

## EXECUTIVE SUMMARY

This is Mid Sussex District Council's fourth Annual Monitoring Report (AMR) reporting on the period 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008. The purpose of the AMR is to report on the progress of the Council's Local Development Framework against the programme for preparation as set out in the Council's Local Development Scheme and to monitor the effectiveness of policies in the Mid Sussex Local Plan and emerging Local Development Documents (that comprise the Local Development Framework) against a series of Core and Local Indicators. Chapters 3 and 4 explain this in further detail.

Many important milestones have been achieved during the reporting timeframe, including the adoption of the Small Scale Housing Allocations Document, consultation for the Pre-submission Core Strategy (generating approximately 5,000 responses from individuals and organisations) and the production of several important background documents for the Local Development Framework evidence base including the Strategic Flood Risk Assessment, consultation on the draft Rural Issues Background Paper and on-going work for the Strategic Housing Land Availability Assessment (both due for publication early 2009). However, the production of Local Development Documents has slipped against the timetables set out in the approved Local Development Scheme (October 2006). Following negotiations with the Government Office for the South East, a revised Local Development Scheme will be published following adoption of the South East Plan. Chapter 3 provides commentary on what stages these timetables are at, any slippages and provides justification for the planned revisions to the Local Development Scheme.

Under the new planning system, all policies contained within the adopted Local Plan (2004) could be saved during the transition period from the Local Plan to the Local Development Framework until September 2007. In February 2007, the Council made an application to the Secretary of State for an extension to this date for a large number of Local Plan policies because the Core Strategy would not be adopted before this date. The Council received confirmation in September 2007 of the Local Plan policies that are saved and those that have expired. This is detailed in Chapter 4.

A housing trajectory has been provided to show the housing land supply position as at 1<sup>st</sup> April 2008. This demonstrates a marked increase in completions during 2007-08 (approximately a 50% increase on 2006-07) but short of the annualised housing requirement. Although completions will fall short of requirements for the period 2008/9 – 2009/10, the Council can demonstrate a five-year housing land supply and will meet or exceed requirements for the period up until 2016. The shortfall demonstrated in the housing trajectory will be met through the allocation of strategic developments over the plan period through the emerging Core Strategy. The trajectory, five-year housing land supply position and the reasons for the shortfalls in completions over recent years and the assumptions and steps the Council is taking to aid future completion rates are set out in Chapter 5.

To help reflect the diversity and context of Mid Sussex, Government guidance encourages the use of Local Indicators in addition to Core Indicators that reflect local circumstances and policy issues. A number of Local Indicators are set out in the Report including several that have been developed with the emerging Core Strategy in mind.



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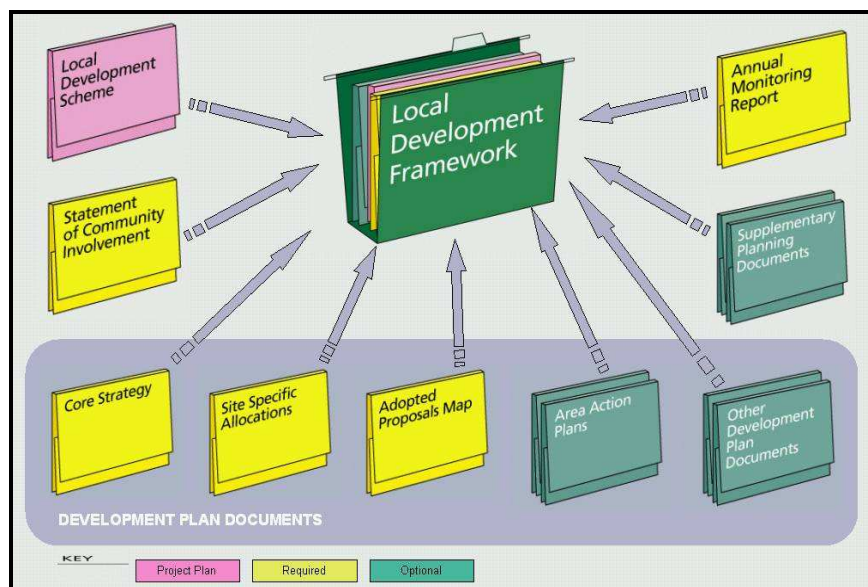
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## CHAPTER 1 - INTRODUCTION

