

## 9<sup>th</sup> Monitoring Report

1<sup>st</sup> April 2012 – 31<sup>st</sup> March 2013



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## **Executive Summary**

This is Mid Sussex District Council's ninth Monitoring Report, reporting on the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013.

The Monitoring Report reviews the progress of the Local Development Framework against the latest data for each sustainability indicator.

Chapter 1 introduces Mid Sussex District and the work on the Local Development Framework. At a meeting of the Council in March 2013, Members approved the proposed submission District Plan and Sustainability Appraisal following the revocation of the South East Plan.

Chapter 2 reports on the latest available data for each of the sustainability indicators and highlights the progress of the indicator in relation to previous monitoring years and relevant targets. Housing completions have increased again (749 housing completions in 2012-2013 compared to 522 during 2011-2012) and there was a decrease in the number of affordable homes completed (108 completed in 2011-2012 compared to 202 during 2011-2012). Another area that saw a significant increase was the number of overnight visitors, with the average rising from 345,000 visits a year in the period 2009–2011 to 495,000 visits a year in the period 2010–2012. There was a marginal decrease in the number of new business start-ups compared to the previous year (695 in 2012 compared to 710 during 2011) and the 2011 decrease in the number of business 'deaths' was not repeated in 2012 with numbers returning to previous levels at 740 (635 in 2011 and 750 in 2010). The number of active enterprises however did increase from 6,910 to 6,990, the highest level since 2005.

Chapter 3 provides additional monitoring notes, including further commentary and data trends for each sustainability indicator where appropriate. This enables a comparison to be made with previous monitoring reports.

## 1.0 Introduction

This is Mid Sussex District Council's ninth Monitoring Report, reporting on the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013. It details the progress of the Local Development Framework (LDF) and monitors the policies contained within it.

The Sustainability Indicators (Appendix 3) have been used as a basis for the monitoring framework and have been developed as the emerging District Plan has progressed. These indicators have remained the same as those used for previous Monitoring Reports although data has been included for several indicators that it was not possible to monitor in previous reports.

### 1.1 Mid Sussex District Context

Mid Sussex District is located in South-East England within the county of West Sussex (Figure 1). The District covers approximately 128 square miles (approximately 334 square kilometres) and is a largely rural District. There are three main towns – Burgess Hill, Haywards Heath and East Grinstead – as well as twenty-five villages and other smaller hamlets.

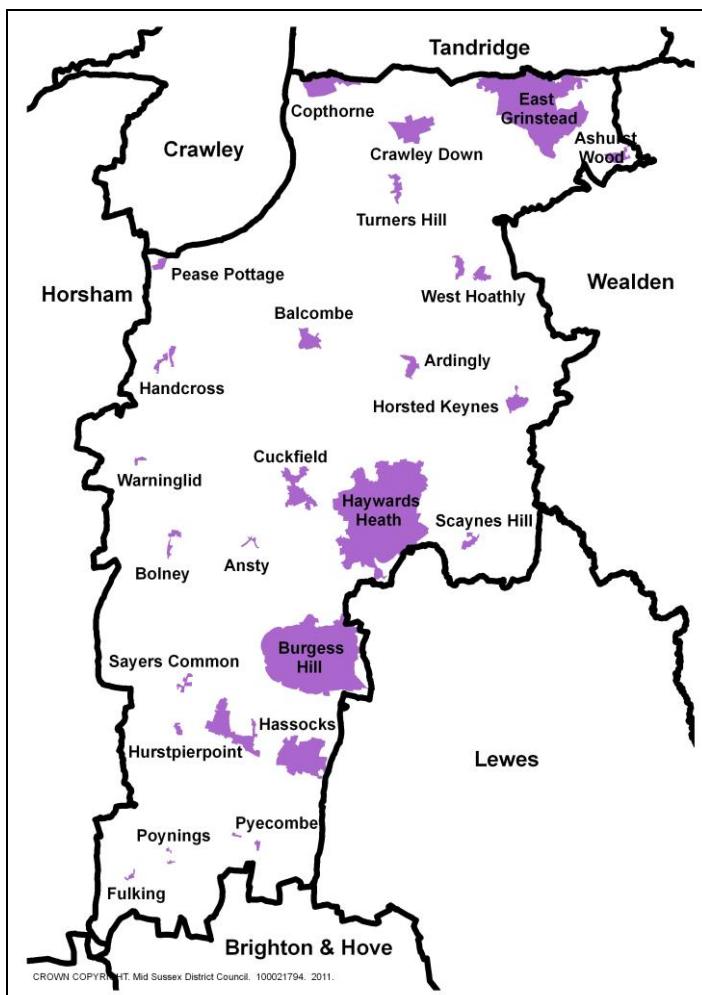


Figure 1: The location of Mid Sussex.

Mid Sussex has a high quality natural and built environment. Around 60% of the District is covered by protected landscape designations – 49% is within the High Weald Area of Outstanding Natural Beauty (AONB) and 11.2% is within the South Downs National Park. Mid Sussex is the tenth most wooded district in the South East and two-thirds of this woodland is classified as ‘ancient’. There is 5,282 hectares of ancient woodland recorded covering 15.9% of the District’s area. The towns and villages of Mid Sussex are also attractive and the historic environment is of a high quality.

The District is subject to a number of significant development constraints. In addition to a large proportion of the District’s area being constrained by the landscape designations above, the proximity of the District to the Ashdown Forest presents a further constraint, a Special Protection Area (SPA) and Special Area of Conservation (SAC). Development within a 7km Zone of Influence, which incorporates the north-eastern part of the District, is likely to have a significant effect on the special conservation features of the Ashdown Forest. SPAs and SACs are European designated sites which affords them enhanced protection. Any proposed plans, projects or activities which may affect the SPA or SAC may only be permitted if detailed assessment has been undertaken to conclude that there would be no adverse effect on the integrity of the Ashdown Forest, both in terms of recreational pressure and atmospheric pollution. The Council is working with partners to develop a strategic approach to protect the Ashdown Forest from recreational pressures and avoid or mitigate any potential adverse effects.

Mid Sussex District is well-connected to the strategic road and rail networks between London and the south coast. Gatwick Airport is close by. This has meant that the local economy is influenced by these factors as well as being within commuting distance to London and the south coast. The District’s location attracts businesses, and as at 2011, there are around 55,000 jobs in Mid Sussex. Just over half (54.4%) of the workforce both live and work in the District and around 45.6% of the total workforce of Mid Sussex work outside of the District.

Mid Sussex benefits from a high standard of living and according to the Index of Multiple Deprivation 2010, Mid Sussex District is one of the least deprived local authorities in the country; it ranks as 315 out of 326. Whilst this indicates that Mid Sussex is not a deprived area, there are some residents and communities in the District that find it difficult to access some services and facilities. In particular, Mid Sussex has a lower (more deprived) score on the health and disability, and barriers to housing and services indicators, when compared to the income and education indicators.

The Sustainability Appraisal for the District Plan provides more detail on baseline information and data for Mid Sussex District.

## **1.2 Progress of the Local Development Framework**

Work on the Local Development Framework throughout 2012/13 focused on the progress of the District Plan towards submission to government. In June 2012 the Council considered work undertaken on the District Plan and endorsed the strategy and direction of the revised draft District Plan following consideration of consultation responses from 2011/12. The Council agreed to adjust its District Plan timetable as the Government’s revocation of the South East Plan had progressed more slowly than anticipated. In March 2013 the South East Plan was formally revoked and the Council approved the proposed submission District Plan for publication and submission to Government. The Council has also produced a number of studies and

reports to inform the Local Development Framework. Full details and a summary document of the evidence are available on the Mid Sussex District Council website at: [www.midsussex.gov.uk/8301.htm](http://www.midsussex.gov.uk/8301.htm).

### **1.3 Proposed Submission District Plan**

The District Plan will be the main planning document used by Mid Sussex District Council when considering planning applications. The proposed submission District Plan sets out a vision for how Mid Sussex wants to evolve and a delivery strategy for how that will be achieved. District Plan progress can be found at: [www.midsussex.gov.uk/districtplan](http://www.midsussex.gov.uk/districtplan).

The District Plan is based on the vision for the District set out in the 'Mid Sussex Sustainable Communities Strategy 2008-18':

*'A thriving and attractive District, a desirable place to live, work and visit. Our aim is to maintain, and where possible, improve the social, economic and environmental well being of our District and the quality of life for all, now and in the future'.*

This vision is underpinned by four priority themes and the strategic objectives for the District Plan take forward the vision and apply it to planning issues.

