fiona House, KB Keith Blackburn, RH Richard Honeyman.

Members of Public (MOP)

Apologies: AL Alan Latham, SD Sylvia Dunn, SMc Sarah McStravick, MB Mark Brown.

Resigned: Carol Campbell, Robert Chambers

Matters arising:

Miscellaneous:

- FB has sent out information to relevant Focus Groups/Group leaders ahead of 5th October Workshop.
- FH said work on website continued.
- Young People: SMc has met with Mercread and they were very enthusiastic. This will be brought up at the Youth Forum which meets next week after the summer break.
- FB meeting with Focus Group leaders and one representative from each group to review any issues and advise where groups should be focussing next week. Has sent out the template report and reminder re objectives.

Housing Allocation

- Clarity sought on precise minimum number of houses required and whether Newlands formed part of the required allocation. It was confirmed that when LDC went through process of strategic allocations Newlands was not available so when it came forward later on it was considered to be a windfall (site). It was explained the LDC Joint Core Strategy Plan Part 1 went through an inspector, including that Newlands was not in the plan. It was said at the last hearing in Dec 2015 that Newlands would be a windfall, which was approved by the Examiner.
- It was explained that LDC has 6000 houses to deliver within the next 15 years, they have managed strategically to allocate c4000, with a further c1200 which LDC have distributed to the communities in the district to fulfil within their neighbourhood plan. This leaves an 800 shortfall which will come from any development that comes forward which meets planning requirements – this is called windfall. Until the Neighbourhood Plan goes past pre-submission stage you are at risk of missing out on these sites not put forward or identified as being classed as windfall. Everything is about evidence and criteria justification – this is what an examiner will look for. If not your Neighbourhood Plan could be rejected or face legal challenge. FB noted we must be careful not to get too focussed on Newlands as another site might come forward that you never thought of and that could also go for windfall. This is why the call for sites is so crucial.
- It was noted that the Neighbourhood Plan can identify where development should be. If we don't, LDC will have to find places within the Town for the new homes required.
- EM noted it is very important that the Neighbourhood Plan get in touch with the Lewes Strategic Housing and Economic Land Availability Assessment (SHELAA) officer because of the timing of the Neighbourhood Plan and LDC Local Plan Part 2 (LPP2). Even if the Neighbourhood Plan goes forward the LDC Planning Officers will still do the assessment for LPP2 as they cannot yet be certain the Neighbourhood Plan will be adopted.
- FB noted that when the Neighbourhood Plan starts to allocate sites we will be looking at the SHELAA sites for Seaford as well as those put forward from other Landowners.
- STC will also be putting forward some sites but not until about mid-October via the same call for sites document as they have to follow the same procedure. Once that is done we have to look at all the evidence. It is assessed against the sustainability appraisal and then it is allocated or not allocated so there is a trail that the examiner can look at and follow- so the Neighbourhood Plan is not just saying we want or do not want that site but making sure it is evidence based.
- KB asked what date LDC expected to complete the allocation of sites for Local Plan part 2. EM said the target date is early 2018, but will be consulting on this in Spring/Summer 2017.
- FB noted the Chair should write to all of those who have submitted sites acknowledging receipt of submission and that will get back to them at a later date with dates for next steps.
- There was a brief discussion about who the statutory consultees were. EM agreed to send an updated list. KB asked if each Focus Group will liaise with Statutory Consultees or if it needed co-ordination. FB said that with Statutory Consultees, it should go via STC Clerk, after approval from Steering Group. The period for consulting with the Statutory Consultees is the scoping report for the "Statutory Appraisal Strategic Environment Assessment" (SASEA) - Scoping Evidence paper is the first step. But you need your evidence first.
- FH noted there were a lot of listed groups within town. Rather than all 5 Focus Groups individually contacting these groups, which could overwhelm them, the list could be sent out to Focus Group Leaders to indicate which groups they want to meet with. Then can liaise to arrange talk at committee or meetings as a group.

MOP

- A request to confirm understanding of the process was asked and this was provided (already covered in notes above).
- A follow up question was asked about what happened if, for example, 177 sites had been found and you couldn't genuinely find anymore. EM explained if you get, for example, 177 allocated sites within the Neighbourhood Plan, and you go to LDC and say we do not have the capacity and you have the right evidence, this will then be presented to the inspector.
- A question was asked about local green space designation. It was explained you have to demonstrate the importance of this criteria because local green space is being quashed so easily when it gets to the (Planning) Inspector. It has to be very strong evidence to be a local green space. However, if using local green space designation to try and block development the examiner will not approve it.
- MOP asked if you prove it with good evidence and if you go out to statutory consultees and they support it that gives you weight. This was agreed.
- It was noted that it was key to explain the Neighbourhood Plan process was years, not months - there is a long process to follow and it has to be done in order.

Finances

- It was noted the Steering Group had finances, certainly sufficient for flyers, banners and venues up to c. April 2017.

Focus Group Reports

- Environment & Countryside: Have met and discussed objectives, sent to FB. Divided work up amongst group- someone's looking at other Neighbourhood Plans, another at Core Strategy. Due to meet in a couple of weeks.
- Housing: Have submitted and received suggestions for further points, which will be reviewed by the group. FB noted the design guide draft will be discussed next week's meeting
- No other reports

Project Plan

- FB said there is a list of tasks to be completed - draft objectives from each Focus Group to reflect achieving the overall vision, and provide examples. To be completed by 19th. Workshop on 5th October.
- 2 key workshops by mid-October in STC Chambers – Business and Young People. Ensure publicity and noted importance of these groups inputting to our work.
- Local Green Spaces report due by 16th November – when meet next week will talk about with Environment leader and there will be a template for them to look at.
- Draft Design guide due by 16th November – when meet next week will talk about with Housing leader and will be looking at type of architecture and design, height, materials used and want to encourage and discourage.

AOB:

- Assets of Community value: you can use the Neighbourhood Plan to identify and consult on it. However, if a site comes up for sale it doesn't guarantee anything if cannot get community to purchase.
- By end of November hold a public open day and display all the drafts for the public to comment.
- Possibly utilise Christmas Magic as a venue to also promote.

Meetings 14th November, 12th December – MB to book

Meeting closed