- 1.1 The Council is required to produce an Annual Monitoring Report for Submission to the Secretary of State detailing the progress that has been made in preparing Local Development Documents<sup>1</sup> and the delivery of the emerging Mid Sussex Local Development Framework<sup>2</sup>. The Annual Monitoring Report focuses on reporting against a series of Core Output Indicators, produced by the Government to assist in assessing the performance of policies<sup>3</sup>.
- 1.2 Where possible, the Report takes into account the performance of Local Development Documents and the adopted Mid Sussex Local Plan (2004), particularly in relation to the delivery of residential and commercial uses. In future, the Report will focus solely on monitoring the adopted policies of the Local Development Framework as Local Development Documents replace the Local Plan, in particular the emerging Core Strategy. Several Local Indicators have been developed to begin the process and provide baseline information for the monitoring framework of the emerging Core Strategy. Further Local Indicators are planned and will be developed if necessary as the Core Strategy progresses. The monitoring framework will also need to have regard to the requirements of the emerging Regional Spatial Strategy, The South East Plan, as this replaces the current West Sussex Structure Plan. The South East Plan was due to be adopted late 2008 although it is now likely to be early 2009.

### The Local Development Framework



<sup>1</sup> The collective term for Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs) that make up the Local Development Framework.

<sup>2</sup> As required by Section 35 of The Planning and Compulsory Purchase Act 2004.

<sup>3</sup> As required by, and set out in the DCLG publication – Core Output Indicators – Update 2/2008.

### **Why prepare an Annual Monitoring Report?**

- 1.3 The presence of clear mechanisms for implementation and monitoring forms part of the test of 'soundness' of the Local Development Framework. Monitoring is crucial as it:
- Provides feedback within the process of policymaking and provides information on the performance of policy and its surrounding environment;
  - Identifies challenges and opportunities and enables adjustments and revisions to be made to policies if necessary; and
  - In the context of the planning system, with its focus on the delivery of sustainable development, provides a check on whether those aims are being achieved.
- 1.4 Section 35 of the Planning and Compulsory Purchase Act 2004 (the Act), Local Planning Regulation 48 and SEA Regulation 17 detail that the Annual Monitoring Report should seek to achieve five key monitoring tasks, all of which are inter-related. These are:
- Review actual progress in terms of Local Development Document preparation against the timetable and milestones in the Local Development Scheme;
  - Assess the extent to which policies in Local Development Documents are being implemented and what impact they are having in respect of primary national, regional and local policy targets;
  - Where policies are not being implemented, explain why and set out what steps are to be taken to ensure that the policy is implemented; or whether the policy is to be amended or replaced;
  - Identify the significant effects of implementing policies in Local Development Documents and whether they are as intended; and
  - Set out whether policies are to be amended or replaced.

(Section 35, Planning and Compulsory Purchase Act 2004)

### **Monitoring Period**

- 1.5 Annual Monitoring Reports are required to address the period 1<sup>st</sup> April to 31<sup>st</sup> March of each year and this Report addresses the period 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008. To meet with the requirements of the Act, the Annual Monitoring Report will be submitted to the Department of Communities and Local Government (DCLG) by 31<sup>st</sup> December 2008.

### **Sources of Information**

- 1.6 Many existing sources of monitoring information have been used to produce this Report. West Sussex County Council Planning Services provides data for key indicators on housing and commercial delivery, supplemented by the District Council's own monitoring systems. Other departments within the Council and external agencies have helped to provide information to help meet the requirements and objectives of the Annual Monitoring Report, in particular Sussex Biodiversity Records Centre. In addition, targets and indicators that form part of the Sustainability Appraisal work to inform the emerging Local Development Documents have been used. All sources of information are acknowledged.
- 1.7 To help establish an appropriate framework for the Report, tackle issues and provide general consensus across the county, Mid Sussex District Council is represented on a countywide officers working group. The Government Office for the South East has commended this group as an example of good practice.

### **Limitations of the Annual Monitoring Report**

- 1.8 Monitoring is an increasingly important task for the Council but it is acknowledged that there are limitations to the extent that effective monitoring can be feasibly carried out. Prioritisation has had to take place over which policies of the Local Plan are monitored to ensure that the Annual Monitoring Report only monitors relevant, meaningful and robust indicators and targets.
- 1.9 Core Output Indicators relating to minerals and waste have not been referred to within this Report, as West Sussex County Council is the planning authority for these areas, not the District Council.

## **CHAPTER 2 – LINKAGES WITH OTHER STRATEGIES AND DOCUMENTS**

- 2.1 The Local Development Framework is the collection of documents that sets out the policy framework and development proposals for the District. The Local Development Framework goes beyond 'traditional' land-use planning to deliver a 'spatial approach' to planning. Spatial planning brings together and integrates other policies and programmes, which influence the nature of places and how they function.
- 2.2 As part of the Local Development Framework, the Annual Monitoring Report is influenced by a range of documents and strategies, which in turn are influenced by sources both internal and external to the Council. For most of these documents and strategies, existing monitoring procedures will be in place to determine the effectiveness of implementing them. The Annual Monitoring Report will draw upon these monitoring sources and in turn, contribute towards improving the Council's holistic monitoring framework.