<b>Priority themes</b>	<b>Strategic Objectives for the District Plan</b>
Protecting and enhancing the environment	<ol style="list-style-type: none"><li>1. To promote sustainable development that makes the best use of resources and increases the 'self-sufficiency' of communities within Mid Sussex, and its ability to adapt to climate change</li><li>2. To promote well located and designed development that reflects our distinctive towns and villages, retains their separate identity and character and prevents coalescence</li><li>3. To protect valued landscapes for their visual, historical and biodiversity qualities</li><li>4. To maintain easily accessible green corridors and spaces around and within the towns and villages to act as wildlife corridors and sustainable transport links</li><li>5. To ensure that development is accompanied by the necessary infrastructure in the right place at the right time that meets needs, supports development and creates sustainable communities</li></ol>
Promoting economic vitality	<ol style="list-style-type: none"><li>6. To promote a place which is attractive to business, and where local enterprise thrives</li><li>7. To provide opportunities for people to live and work within their communities, reducing the need for commuting</li><li>8. To create and maintain town and village centres that are vibrant, attractive and successful and that meet the needs of the community</li><li>9. To support a healthy rural economy in the villages and the countryside</li></ol>

	10. To support and enhance the attractiveness of Mid Sussex as a visitor destination
Ensuring cohesive and safe communities	11. To develop sustainable communities which are safe, healthy and inclusive 12. To provide the amount and type of housing that meets the needs of all sectors of the community 13. To create environments that are accessible to all members of the community
Supporting healthy lifestyles	14. To create places that encourage a healthy and enjoyable lifestyle by the provision of first class cultural and sporting facilities, informal leisure space and the opportunity to walk, cycle or ride to common destinations

#### **1.4 Neighbourhood Plans and Neighbourhood Development Orders**

The Localism Act granted new powers for communities to produce their own neighbourhood plans which, once voted for through a local referendum and adopted by the local authority, become part of the formal development plan used to determine planning applications. By the end of the monitoring year, nineteen of the twenty Mid Sussex parishes located partly or wholly outside of the South Downs National Park had Neighbourhood Plan Area designations approved and were preparing neighbourhood plans.

Authority Monitoring Reports must contain details of neighbourhood plans. No neighbourhood development orders or neighbourhood plans were formally adopted by the District Council over the monitoring year 2012/13.

#### **1.5 Duty to Cooperate**

The Localism Act 2011 (Section 110), updated section 33a of the Planning and Compulsory Purchase Act 2004 and introduced the Duty to Co-operate requirement into the plan making process. This requirement came into force in November 2011. Authorities are also required to give details of actions undertaken relating to co-operation with other bodies, as required by the Town and Country Planning Regulations 2012.

The District Council has long established working relationships with other local authorities and prescribed bodies. The District Council has continued to build on these existing relationships and ways of working to meet its requirements under the Duty to Cooperate. During the monitoring year the District Council has continued to work with other local authorities on a range of strategic and cross-boundary issues including working through partnerships such as the Gatwick Diamond Initiative and the Rural West Sussex Partnership (as part of the Coast to Capital Local Enterprise Partnership). A comprehensive list providing further details of liaison and outcomes with other local authorities and bodies that has occurred during the monitoring year is set out in set out in Appendix 5.

Joint working has been undertaken in a number of areas such as the joint review of the Strategic Housing Market Assessment with Horsham District Council and Crawley Borough Council and ongoing joint working with Natural England and other

local authorities with regard to the Ashdown Forest Special Protection Area and Special Area of Conservation.

## **1.6 Community Involvement**

In October 2011 the Council adopted a new Statement of Community Involvement which sets out how the Council will seek to engage with residents, business and other local organisations in its decision making on planning and other key matters in the District.

During 2012/13 progress on the Local Development Framework was limited due to the anticipated revocation of the South East Plan, which was eventually revoked on 25<sup>th</sup> March 2013. In anticipation the District Council produced a Community Involvement Plan in February 2013 in accordance with the Statement of Community Involvement and that set out the approach for consultation on the proposed submission District Plan which began on 7<sup>th</sup> May 2013.

## **1.7 Data and Monitoring Information**

Many sources of information are used to produce the Monitoring Report. West Sussex County Council provides data for several of the housing and economic indicators, supplemented by the District Council's own monitoring. Other departments within the District Council, government departments and external organisations also provide data. Sources of information are acknowledged in the tables that follow.

There are, however, some challenges in collecting the monitoring information, which mean that there are some data limitations:

- One of the difficulties in collecting the data has been obtaining data at a district level. For example, some data is only available at a county or regional level. Appendix 2 lists indicators with currently no data.
- Several pieces of baseline data have been gained from the Census, and as a full Census is only conducted every ten years, some of this data cannot be monitored on a frequent basis. Data within this monitoring report using Census 2011 data will not be updated in the same form now for a decade.
- Some data is released or collated regularly which is ideal for monitoring purposes. Other datasets are released at longer time intervals. It is important that the task of collecting data is not onerous, and the benefit from collecting it outweighs the time spent doing so.
- As external organisations collect some of the data, Mid Sussex District Council has little control over the spatial and temporal nature of data collected and whether this may change in the future. It is important, for monitoring purposes, that the information is from a reliable source and can be compared with similar data retrieved over time in order for reasonable comparisons/trends to be made.

## **2.0 Monitoring Indicators**

The Monitoring Report presents an analysis of what has been achieved during 2012/13 against the indicators. The sustainability indicators are set out in themes and the tables identify the latest data and its source as well as progress of the indicator in relation to previous monitoring years and relevant targets. Further detail on the monitoring indicators is provided in Chapter 3.

Appendix 2 lists those sustainability indicators where there are currently no available data.

Appendix 1 compares current indicator numbers with their previous reference.

The Sustainability Objectives are from the District Plan Sustainability Appraisal and these are listed in Appendix 3.

The emerging District Plan Policy numbers are references to the policies contained in the submission District Plan. It should be noted that the indicators are not monitoring the effectiveness of the emerging District Plan as it has not yet been adopted, but provide a link to the relevant policy.

### **Key**



Clear increase



Little or no change



Clear decrease



Insufficient or no  
comparable data

## A. HOUSING

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
A1	Housing completions per annum (net)	1	DP5	749	MSDC Monitoring 2013		19
A2	Number of affordable homes completed annually (gross)	1	DP29	108	MSDC Monitoring 2013		19
A3	Number of key worker households delivered annually	1	DP29	33 (low cost home ownership - please note these include FirstBuy completions which would appear as open market units on planning applications but have been since sold through the FirstBuy shared equity scheme.)	MSDC Monitoring 2013		19
A4	Number of affordable housing dwellings completed on rural exception sites	-	DP30	0	MSDC Monitoring 2013		19
A5	Financial contributions towards affordable housing provision	1	DP29	£0 (173 units)	MSDC Monitoring 2013		20

A6	Number of households accepted as full homeless	1	DP28	49	MSDC Monitoring 2013		20
A7	Percentage of new and converted dwellings on previously developed (brownfield) land	7	DP12	55.2%	WSCC Residential Land Availability Survey 2013		20
A8	Density of new developments	17	DP24	<b>2008 – 2011:</b> 37 dwelling per hectare	DCLG Land Use Change Statistics		21

## B. ECONOMY

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
B1	Net increase/ decrease in commercial (Use Classes B1 (b, c), B2, B8) and office (B1 (a) and A2) floorspace	17	DP2	2,611m <sup>2</sup>	WSCC Commercial, Industrial and Leisure Land Availability Survey 2013		21
B2	Percentage of new employment floorspace on previously developed land	7	DP2	90%	WSCC Commercial, Industrial and Leisure Land Availability Survey 2013		21

B3	Employment land available – by type (net)	-	DP2	B1a: 16,167m <sup>2</sup> B1c: 10,333m <sup>2</sup> B1 (Mixed Uses): 15,152m <sup>2</sup> B2: 2,825m <sup>2</sup> B8: 17,436m <sup>2</sup> <b>Total: 61,913m<sup>2</sup></b>	WSCC Commercial, Industrial and Leisure Land Availability Survey 2013		22
B4	Total amount of floorspace for 'town centre uses'	-	DP2	D2: Leisure: 1,200m <sup>2</sup> (gross)	WSCC Commercial, Industrial and Leisure Land Availability Survey 2013		22
B5	Number of new businesses setting up in the District	16	DP2	695	ONS – Business Demography 2012		23
B6	Unemployment	16	DP2	3.4%	Annual Population Survey (Nomis)		24
B7	Average weekly income for those who are employed in the District	16	DP2	<b>2012: £574.70</b>	Annual Survey of Hours and Earnings (Nomis)		24
B8	Percentage of jobs in the tourism sector	18	DP17	<b>2011: 9.1%</b>	Tourism South East	... ...	24
B9	Number of visitors staying overnight	18	DP17	<b>2012: 495,000</b>	Tourism South East		24

## C. SOCIAL

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
C1	Percentage of population of working age qualified to NVQ level 3 or equivalent	4		2012: 60.8%	Annual Population Survey (Nomis)		25
C2	Percentage of adults with poor literacy and numeracy skills	4		2012: 6.1%	Annual Population Survey (Nomis)	■ ■ ■	25
C3	Amount of leisure floorspace (Use Class D2) completed per annum (gross)	6	DP22	1,200m <sup>2</sup> (gross)	WSCC Commercial, Industrial and Leisure Land Availability Survey 2013		25
C4	Financial contributions towards leisure facilities	6	DP22	£466,798 12 agreements	MSDC Monitoring 2013		25
C5	All crime – number of crimes per 1000 residents per annum	5		36.98 per 1000 residents	Sussex Police		26
C6	Number of domestic burglaries per 1000 households	5		5.24 per 1000 households	Sussex Police		26

