

Committee Meeting: Full Council

Report of: Town Clerk

Date: 18th February 2016

Subject: Haywards Heath 'Draft' Neighbourhood Plan

Purpose of Report:

1. The purpose of this report is for Members to consider the formal adoption of Haywards Heath Town Council's Draft Neighbourhood Plan.

Summary:

2. Haywards Heath Town Council, in line with the powers bestowed in the Localism Act 2011, has produced a Draft Neighbourhood Plan for Haywards Heath and part of the Ansty and Staplefield Parish (HHNP), which was adopted in draft by the Council on the 26th October 2015, for public consultation. This Plan was subject to a 'section 14' consultation between Monday 2nd November 2015 and Sunday 20th December 2015, which was a legal requirement for the production of the HHNP. The feedback from consultation has been considered by the Council's Planning Working Group and a number of amendments have been made to the HHNP. The following report seeks Members' agreement that the HHNP, with amendments, be formally adopted and be passed to Mid Sussex District Council (MSDC) to enable the next stage of the legal process to be undertaken.

Recommendation(s):

To resolve the recommendations of the Planning Working Group meetings dated 8th February 2016 and 11th February 2016, which is as follows:-

- 1) Members note the amendments to the Haywards Heath Neighbourhood Plan.**
- 2) The Neighbourhood Plan be adopted and signed off for submission to Mid Sussex District Council.**
- 3) The supporting documents (Sustainability Assessment and Strategic Environmental Assessment and Summary Document, Consultation Statement, Basic Conditions Statement, Maps and Appendix 1-5) are updated, in line with the adopted Neighbourhood Plan, under delegated authority to the Town Clerk.**
- 4) The Clerk, in liaison with the Leader and Chairman of the Planning Committee, be authorised to make amendments to the Neighbourhood Plan during the period that Mid Sussex District Council holds the Plan.**

Background and Next Steps

- 3) Members will find attached as Appendix 1 a 'tracked changes' Haywards Heath Neighbourhood Plan (HHNP). The tracked changes present all of the amendments made to the HHNP as a result of the Planning Working Group's (PWG) consideration of the 'section 14' consultation responses. Members have had the database of 'section 14' responses since 29/01/15). The tracked changes HHNP also presents the removal of allocations for the development of Beacon Heights (approved) and Land South of Rocky Lane (in the Planning System).

- 4) The tracked changes HHNP will be supported by an updated version of the database of 'section' 14' responses as Appendix 2, which now includes a response to each representation made by the PWG. The database ties in with the tracked changes HHNP.
- 5) If the draft HHNP is adopted by Full Council, it will then be passed to Mid Sussex District Council (MSDC) who will then;
 - a) Check that the HHNP is in conformity with existing MSDC planning policies.
 - b) Undertake a 'section 14' Habitats Regulations Assessment Screening Report. MSDC have undertaken this work in draft and this is attached as Appendix 3, but they will need to consider the amendments made.
 - c) Undertake a 'Regulation 16 publicity period' through a six week consultation.
 - d) Appoint an examiner if all is order with the HHNP during the processes (a to c).
- 6) As stated Members will find attached for consideration;
 - 1) Appendix 1: Tracked changes copy of the Haywards Heath Neighbourhood Plan;
 - 2) Appendix 2: Database of responses to the 'section 14' consultation and the response of the PWG to each response;
 - 3) Appendix 3: MSDC Habitats Regulations Assessment Screening Report for noting.
- 7) Members will note that there are numerous documents that will be affected by the changes to the HHNP as presented. These documents include;
 - 1) Sustainability Assessment and Strategic Environmental Assessment and Summary Document,
 - 2) Consultation Statement,
 - 3) Basic Conditions Statement,
 - 4) Maps and Appendices 1-5.
- 8) A considerable amount of work has already been undertaken on these documents to incorporate the proposed changes and reflect them in each document, but a final few pieces and a proof read will need to be undertaken after Full Council. It is envisaged that the HHNP will be passed to MSDC in the week commencing 25th February 2016.
- 9) It must be noted that Members are requested to make comment on the changes to the HHNP made as a result of the 'section 14' consultation and are **not** required to make comment on a part of the plan not amended and adopted by Council in October 2015.

Financial Implications

- 10) The Town Council has secured Department of Communities and Local Government funding to assist with the production of the draft Neighbourhood Plan. £20,000 was granted, which Mid Sussex District Council is holding. To date the Council has drawn down £15,594.67 leaving circa £4,000 available, which can be called on when required. It must be noted that the Council's planning consultant has assisted with the 'section 14' work so a bill for his time is pending.

Town Clerk