The range of documents and strategies influencing the Annual Monitoring Report are detailed below:

### **Corporate Plan and Budget Report**

- 2.3 The Council publishes its Corporate Plan and Budget Report on a yearly basis. It brings together the different roles of the council in a single text, and sets out performance indicators for each service department.

The Plan is a key document that helps the Council to ensure each department is working to deliver three main objectives:

- Better Environment
- Better Lives
- Better Services

- 2.4 The Plan explains the Council's overall objectives with the aim of communicating to residents and stakeholders in partner organisations, the work the Council is undertaking and to make the Council accountable for its actions. The Council adopted a new Corporate Plan and Budget in February 2008.

### **Community Strategy**

- 2.5 The Community Strategy was published in January 2004 and will be replaced by the Sustainable Communities Strategy 2008-2018 in early 2009. The vision of the Sustainable Communities Strategy (Consultation Document) is to improve the social, economic and environmental well being of the district by developing strong links between the Council and community stakeholders. The Strategy sets out the proposed vision and plans of the agencies, organisations and communities that are working together through the Local Strategic Partnership



to deliver key priorities for Mid Sussex for the future. The document highlights four main areas including:

- Protecting and enhancing the environment;
- Cohesive and safe communities;
- Economic vitality; and
- Healthy lifestyles.

### **Sustainability Appraisal and Strategic Environmental Assessment**

- 2.6 A Sustainability Appraisal Report simultaneously fulfils the requirements of both European Directive 2001/42/EC, relating to the Strategic Environmental Assessment (SEA) of plans and programmes, and the requirements of the Planning and Compulsory Purchase Act 2004 regarding the Sustainability Appraisal (SA) of the Local Development Framework. It achieves this by giving full consideration to environmental issues whilst addressing the range of socio-economic concerns.
- 2.7 The effects of all Local Development Framework policies on the Sustainability Appraisal objectives will be assessed in the Annual Monitoring Report. Because the Sustainability Appraisal objectives incorporate the requirements of both the SA and the SEA, the Annual Monitoring Report will provide a monitoring framework, which covers the scope of both the SA and SEA.

## CHAPTER 3 – PROGRESS OF THE LOCAL DEVELOPMENT FRAMEWORK

- 3.1 One of the key tasks of the Annual Monitoring Report is to review the progress of Local Development Document<sup>4</sup> preparation against the timetables and milestones set out in the Council's Local Development Scheme<sup>5</sup>. In addition, it also gives a summary of a number of 'background' documents, which provide evidence for the preparation of Local Development Documents, in particular the emerging Core Strategy.

### The Local Development Scheme

- 3.2 The Local Development Scheme is a three-year 'management plan' that sets out timetables for the preparation, implementation and review of Local Development Documents that collectively make up the Local Development Framework. The Annual Monitoring Report is required to report progress made against the adopted Local Development Scheme as at the 1<sup>st</sup> April of the monitoring period, which for Mid Sussex is the 'Revised Local Development Scheme' adopted in October 2006.
- 3.3 The 2006-07 Annual Monitoring Report explained the continuing difficulties in the preparation and delivery of the Local Development Framework. A draft 'Second Revision LDS' was submitted to the Government Office for the South East (GOSE) in March 2007, however it was neither approved by GOSE nor adopted by the Council. The Council continues to be involved in ongoing discussions with GOSE on a number of project management matters including the progression of the Core Strategy and East Grinstead Area Action Plan and the implications of new PPS12: Spatial Planning and amended planning regulations on preparation timetables.
- 3.4 A 'Third Revision' LDS was approved by Cabinet for submission to GOSE in September 2008. This version is available for the public and interested parties to view on the Council's website at [www.midsussex.gov.uk/ldf](http://www.midsussex.gov.uk/ldf). This will be formally submitted to GOSE once the South East Plan has been adopted as any delay in the adoption of the South East Plan will impact upon the timetable for the preparation of the Core Strategy.

### Layout

- 3.5 The timetables for the progression of Local Development Documents are set out in the form of Gantt Charts, which have been extracted from the Local Development Scheme (October 2006). Commentary is given to give a better understanding of a documents progress, which includes the period outside of the monitoring period of this Report.

Further details of all documents and reports outlined in the following section are available by following the link to the publications page at:

<http://www.midsussex.gov.uk/planningpolicy>

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<sup>4</sup> The collective term for Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs)

<sup>5</sup> As required by The Planning and Compulsory Purchase Act 2004 and Planning Policy Statement 12 Local Spatial planning.