C7	Number of applications resulting in new, extended or improved health facilities	3	DP18	2	MSDC Monitoring 2013		26
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#### D. TRANSPORT

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
D1	Monetary investment in sustainable transport schemes (value of s106 agreements)	12	DP19	£797,309 19 agreements	MSDC Monitoring 2013		27
D2	Proportion of journeys to work by public transport	8, 12	DP19	<b>2013:</b> 10.4%	Census 2011	■ ■ ■	27

## E. NATURAL ENVIRONMENT

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
E1	Number of properties at risk from flooding, as defined by the Environment Agency	2, 8	DP41	1,441	MSDC GIS	■ ■ ■	28
E2	Number of planning applications approved contrary to advice given by the Environment Agency on flood risk/ flood defence grounds	2	DP41	0	Environment Agency	▬	28
E3	Incidents of major and significant water pollution within the District	14	DP42	0	Environment Agency	↑	28
E4	Number of planning applications approved contrary to advice given by the Environment Agency on water quality issues	14	DP42	0	Environment Agency	▬	28
E5	Condition of internationally and nationally important wildlife and geological sites (SSSI, SPA, SAC, Ramsar)	9	DP14 DP36 DP37	97.6% of SSSIs in favourable or unfavourable but recovering condition	Sussex BRC	↑	28

E6	Number and area of SNCIs and LNRs within the District	9	DP36	50 SNCIs: 1,094.2Ha 6 LNRs: 164.2Ha	Sussex BRC		29
E7	Area of Ancient Woodland within the District	9	DP36	5,302Ha (15.9%)	MSDC GIS		30
E8	Number of planning applications approved contrary to advice given by Natural England on biodiversity issues	9	DP36	0	MSDC Monitoring 2013		30
E9	Open spaces managed to green flag standard	10	DP22	1	MSDC Monitoring 2013		30
E10	Number and area of developments where appropriate remediation of contaminants has taken place	14		2 sites totalling 0.55Ha	MSDC Monitoring 2013		30
E11	Number of Air Quality Management Areas (AQMAs) within the District	12	DP27	1	MSDC Monitoring 2013		30
E12	Number of major developments in National Park/ AONB	10	DP13 DP15 DP16	High Weald AONB: 3 approvals SDNP: 1 approval	MSDC Monitoring 2013		31

## F. BUILT AND HISTORIC ENVIRONMENT

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
F1	Buildings of Grade I and II* and scheduled monuments at risk	11	DP32	2	English Heritage		31
F2	Number of Conservation Areas with appraisals and management proposals	11	DP33	4	MSDC Monitoring 2013		31
F3	Number of listed buildings within the District	11	DP32	1,040	Listed Building Register		31

## G. ENERGY AND SUSTAINABILITY

Indicator Number	Indicator	Sustainability Objective	Emerging District Plan Policy	Latest Data	Data Source	Trend Since Previous Monitoring Year	Page
G1	Number of developments built to BREEAM/ Code for Sustainable Homes Standards	1, 8, 15	DP24 DP38	<b>2007-2013:</b> Design: 517 certificates issued Post Construction: 371 certificates issued	Department for Communities and Local Government		32

G2	Domestic energy consumption per household	15		<b>Mid Sussex 2011:</b> 1,101 GWh	Department for Energy & Climate Change	• • •	32
G3	Percentage of domestic waste that has been recycled	13		30%	MSDC Monitoring 2013	↓	32
G4	Percentage of domestic waste that has been composted	13		11%	MSDC Monitoring 2013	↓	32

### 3.0 Monitoring Notes

Where appropriate, further commentary and data trends for each sustainability indicator are provided in this section.

#### A. HOUSING

##### A1 Previous housing completions (net)

2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
458	611	337	502	480	353	179	522	749

The average annual housing completions from 2004 to 2013 was 466.

##### A2 Gross affordable housing completions

2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
68	104	89	105	158	157	85	202	108

##### A3 Affordable housing by tenure

Monitoring Year	Rented	Low cost home ownership		Total
		Key worker	Non-key worker	
2012-13	75 units	33 units <sup>1</sup>		
2011-12		71 units <sup>1</sup>		
2010-11	67 units	18 units <sup>1</sup>		85 units
2009-10	71 units	11 units	75 units	157 units
2008-09	110 units	16 units	32 units	158 units
2007-08	50 units	24 units	31 units	105 units
2006-07	44 units	19 units	26 units	89 units
2005-06	67 units	10 units	27 units	104 units
2004-05	54 units	14 units		68 units

##### A4 Number of affordable housing dwellings completed on rural exception sites

2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
-	-	0	0	0	0	0	0	0

<sup>1</sup> No longer differentiate between key worker and non-key worker affordable homes as this is no longer a government priority.

#### A5 Financial contributions towards affordable housing provision

Monitoring Year	Financial contribution	Affordable units contribution
2012-13	£0	173
2011-12	£0	64
2010-11	£258,663	164
2009-10	£0	123
2008-09	£0	222
2007-08	£215,665	129
2006-07	£0	100
2005-06	£475,000	103
2004-05	£420,000	31

#### A6 Number of households accepted as full homeless

Monitoring Year	Number of households	Mid Sussex Performance Indicator Target (maximum households)
2012-13	49	
2011-12	38	40
2010-11	46	60
2009-10	32	60
2008-09	26	60
2007-08	40	80
2006-07	65	100
2005-06	58	120
2004-05	76	128

#### A7 New and converted dwellings on previously developed land (gross)

Monitoring Year	Greenfield		Previously developed (brownfield) land	
	Units	% of total	Units	% of total
2012-13	257	44.8	317	55.2
2011-12	337	42.0	465	58.0
2010-11	113	35.6	204	64.4
2009-10	78	20.6	300	79.4

2008-09	191	36.5	333	63.5
2007-08	280	52.3	255	47.7
2006-07	107	25.5	312	74.5
2005-06	177	27.6	465	72.4
2004-05	168	32.3	352	67.7

#### A8 Density of new developments

Period	Dwellings per hectare
2008 - 2011	37
2004 - 2007	37
2000 - 2003	33

### B. ECONOMY

#### B1 Net increase/ decrease in commercial and office floorspace

Use Class		Completions	m <sup>2</sup> (gross)	m <sup>2</sup> (net)
Industrial	B1 (b, c)	0	0	0
	B1 (mixed uses)	0	0	0
	B2	0	0	0
	B8	2	3,119	2,549
Offices	A2	0	0	0
	B1 (a)	1	62	62
<b>Total</b>		<b>3</b>	<b>3,181</b>	<b>2,611</b>

Compared to previous years, these figures show a further decrease in the amount of completions (down from 7 to 3) but an increase in both gross and net floorspace.

#### B2 Total amount of employment floorspace on previously developed land

Monitoring Year	Number of completions (B1, B2, B8 uses)	Total floorspace area (gross)	Number of completions on PDL (B1, B2, B8)	Total PDL floorspace area (gross)	Percentage on PDL
2012-2013	3	3,181m <sup>2</sup>	2	2,852m <sup>2</sup>	90%
2011-2012	7	1,877m <sup>2</sup>	5	1,123m <sup>2</sup>	60%
2010-2011	13	9,040m <sup>2</sup>	10	8,187m <sup>2</sup>	91%
2009-2010	18	6,307m <sup>2</sup>	8	1,734m <sup>2</sup>	27%

2008-2009	22	32,594m <sup>2</sup>	15	9,827m <sup>2</sup>	30%
2007-2008	13	10,784m <sup>2</sup>	7	4,539m <sup>2</sup>	42%
2006-2007	35	17,255m <sup>2</sup>	11	11,189m <sup>2</sup>	64.8%
2005-2006	17	4,492m <sup>2</sup>	11	2,845m <sup>2</sup>	63.3%
2004-2005	29	8,465m <sup>2</sup>	9	5,109m <sup>2</sup>	60.4%

2 permissions were completed on previously developed land totalling 2,852m<sup>2</sup> (gross), which represents 90% of the total completed. These figures represent an increase in total floorspace and an increase in the percentage completed on previously developed land compared to 2011/12, when the equivalent figures were 1,123m<sup>2</sup> and 60% respectively.

### B3 Employment land available – by type

This indicator is defined as sites that are either not yet completed, have extant (existing) planning permission or are allocated for employment use in the Local Plan.

Use	Use Class	Gross Floorspace (m <sup>2</sup> )	Net Floorspace (m <sup>2</sup> )	Site Area (Ha)
Offices	B1a	16,167	14,883	4.49
Light Industry	B1c	10,333	9,655	103.87
Mixed Use	Mixed B1 uses	15,152	14,231	2.31
General Industry	B2	2,825	0	1.88 <sup>2</sup>
Storage and Distribution	B8	17,436	16,866	10.43
<b>Total</b>		<b>61,913</b>	<b>55,635</b>	<b>122.98</b>

This represents an increase in floorspace since 2011-12 when the figure was 45,836m<sup>2</sup>, although not returning to the same level as 2010-11 at 95,632m<sup>2</sup>. The overall site area remains high but it should be noted that 100 hectares relate to Pyecombe Golf Club which only represents 135m<sup>2</sup> of total floorspace.

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<sup>2</sup> This figure has been adjusted from that shown in the Survey report as the site area for Acacia Grove, Copthorne is 1.34Ha and not 1,957Ha as listed in the survey.

#### B4 Town Centre Uses – Completed Retail, Office and Leisure Development

This indicator is defined as the amount of completed floorspace for ‘town centre uses’ within town centre areas and for the remaining district area. For the purposes of this indicator, gross internal floorspace is used and ‘town centre uses’ are defined as Use Class Orders A1, A2, B1a and D2. Where development is for Use Class Order A1, the amount of net tradable floorspace of the total gross internal floorspace is provided (defined as sales space which customers have access to and excluding areas such as storage).

Location	Use Class	Gross Floorspace (m <sup>2</sup> )	Net Floorspace (m <sup>2</sup> )	Site Area (Ha)
Town Centre	D2	0	0	0
In Built Up Area	A1	2,541	-882	1.34
	A2	0	0	0
	B1a	62	62	0.4
Outside Built Up Area	A1	0	0	0
	B1a	0	0	0
	D2	1,200	1,200	10.35
<b>Total</b>		<b>3,803</b>	<b>380</b>	<b>12.09</b>

#### B5 Business Activity in the District

This indicator serves as a guide to the pattern of business start-ups and closures over a 12-month period (1<sup>st</sup> January to 31<sup>st</sup> December<sup>3</sup>) and as a general indicator of size of the business population and economic health and was new for the monitoring year 2008-09. The data for the previous indicator ‘Net stock of businesses setting up in the District’ reported VAT registrations and deregistrations by industry but is no longer published. It has been replaced by a new business demography dataset that shows business ‘births’, ‘deaths’ and the number of active enterprises<sup>4</sup>.

Year	Births	Deaths	Active Enterprises
2012	695	740	6,990
2011	710	635	6,910
2010	665	750	6,725
2009	635	765	6,820
2008	610	620	6,860

<sup>3</sup> Best currently available data to ‘fit’ to MR monitoring period.

<sup>4</sup> A birth is a business that was present in year t, but did not exist in year t-1 or t-2. A death is a business that was present in year t, but no longer present in year t+1 or t+2. It includes PAYE-registered enterprises as well as VAT-registered businesses. The active enterprises had either turnover or employment at any time during the reference period. This dataset has slightly changed since the 2008-09 MR and amended figures are shown in the table above.

The trend identified for 2010 and 2011 has not continued in 2012 with a slight decrease in the number of births of enterprises and an increase in the number of deaths of enterprises. However despite these figures the number of active enterprises has increased for the second year running to the highest level since 2005.

#### **B6 Unemployment**

The unemployment rate for Mid Sussex is 3.4%, which is lower than the average figure for the South East of 6.1%. The claimant count rate is 1.1%, which is lower than the West Sussex average of 1.9% (March 2012).

Monitoring Year	Unemployment – Mid Sussex	Unemployment – South East	JSA Claimants – Mid Sussex	JSA Claimants – South East
2012/13	3.4%	6.1%	1.1%	1.9%
2011/12	3.7%	5.9%	1.4%	2.7%
2010/11	4.2%	5.8%	1.4%	2.5%
2009/10	4.8%	6.3%	1.7%	2.8%

#### **B7 Average weekly income for those who are employed in the District**

Monitoring Year	Average (gross) weekly pay for all full time workers in the District
2012	£574.70
2011	£594.30
2010	£574.60

#### **B8 Percentage of jobs in the tourism sector**

No further comment.

#### **B9 Number of visitors staying overnight**

Sample size issues at local authority level mean that this data is collected through the Great Britain Tourism Survey over three year periods. Total visits for the three year period is divided by three to establish an average annual visitor volume for that period.

Three Year Period	Average Annual Visitor Volume
2010 – 2012	495,000
2009 – 2011	345,000
2008 – 2010	410,000
2007 – 2009	450,000
2006 – 2008	548,000

## C. SOCIAL

### C1 Percentage of population (in Mid Sussex) of working age qualified to NVQ level 3 or equivalent

Monitoring Year	Percentage of population qualified to NVQ level 3 or equivalent
2012	60.8%
2011	64.0%
2010	56.2%
2009	53.8%
2008	54.8%
2007	58.2%

### C2 Percentage of adults with poor literacy and numeracy skills

Monitoring Year	Percentage of adults in Mid Sussex with poor literacy and numeracy skills	South East	Great Britain
2012	6.1%	6.9%	9.7%
2011	Sample size too small for reliable estimate	7.9%	10.6%
2010	Sample size too small for reliable estimate	8.5%	11.3%
2009	4.3%	9.2%	12.3%
2008	7.4%	9.7%	13.5%
2007	3.5%	9.9%	13.3%

### C3 Amount of leisure floorspace (Use Class D2) completed per annum (gross)

Monitoring Year	Gross floorspace (m <sup>2</sup> )	Net floorspace (m <sup>2</sup> )	Site Area (Ha)
2012 - 2013	1,200m <sup>2</sup>	1,200m <sup>2</sup>	10.35
2011 - 2012	0	0	0
2010 - 2011	992	722	0.1022
2009 - 2010	206	206	0.0296
2008 - 2009	216	108	0.06

#### C4 Financial contributions towards leisure facilities

Monitoring Year	Number of Agreements	Financial Contribution
2012 - 2013	12	£466,798
2011 - 2012	13	£469,204
2010 - 2011	24	£993,976
2009 - 2010	17	£412,904
2008 - 2009	22	£877,347
2007 - 2008	22	£1,154,016
2006 - 2007	26	£700,893
2005 - 2006	28	£579,861
2004 - 2005	24	£286,963

#### C5 All crime – number of crimes per 1000 residents per annum

Monitoring Year	Number of Crimes per 1000 residents
2012 - 2013	36.98
2011 - 2012	38.33

Data not monitored in previous reports.

#### C6 Number of domestic burglaries per 1000 households

Monitoring Year	Number of domestic burglaries per 1000 households
2012 - 2013	5.24
2011 - 2012	5.07

Data not monitored in previous reports.

#### C7 Number of applications resulting in new, extended or improved health facilities

Monitoring Year	Number of applications resulting in new, extended or improved health facilities	Financial contributions agreed toward health facilities
2012 - 2013	2	£308,631
2011 - 2012	0	£0

Data not monitored in previous reports. The contributions are to be spent on improvements to health facilities at Northlands Wood or Lindfield Medical Practice and additional healthcare facilities in Burgess Hill if the relevant planning permissions are implemented.

## D. TRANSPORT

### D1 Financial contributions towards sustainable transport measures

Sustainable transport schemes include enhancements to the provision of public transport facilities, cycle ways, traffic calming measures and bus shelters.

Monitoring Year	Number of s106 Agreements Signed	Financial Contribution
2012 - 2013	19	£797,309
2011 - 2012	18	£915,441
2010 - 2011	19	£646,854
2009 - 2010	16	£248,375
2008 - 2009	25	£668,830
2007 - 2008	19	£583,437
2006 - 2007	17	£559,324
2005 - 2006	21	£519,309
2004 - 2005	19	£211,230

### D2 Proportion of journeys to work by public transport

Method of travel to work data shows 10.4% of all journeys to work in Mid Sussex are by train (9.2%), bus (1.1%) or underground/light rail/tram (0.1%). Out of 348 local authorities, Mid Sussex has the 28<sup>th</sup> highest percentage of rail travel (the highest in Sussex) but is 319<sup>th</sup> for bus travel (the lowest in Sussex). Statistics also show 43.3% travelling by car, 7.1% on foot, 1% by bicycle and 9.4% working from home.

## E. NATURAL ENVIRONMENT

### E1 Number of properties at risk from flooding, as defined by the Environment Agency

No further comment.

### E2 Number of planning applications approved contrary to advice given by the Environment Agency on flood risk/ flood defence grounds

No planning application, which had been submitted to Mid Sussex District Council in this monitoring period, was granted planning permission contrary to the Environment Agency's advice on flooding.

**E3 Incidents of major and significant water pollution within the District**

There were no major or significant incidents of water pollution within the District in 2012 or 2013. The last significant incident occurred south of Burgess Hill in July 2011.

**E4 Number of planning applications approved contrary to advice given by the Environment Agency on water quality grounds**

The Environment Agency did not object to any planning applications in 2012/13, which had been submitted to Mid Sussex District Council, on water quality grounds. Therefore, no planning applications were approved contrary to the Environment Agency's advice on water quality issues.

**E5 Condition of internationally and nationally important wildlife and geological sites (SSSI, SPA, SAC, Ramsar)**

Currently, there are no designations within Mid Sussex District boundaries for the following internationally designated areas:

- Ramsar Sites
- Special Protection Areas (SPA)
- Special Areas of Conservation (SAC)

**Sites of Special Scientific Interest (SSSI)**

National designation – there are 13 sites covering 639.7Ha or 1.9% of Mid Sussex. Each SSSI is split into a number of units (42 in total). In 2012/13, 97.6% of SSSI units in Mid Sussex have been found to be in 'favourable' or 'unfavourable but recovering' condition with only one considered to be in 'unfavourable no change' condition and none 'declining' or 'destroyed'.

Monitoring Period	Sites in favourable/ unfavourable but recovering condition
2012 - 2013	97.6%
2011 - 2012	95.2%
2010 - 2011	92.9%
2009 - 2010	92.9%
2008 - 2009	92.9%
2007 - 2008	95.2%
2006 - 2007	90.5%
2005 - 2006	86%
2004 - 2005	70%

**Area of Outstanding Natural Beauty (AONB)/ National Park**

National designation – 49% of the District (16,356 Ha) is covered by land designated within the High Weald AONB. The South Downs National Park covers 3,737 Ha (11.2% of the District).

## E6 Condition of locally important wildlife and geological sites (SNCI, LNR)

### Sites of Nature Conservation Importance (SNCI)

Local designation – there are 50 sites within Mid Sussex covering an area of approximately 1,094 Ha (3.3% of the District).

Monitoring Year	Area in Mid Sussex covered by SNCI (Ha)	% of Mid Sussex covered by SNCI
2012 - 2013	1,094.2	3.3%
2011 - 2012	1,094.2	3.3%
2010 - 2011	1,094.3	3.3%
2009 - 2010	1,102.73	3.3%
2008 - 2009	1,102.29	3.3%
2007 - 2008	1,102.29	3.3%
2006 - 2007	1,102.29	3.3%
2005 - 2006	1,102.29	3.3%
2004 - 2005	1,138.6	3.4%

### Local Nature Reserves (LNR)

Local designation – there are 6 sites within the District covering 164 Ha (0.5% of the District).

Monitoring Year	Number of sites in Mid Sussex	Area of LNR in Mid Sussex (Ha)	% of Mid Sussex covered by LNR
2012 - 2013	6	164	0.5%
2011 - 2012	6	158	0.5%
2010 - 2011	6	164	0.5%
2009 - 2010	6	164	0.5%
2008 - 2009	6	164	0.5%
2007 - 2008	5	148	0.4%
2006 - 2007	5	133	0.4%
2005 - 2006	5	133	0.4%
2004 - 2005	5	127	0.4%

## **E7 Ancient Woodland**

Ancient woodland is considered a priority habitat, which is an area of national importance.

<b>Monitoring Year</b>	<b>Area in Mid Sussex covered by Ancient Woodland (Ha)</b>	<b>% of Mid Sussex covered by Ancient Woodland</b>
2012 - 2013	5,302	15.9%
2011 - 2012	5,300	15.9%
2010 - 2011	5,300	15.9%
2009 - 2010	5,327	16.0%
2008 - 2009	5,276	15.8%
2007 - 2008	5,296	15.9%
2006 - 2007	5,296 <sup>5</sup>	15.9%
2005 - 2006	3,989	11.9%
2004 - 2005	4,266	12.8%

## **E8 Number of planning applications approved contrary to advice given by Natural England on biodiversity**

For 2012/13, no planning applications submitted to Mid Sussex District Council were approved contrary to objections raised by Natural England.

## **E9 Open spaces managed to green flag standard**

The following open space is managed to green flag standard:

- Beech Hurst Gardens, Haywards Heath

## **E10 Number and area of developments where appropriate remediation of contaminants has taken place**

Two sites underwent some form of remediation of contaminants during the period 2012/13. The total area of these sites is approximately 0.55Ha, however, remediation was not necessarily carried out over the whole of each site.

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<sup>5</sup> The large increase in the area of ancient woodland reported in 2006-07 was due to a revision of the Ancient Woodland Inventory for Mid Sussex, which was completed in February 2007 by a partnership between Mid Sussex District Council, Natural England, the High Weald AONB Unit and the Forestry Commission. The survey updated the existing ancient woodland inventory and included woodland less than 2Ha in size, which the previous survey did not. The revised survey found 607 previously unrecorded ancient woodlands, adding 1,200Ha to the total of ancient woodlands known to exist in Mid Sussex.

## **E11 Number of Air Quality Management Areas (AQMAs) in the District**

The A273/ B2116 Stonebound Crossroads in Hassocks was declared an Air Quality Management Area in February 2012 due to the levels of nitrogen dioxide caused by the volume of road traffic, the stop start routine of driving conditions at peak times and the topography of the area.

2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
0	0	0	0	0	0	0	1	1

## **E12 Number of major developments in National Park/ AONB**

Monitoring Year	Number of major applications approved in South Downs National Park	Number of major applications approved in High Weald AONB
2012/13	1	3
2011/12	2	

Data not monitored in previous reports. Applications are considered to be major where the site area is over 1 hectare. In addition to the approvals shown above, one application in the AONB was refused (a subsequent appeal was lodged in July 2013) and one application in the National Park was refused.

## **F. BUILT AND HISTORIC ENVIRONMENT**

### **F1 Buildings of Grade I and II\* and scheduled monuments at risk**

As at the 31<sup>st</sup> March 2013, there were two scheduled monuments on the 'at risk' register. The monuments at risk are the motte and bailey castle east of Dean's Mill, Lindfield, which is within the River Ouse Catchment Flood Management Plan area and considered 'at risk' of flooding in a 1% annual probability flood event, and Fairfields in Burgess Hill which was added in 2012/13 and is considered to be in very bad condition.

2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
0	0	0	0	0	0	0	1	2

### **F2 Number of Conservation Areas with appraisals and management proposals**

There are conservation areas appraisals for the following conservation areas in Mid Sussex:

- Cuckfield
- The Heath
- Fulking
- West Hoathly

### **F3 Number of listed buildings within the District**

No further comment.

## **G. ENERGY AND SUSTAINABILITY**

### **G1 Number of developments built to BREEAM/Code for Sustainable Homes Standards**

To the end of March 2012, 437 certificates had been issued for the Design Stage and 168 certificates issued for the Post Construction Stage. In 2012/13 a further 80 Design Stage certificates and 203 Post Construction Stage certificates were issued.

2007-12		2012-13	
Design	Post-Construction	Design	Post-Construction
437	168	80	203

### **G2 Domestic energy consumption**

The total domestic energy consumption in Mid Sussex for 2010 was 1,101GWh.

Monitoring Year	2010
Coal (GWh)	4.5
Manufactured Fuels (GWh)	0.4
Petroleum Products (GWh)	22.8
Natural Gas (GWh)	801.5
Electricity (GWh)	272.0
<b>Total Domestic Energy Consumption (GWh)</b>	<b>1,101.2</b>

### **G3 Recycling domestic waste**

For the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013, 41% of domestic waste was recycled and composted. Of this 41%, 30% was recycled. This represents a slight decrease on last year's figure of 43%.

### **G4 Composting domestic waste**

For the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013, 41% of domestic waste was recycled and composted. Of this 42.96%, 11% was composted. This represents a slight decrease on last year's figure of 11.7%.

**Appendix 1 Previous and current Monitoring Report references conversion table**

<b>Indicator</b>	<b>Previous MR Reference</b>	<b>Current MR Reference</b>
Total amount of additional employment floorspace – by type	Core Indicator 1	B1
Total amount of employment floorspace on previously developed land – by type	Core Indicator 2	B2
Employment land available – by type	Core Indicator 3	B3
Total amount of floorspace for ‘town centre uses’	Core Indicator 4	B4, C3
Plan period and housing targets	Core Indicator 5	
Housing trajectory	Core Indicator 6	A1
New and converted dwellings on previously developed land	Core Indicator 7	A7
New additional pitches (Gypsy and Traveller)	Core Indicator 8	No longer being reported
Gross affordable housing completions	Core Indicator 9	A2
Housing quality – Building for Life Assessments	Core Indicator 10	No longer being reported
Number of planning permission granted contrary to the advice of the Environment Agency on either flood defence grounds or water quality	Core Indicator 11	E2, E4
Change in areas of biodiversity importance	Core Indicator 12	E5, E6
Renewable energy generation	Core Indicator 13	No longer being reported
Business activity in the District	Local Indicator 1	B5
Affordable housing provision	Local Indicator 2	A5
Affordable housing completions by tenure	Local Indicator 3	A3
Households accepted as full homeless	Local Indicator 4	A6

Number of affordable housing dwellings completed on rural exception sites	Local Indicator 5	A4
River quality	Local Indicator 6	No longer being reported
Applications granted contrary to advice given by Natural England on priority species and habitats and/or biodiversity grounds	Local Indicator 7	E8
Sustainable construction	Local Indicator 8	No longer being reported
Air quality	Local Indicator 9	E11
Recycling	Local Indicator 10	G3, G4
Listed buildings	Local Indicator 11	F1
Financial contributions towards sustainable transport measures	Local Indicator 12	D1
Financial contributions towards leisure facilities	Local Indicator 13	C4

## Appendix 2 Monitoring indicators with no data

Indicator	Sustainability Objective	Emerging District Plan Policy
<b>HOUSING</b>		
Private homes made fit or demolished	1	
<b>ECONOMY</b>		
Amount of employment land lost to residential development	17	DP2
GVA (Gross Value Added) per capita	17	DP2
<b>SOCIAL</b>		
Number of applications resulting in the loss of health facilities	3	DP18
Number of developments achieving 'Secured by Design' status	5	DP24
<b>TRANSPORT</b>		
Percentage of new residential developments within 30 minutes public transport time of a GP, hospital or major health centre, primary and secondary school, employment	3, 4, 12	DP19
Average distance the population live from key services	6	DP23
Number/ percentage of permissions that have a green transport plan	12	DP19
<b>NATURAL ENVIRONMENT</b>		
Percentage of new dwellings within 300 metres of accessible green space	3, 10	DP22
Percentage of stretches of watercourses that are compliant with River Quality Objectives	14	DP42
Net gain/ loss of Rights of Way	10	DP20
Amount of Best and Most Versatile Agricultural Land (Grades 1, 2 and 3a) lost to development	7	DP9
Proportion of development in areas of 'high capacity' in landscape terms	10	DP9

<b>ENERGY AND SUSTAINABILITY</b>		
Number of developments using reclaimed/recycled materials in construction	7, 13	DP38
Per capita consumption of water	14	DP38
Number of developments incorporating water efficiency measures	8, 14	DP38
Percentage of electricity consumed that is generated from renewable energy sources	8, 15	DP38 DP39 DP40
Number of new developments incorporating new recycling facilities	13	DP38

### Appendix 3 Sustainability indicators

The Sustainability Appraisal established sustainability objectives and their corresponding indicators. These are:

Social	<b>1</b>	<b>To ensure that everyone has the opportunity to live in a decent, sustainably constructed and affordable home.</b>
		<ul style="list-style-type: none"> <li>- <i>housing completions per annum (net);</i></li> <li>- <i>number of affordable homes completed annually (gross);</i></li> <li>- <i>number of dwellings built to Code for Sustainable Homes standard;</i></li> <li>- <i>number of households accepted as full homeless;</i></li> <li>- <i>private dwellings made fit or demolished;</i></li> <li>- <i>financial contributions towards affordable housing provision;</i></li> <li>- <i>number of key worker households delivered annually.</i></li> </ul>
Environmental	<b>2</b>	<b>To ensure development does not take place in areas of flood risk, or where it may cause flooding elsewhere, thereby minimising the detrimental impact to public well-being, the economy and the environment from flood events. (SEA)</b>
		<ul style="list-style-type: none"> <li>- <i>number of properties at risk from flooding, as defined by the Environment Agency;</i></li> <li>- <i>number of planning applications approved contrary to advice given by the EA on flood risk/flood defence grounds.</i></li> </ul>
Social	<b>3</b>	<b>To improve the access to health facilities and reduce inequalities in health.</b>
		<ul style="list-style-type: none"> <li>- <i>number of applications resulting in the loss of health facilities;</i></li> <li>- <i>number of applications resulting in new, extended or improved health facilities;</i></li> <li>- <i>percentage of new dwellings within 300 metres of accessible greenspace;</i></li> <li>- <i>percentage of new residential developments within 30 minutes public transport time of a GP, hospital or major health centre.</i></li> </ul>
Social	<b>4</b>	<b>To maintain and improve the opportunities for everyone to acquire the skills needed to find and remain in work and increase access to educational facilities.</b>
		<ul style="list-style-type: none"> <li>- <i>percentage of population of working age qualified to NVQ level 3 or equivalent;</i></li> <li>- <i>percentage of adults with poor literacy and numeracy skills;</i></li> <li>- <i>percentage of new residential developments within 30 minutes public transport time of a primary and secondary school.</i></li> </ul>
Social	<b>5</b>	<b>To create crime resistant communities</b>
		<ul style="list-style-type: none"> <li>- <i>all crime – number of crimes per 1000 residents per annum;</i></li> <li>- <i>number of domestic burglaries per 1,000 households.</i></li> <li>- <i>number of developments achieving ‘Secured by Design’ status</i></li> </ul>
Social	<b>6</b>	<b>To improve accessibility to retail and all community services and recreation and leisure facilities.</b>
		<ul style="list-style-type: none"> <li>- <i>average distance the population of the District live from key services (Post Offices, local shops, recreation and leisure facilities);</i></li> <li>- <i>amount of leisure floorspace (Use Class D2) completed per annum (gross)</i></li> <li>- <i>financial contributions towards leisure facilities.</i></li> </ul>

Environmental	<b>7</b>	To improve efficiency in land use through the re-use of previously developed land and existing buildings, including re-use of materials from buildings, and encourage urban renaissance.
		<ul style="list-style-type: none"> <li>- percentage of new homes developed on brownfield land;</li> <li>- percentage of new employment floorspace on previously developed land;</li> <li>- density of new housing developments;</li> <li>- number of developments using reclaimed/recycled materials in construction;</li> <li>- amount of Best and Most Versatile Agricultural Land (Grades 1, 2 and 3a) lost to development.</li> </ul>
Environmental	<b>8</b>	To address the causes of climate change through reducing emissions of greenhouse gases and ensure that the District is prepared for its impacts. (SEA)
		<ul style="list-style-type: none"> <li>- number of properties at risk from flooding, as defined by the Environment Agency;</li> <li>- number of developments built to BREEAM/Code for Sustainable Homes standards;</li> <li>- number of developments incorporating water efficiency measures;</li> <li>- proportion of journeys to work by public transport;</li> <li>- percentage of electricity consumed that is generated from renewable energy sources.</li> </ul>
Environmental	<b>9</b>	To conserve and enhance the District's biodiversity. (SEA)
		<ul style="list-style-type: none"> <li>- condition of internationally and nationally important wildlife and geological sites (SSSI, SPA, SAC &amp; Ramsar);</li> <li>- number and area of SNCIs and LNRs within the District;</li> <li>- area of ancient woodland within the District;</li> <li>- change in priority habitats and species;</li> <li>- number of planning applications approved contrary to advice given by Natural England on biodiversity issues.</li> </ul>
Environmental	<b>10</b>	To protect, enhance and make accessible for enjoyment, the District's countryside. (SEA)
		<ul style="list-style-type: none"> <li>- open spaces managed to green flag standard;</li> <li>- number of major developments in the South Downs National Park / High Weald AONB;</li> <li>- proportion of development in areas of high capacity in landscape terms;</li> <li>- net gain/loss of Rights of Way;</li> <li>- percentage of new dwellings within 300 metres of accessible greenspace.</li> </ul>
Environmental	<b>11</b>	To protect, enhance and make accessible for enjoyment, the District's historic environment. (SEA)
		<ul style="list-style-type: none"> <li>- buildings of Grade I and II* and scheduled monuments at risk;</li> <li>- number of Conservation Areas with appraisals and management proposals;</li> <li>- number of Listed Buildings in the District.</li> </ul>

Environmental	<b>12</b>	To reduce road congestion and pollution levels by improving travel choice, and reducing the need for travel by car.
		<ul style="list-style-type: none"> <li>- monetary investment in sustainable transport schemes (value of s.106 agreements);</li> <li>- number / percentage of permissions that have a green transport plan;</li> <li>- proportion of journeys to work by public transport;</li> <li>- percentage of new residential development within 30 minutes public transport time of a GP, primary and secondary school, employment and a major health centre.</li> </ul>
Environmental	<b>13</b>	To reduce waste generation and disposal, and achieve the sustainable management of waste, including the amount of waste that is either re-used or recycled.
		<ul style="list-style-type: none"> <li>- percentage of domestic waste that has been recycled;</li> <li>- percentage of domestic waste that has been composted;</li> <li>- number of developments incorporating new recycling facilities;</li> <li>- number of developments using reclaimed/recycled materials in construction.</li> </ul>
Environmental	<b>14</b>	To maintain and improve the water quality of the District's watercourses and aquifers, and to achieve sustainable water resources management. (SEA)
		<ul style="list-style-type: none"> <li>- percentage of stretches of watercourse that are compliant with River Quality Objectives;</li> <li>- number of developments incorporating water efficiency measures;</li> <li>- per capita consumption of water;</li> <li>- incidents of major and significant water pollution within the District;</li> <li>- number of planning applications approved contrary to advice given by the EA on water quality issues;</li> <li>- number and area of developments where appropriate remediation of contaminants has taken place.</li> </ul>
Environmental	<b>15</b>	To increase energy efficiency, and the proportion of energy generated from renewable sources in the District and to utilise sustainably produced and local products in new developments where possible.
		<ul style="list-style-type: none"> <li>- number of developments built to BREEAM/ Code for Sustainable Homes standards;</li> <li>- domestic energy consumption per household;</li> <li>- percentage of electricity consumed that is generated from renewable energy sources.</li> </ul>
Economic	<b>16</b>	To ensure high and stable levels of employment so everyone can benefit from the economic growth of the District.
		<ul style="list-style-type: none"> <li>- unemployment;</li> <li>- average weekly income for those who are employed in the District;</li> <li>- number of new businesses setting up in the District.</li> </ul>

Economic	<b>17</b>	<b>To sustain economic growth and competitiveness across the District.</b>
		<ul style="list-style-type: none"> <li>- <i>amount of employment land lost to residential development;</i></li> <li>- <i>GVA (Gross Value Added) per capita;</i></li> <li>- <i>net increase/decrease in commercial (Use Classes B1(b,c), B2, B8) and office (B1(a) and A2) floorspace.</i></li> </ul>
Economic	<b>18</b>	<b>To encourage the development of a buoyant, sustainable tourism sector.</b>
		<ul style="list-style-type: none"> <li>- <i>percentage of jobs in the tourism sector;</i></li> <li>- <i>number of visitors staying overnight.</i></li> </ul>

## Appendix 4 Use Classes Order

**Use Class Orders** – Certain changes of use are identified in planning law as not being development (not needing planning permission). Uses have been grouped into 'Use Classes' so that changes within a use class e.g. A1, do not need planning permission. Additional rights also exist for changes between certain classes without permission.

Class	Use	Details
A1	Shops	<ul style="list-style-type: none"> <li>a – for the retail sale of goods other than hot food,</li> <li>b – as a post office,</li> <li>c – for the sale of tickets or as a travel agency,</li> <li>d – for the sale of sandwiches or other cold food for consumption off the premises,</li> <li>e – for hairdressing,</li> <li>f – for the direction of funerals,</li> <li>g – for the display of goods for sale,</li> <li>h – for the hiring out of domestic or personal goods or articles,</li> <li>i – for the washing or cleaning of clothes or fabrics on the premises,</li> <li>j – for the reception of goods to be washed, cleaned or repaired, where the sale, display or services is to visiting members of the public,</li> <li>k – internet cafes</li> </ul>
A2	Financial and Professional Services	<ul style="list-style-type: none"> <li>a – financial services,</li> <li>b – professional services (other than health or medical services),</li> <li>c – other services (including use as a betting office) which is appropriate to provide in a shopping area where the services are provided principally to visiting members of the public.</li> </ul>
A3	Restaurants and cafes	<p>This class is designed specifically for restaurants and cafés, i.e. places where the primary purpose is the sale and consumption of food and light refreshments on the premises.</p> <p>A restaurant whose trade is primarily in-house dining but which has ancillary bar use will be in Class A3. Where the pub or bar activity is a minor component of the business and will not affect environmental amenity, it will be treated as ancillary to the primary (restaurant) use of the premises. Within A3 uses, any takeaway food sold on an ancillary basis is usually taken home for consumption.</p>
A4	Drinking Establishments	Pubs and bars, i.e. places where the primary purpose is the sale and consumption of alcoholic drink on the premises.

A5	Hot food takeaways	Takeaways and fast-food premises, i.e. premises where the primary purpose is the sale of hot food to take away.
B1	Businesses	<p>a – as an office other than a use within class A2 (financial &amp; professional services),</p> <p>b – for research and development of products or processes, or</p> <p>c – for any industrial process,</p> <p>- being a use, which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust, or grit.</p>
B2	General Industry	Use for the carrying on of an industrial process other than one falling within class B1 above.
B8	Storage and distribution	Use for storage or as a distribution centre.
C1	Hotels	Use as a hotel or as a boarding or guesthouse where, in each case, no significant element of care is provided.
C2	Residential Institutions	<ul style="list-style-type: none"> <li>- Use for the provision of residential accommodation and care to people in need of care (other than those within class C3 - dwelling houses).</li> <li>- Use as a hospital or nursing home.</li> <li>- Use as a residential school, college or training centre.</li> </ul>
C3	Dwelling Houses	<ul style="list-style-type: none"> <li>- Use as a dwelling house (whether or not as a sole or main residence),</li> <li>a – by a single person or by people living together as a family, or</li> <li>b – by not more than six residents living together as a single household (including a household where care is provided for residents).</li> </ul>
D1	Non-residential institutions	<p>Any use not including a residential use:</p> <p>a – for the provision of any medical or health services except the use of premises attached to the residence of the consultant or practitioner,</p> <p>b – as a crèche, day nursery or day centre,</p> <p>c – for the provision of education,</p> <p>d – for the display of works of art (otherwise than for sale or hire)</p> <p>e – as a museum,</p> <p>f – as a public library or public reading room,</p> <p>g – as a public hall or exhibition hall,</p> <p>h – for, or in connection with, public worship or religious instruction.</p>

D2	Assembly and Leisure	<p>Use as:</p> <ul style="list-style-type: none"> <li>a – a cinema,</li> <li>b – a concert hall,</li> <li>c – a bingo hall or casino,</li> <li>d – a dance hall, a swimming bath, skating rink, gymnasium or area for other indoor or outdoor sports or recreations, not involving motorised vehicles or firearms.</li> </ul>
	Sui Generis	<p>A land use, which does not fall into one of the above specific land use categories. Examples of Sui Generis land uses may include shops selling and/or displaying motor vehicles, launderettes, taxi or vehicle hire businesses, amusement centres, petrol filling stations, hostels, theatres or nightclubs.</p>

## Appendix 5 List of meetings undertaken as part of the Duty to Co-operate work and summary of content

DATE	Form and Status	Who	Topics	Outcomes
26/04/2012	<i>Cabinet Members MSDC and LDC, officers MSDC and LDC</i>	Lewes District Council	<ul style="list-style-type: none"> <li>• Updates on Core Strategy and District Plan</li> <li>• LDC presentation of a draft MOU</li> <li>• updates on progress evidence base (transport) on documents,</li> <li>• update on and any relevant applications/site issues (Kings Way/Greenhill Way).</li> </ul>	<p>To advise LDC when transport study outcome are available.</p> <p>MSDC to make comment on draft MOU.</p> <p>Agreed to meet again on 13/6/13</p>
14/05/2012	Officer	Mid Sussex District Council Natural England UE Associates	<ul style="list-style-type: none"> <li>• General Habitats Regulations discussion.</li> </ul>	<p>Agreed that a SANG site should be large enough to accommodate windfall development.</p> <p>Agreed a workshop would be arranged to present ideas for SANG delivery.</p>
23/05/2012	Officer	Mid Sussex District Council Wealden District Council	<ul style="list-style-type: none"> <li>• Update on HRA work.</li> <li>• Wealden's change in approach to planning applications</li> </ul>	<p>Agreement to arrange a meeting to begin work on the joint SAMM strategy.</p> <p>MSDC to seek advice from Natural England and Counsel on the change in approach to planning applications.</p>
30/05/2012	<i>Scrutiny Committee for Planning and Economic Development</i>	Council Members	<ul style="list-style-type: none"> <li>• Revised draft District Plan report, including in relation to Duty to Co-operate.</li> <li>• </li> </ul>	Members briefed and endorse areas of further work.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
11/06/2012	<i>Officers from MSDC, CBC, HDC and the Gatwick Diamond Project Co-ordinator</i>	Northern West Sussex Authorities	<ul style="list-style-type: none"> <li>• draft terms of reference and agreement to produce Joint Position Statement.</li> </ul>	On-going work on joint position statement.
13/06/2012	<i>Cabinet Members MSDC and LDC, officers MSDC and LDC</i>	Lewes District Council	<ul style="list-style-type: none"> <li>• Core Strategy and District Plan update</li> <li>• LDC difficulty in meeting housing numbers and constraints,</li> </ul>	MSDC still considering MOU Draft transport study to be sent to LDC Next meeting confirmed as 26/9/12
18/06/2012	<i>Officer level</i>	Brighton and Hove, Adur, Crawley, East Sussex, Eastbourne, Horsham, Lewes, Mid Sussex, SDNPA, Worthing, West Sussex	<ul style="list-style-type: none"> <li>• mechanisms for DtC</li> <li>• individual authority updates including constraints of each authority</li> </ul>	Agreement to meet again.
27/06/2012	<i>Full Council meeting</i>	All Council Members	<ul style="list-style-type: none"> <li>• Revised draft District Plan report, including in relation to Duty to Co-operate.</li> </ul>	Members briefed and endorse areas of further work.
04/07/2012	<i>Chief Executives</i>	West Sussex Chief Executives	<ul style="list-style-type: none"> <li>• Duty to Cooperate</li> <li>• Local Enterprise Partnership</li> </ul>	Senior officers responsible for strategic planning across the County should meet to explore how duty to cooperate is best implemented.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
14/08/2012	Officer	Mid Sussex District Council Wealden District Council	<ul style="list-style-type: none"> <li>• Update on HRA work.</li> <li>• Development Management implications</li> <li>• Joint SAMM work</li> </ul>	Agreement to arrange a meeting to begin work on the joint SAMM strategy.
06/09/2012	<i>Officer level</i>	Brighton and Hove, Adur, Crawley, East Sussex, Eastbourne, Horsham, Lewes, Mid Sussex, SDNPA, Worthing, West Sussex	<ul style="list-style-type: none"> <li>• Local authority updates</li> <li>• BHCC notified that a letter on DtC and meeting unmet housing needs would be sent to all authorities.</li> <li>• Suggested that a Statement of Common Ground be produced.</li> </ul>	Agreement to meet again
19/09/2012	<i>Officer and Cabinet Member for Planning and local parish councillors</i>	Tandridge DC	<ul style="list-style-type: none"> <li>• Land to the west of Copthorne site</li> <li>• Updated Tandridge DC on developer interest and discussed implications.</li> </ul>	After meeting Developer advised on meeting and advised to contact Surrey CC.
24/09/2012	<i>Letter from Brighton and Hove City Council</i>	Officer	<ul style="list-style-type: none"> <li>• Request from City Council to consider extent to which District is able to assist in meeting the City's housing requirements.</li> </ul>	Holding response from MSDC dated 31/10/13 requiring further time to answer question pending further work on DP evidence. Offer meeting to discuss City's evidence for housing need and capacity.
25/09/2012	Officer and Member (no representative from MSDC)	Conservators of Ashdown Forest Lewes District Council Mid Sussex District	<ul style="list-style-type: none"> <li>• General HRA updates.</li> <li>• Joint SAMM strategy – potential projects.</li> </ul>	Commitment to produce a joint SAMM strategy.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
		Council Natural England Tunbridge Wells Borough Council Wealden District Council		
26/09/2012	<i>Cabinet Members MSDC and LDC, officers MSDC and LDC</i>	Lewes District Council	<ul style="list-style-type: none"> <li>• Core Strategy and District Plan update</li> <li>• MSDC still considering MOU.</li> </ul>	<p>Notes of previous meeting to be forwarded to Greenhill Way residents Association.</p> <p>MSDC to provide LDC with explanation of how Greenhill Way will impact on Haywards Heath infrastructure etc.</p> <p>Next meeting 28<sup>th</sup> November (postponed).</p>
16/08/2012	<i>Emails between MSDC and Worthing officers</i>	Adur/ Worthing Councils	<ul style="list-style-type: none"> <li>• DTC Study brief</li> <li>• discussion about other sub-regional involvement.,</li> </ul>	<p>confirmation from WBC that it was still to be agreed but other authorities from other housing market areas would be involved</p> <p>No further involvement in study from MSDC requested by coastal authorities.</p>
12/09/2012	<i>Officers from MSDC and HDC</i>	Horsham District Council	<ul style="list-style-type: none"> <li>• Northern West Sussex Position Statement</li> <li>• HDC preferred strategy</li> <li>• joint work with Crawley on Local Housing Assessment and Locally Generated Needs Studies.</li> </ul>	On-going work on joint position statement.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
04/10/2012	<i>West Sussex Joint Leaders (Joint Planning Board)</i>	WSCC leaders	<ul style="list-style-type: none"> <li>• Considered paper on the Duty to Co-operate.</li> </ul>	<p>Confirmed one of the purposes of JPB is to act as a political forum to discuss and coordinate joint planning issues and working arrangements between local planning authorities in West Sussex. In doing so, it seeks to fulfil part of the 'duty to cooperate'. Develop Strategic Priorities Schedule to summaries strategic priorities to be developed by CPOG and finalised and agreed by JPB. The Schedule will identify the priority issues, the authorities and bodies that need to be involved in addressing the issues, and the proposed mechanisms for collaboration and cooperation (e.g. joint studies, joint governance structures).</p>
12/10/2012	<i>Chief Planning Officers (CPOG)</i>	WSCC officers	<ul style="list-style-type: none"> <li>• Duty to co-operate</li> </ul>	West Sussex Strategic Priorities Schedule
15/10/2012	Officer	Conservators of Ashdown Forest Mid Sussex District Council	<ul style="list-style-type: none"> <li>• Governance and set-up of the Conservators of Ashdown Forest.</li> <li>• Potential SAMM projects discussion.</li> </ul>	Learnt about the governance arrangements of the Conservators of Ashdown Forest.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
17/10/2012	Officer	Mid Sussex District Council Natural England	<ul style="list-style-type: none"> <li>• Development Management approach to planning applications.</li> <li>• SANG, SAMM, air pollution.</li> </ul>	<p>A briefing note will be provided to Natural England to outline the approach to planning applications.</p> <p>Agreed that Natural England would accompany MSDC on a site visit to potential SANG site options.</p>
21/11/2012	<i>Officer level</i>	Environment Agency	<ul style="list-style-type: none"> <li>• District Plan progress update</li> <li>• suggested amendments to Burgess Hill policies related to Goddards Green Wastewater Treatment Works.</li> <li>• Advice on Sequential Test.</li> </ul>	Suggested wording changes implemented in the District Plan.
28/11/2012	<i>Officer level</i>	Southern Water	<ul style="list-style-type: none"> <li>• “Planning for the Future” workshop to discuss impact of housing/employment growth on Southern Water/LPA plans.</li> </ul>	Understanding of Southern Water’s business plan position.
04/12/2012	<i>Officers from MSDC, CBC, HDC and the Gatwick Diamond Project Co-ordinator</i>	Northern West Sussex Authorities	<ul style="list-style-type: none"> <li>• Northern West Sussex Position Statement</li> <li>• implications of Horsham Study.</li> </ul>	On-going work on joint position statement.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
06/12/2012	<i>Officer level</i>	Brighton and Hove, Adur, Crawley, East Sussex, Eastbourne, Horsham, Lewes, Mid Sussex, SDNPA, Worthing, West Sussex	<ul style="list-style-type: none"> <li>• Local authority updates</li> <li>• BHCC updated response to request on housing numbers,</li> <li>• Proposed Statement of Common Ground be produced.</li> <li>• DtC background paper discussed.</li> </ul>	Understanding of positions, statement of common ground proposed.
06/12/2012	<i>Officer level</i>	South East Water	<ul style="list-style-type: none"> <li>• Water Resource Management Plan.</li> </ul>	Engagement over housing numbers, population projections and influence of District Plan on water resources.
06/12/2012	Officer	Conservators of Ashdown Forest Lewes District Council Mid Sussex District Council Natural England Tunbridge Wells Borough Council Wealden District Council	<ul style="list-style-type: none"> <li>• Joint SAMM strategy – potential projects.</li> </ul>	MSDC to lead on producing the joint SAMM strategy.
07/12/2012	<i>Cabinet Members and officer level</i>	Brighton and Hove City Council	<ul style="list-style-type: none"> <li>• Statement of Common Ground.</li> <li>• Issues discussed included housing/employment, gypsies and travellers, transport and energy.</li> </ul>	Agreed potential of statement of common ground between MSDC and BHCC.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
13/01/2013	<i>Letter From Adur/Worthing on behalf of all authorities</i>	Coastal Authorities	<ul style="list-style-type: none"> <li>• Letter to MSDC (and other authorities) about the DTC Study and saying would be in touch when complete if relevant.</li> </ul>	No further involvement in study from MSDC requested by coastal authorities.
14/01/2013	<i>Officer level</i>	Southern Water	<ul style="list-style-type: none"> <li>• odour issues and wastewater treatment capacity at Goddards Green Wastewater Treatment Works.</li> </ul>	To influence master-planning work related to the Burgess Hill allocations.
29/01/2013	Officer	Mid Sussex District Council Natural England	<ul style="list-style-type: none"> <li>• Potential SANG site visits.</li> </ul>	Agreed that, in principle, all the sites visited could be suitable for use as a SANG site.
08/02/2013	Officer	Mid Sussex District Council Natural England	<ul style="list-style-type: none"> <li>• Development Management approach to planning applications.</li> </ul>	Agreed to provide Natural England with housing figures to inform the in combination approach to planning applications.
26/02/2013	<i>Officer level, with Gatwick Diamond Project Co-Ordinator</i>	Ted Beresford-Knox (Gatwick Diamond)	<ul style="list-style-type: none"> <li>• Gatwick Diamond and position statement related to housing requirements across the Diamond.</li> </ul>	Understanding of housing issues within the Diamond.
05/03/2013	<i>Scrutiny Committee for Planning and Economic Development</i>	Council Members	<ul style="list-style-type: none"> <li>• To recommend (to Council) housing number for Mid Sussex</li> <li>• to recommend (to Council) continue discussions with neighbouring authorities</li> </ul>	Committee recommended to council that the approach be approved.

<b>DATE</b>	<b>Form and Status</b>	<b>Who</b>	<b>Topics</b>	<b>Outcomes</b>
20/03/2013	<i>Full Council meeting</i>	All Council Members	<ul style="list-style-type: none"> <li>• To agree housing number for Mid Sussex</li> <li>• to agree to continue discussions with neighbouring authorities</li> </ul>	Council agreed that the approach be approved.