## Progress of Local Development Documents

### 3.6 Development Plan Documents (DPDs)

#### Core Strategy

#### Local Development Scheme (October 2006) Timetable

Stage	2007												2008											
	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
Pre-submission consultation																								
Submission to GOSE and public consultation																								
Publish objectors alternative sites																								
Pre-Examination Meeting																								
Examination																								
Inspector's Report																								
Adoption																								

**XLDS target missed** - The Core Strategy will include core policies for the District including open space, sport and recreation, tourism and affordable housing. It will need to include strategic locations to meet the District’s housing requirements for the period 2006–2026 in accordance with the emerging South East Plan.

Work has continued on the preparation of the extensive evidence base for the Core Strategy. This includes the ‘Burgess Hill – Visioning the Future’ Study, the Gypsy and Traveller Accommodation Assessment, a Landscape Capacity Study and a Strategic Flood Risk Assessment. Additional stakeholder engagement also took place including ‘visioning’ workshops for Haywards Heath (July 2007) and for the rural areas (September 2007). District Councillor workshops and meetings of the Better Environment Advisory Group were also held to keep Members up to date on progress, particularly following the May 2007 elections which resulted in many new District Councillors.

The Pre-Submission Core Strategy was reported to Council in October 2007, but was deferred. Following work undertaken with a cross party working group, the Strategy was approved by Council in December 2007. The Pre-Submission Core Strategy was published January 2008 with formal consultation taking place between February and March. This was a delay of 10 months against the adopted LDS.

A substantial response was received for the formal consultation with a total of 5,000 individuals and organisations submitting representations. These representations have been collated into a series of topic papers. Each topic paper includes a summary of the comments that have been made on a

particular policy/subject area and officers have responded to the comments listed, including, in certain circumstances, what actions will be undertaken in taking forward the Core Strategy.

The ‘Third Revision’ LDS states that the Proposed Submission Core Strategy should be published in June 2009. However, this is dependent on the adoption of the South East Plan in spring 2009 in order for officers and Council Members to be able to make informed decisions about the level of growth that needs to be planned for in the emerging Core Strategy.

Further details of the Core Strategy can be viewed at [www.midsussex.gov.uk/corestrategy](http://www.midsussex.gov.uk/corestrategy).

### Small Scale Housing Allocations Document (and Proposals Map Document)

#### Local Development Scheme (October 2006) Timetable

Stage	2007												2008											
	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
Examination																								
Inspector's Report																								
Adoption																								

**XLDS target missed** – The Small Scale Housing Allocations Document sets out a range of small-scale housing allocations for development on previously developed and small-scale greenfield sites that will help to meet the District’s housing requirements.

The hearings timetable was extended that led to a delay in the later stages leading to adoption. The first series of examination hearings, which considered general issues such as housing and employment and the Council’s proposed housing allocations, were held on schedule in March 2007 with the second series, which considered alternative site proposals, held during May and June 2007. The Inspector’s Report was received in November 2007 and the Document was adopted in April 2008.

The Proposals Map Submission Document reflects the proposals contained in the accompanying Small Scale Housing Allocations Submission Document and is submitted alongside it.

Further details of the Small Scale Housing Allocations Document can be viewed at [www.midsussex.gov.uk/ssha](http://www.midsussex.gov.uk/ssha).

**East Grinstead Strategic Development Area Action Plan (and Proposals Map Document)**

Local Development Scheme (October 2006) Timetable

Stage	2007											2008										
	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Submission to GOSE and public consultation																						
Publish objectors alternative sites																						
Pre-Examination Meeting																						
Examination																						
Inspector's Report																						
Adoption																						

**XLDS target missed** - To help meet the District's housing requirement, an Area Action Plan is required to deliver a large-scale mixed-use development incorporating 2,500 homes to the west and south west of East Grinstead, associated infrastructure and a package of transport improvements, including a relief road. In July 2007 Mid Sussex District Council agreed to progress the Area Action Plan to Submission and that it would include the 'full' mixed-use development (2,500 homes and package of transport improvements including an A264/A22 relief road). At that time it was expected that the Council would publish the Submission Area Action Plan for consultation in December 2007. This timetable was not met.

During 2008 work has continued on the development of a scheme to deliver a strategic development at East Grinstead. This included a proposal for a contingency option to deliver a reduced number of homes (1,500) and a link road, which was included within the Pre-submission Core Strategy. The Council with assistance from GOSE and other relevant partners have been working to ensure that a plan could be submitted and found to be 'sound'. The key delivery concerns relate to the cross boundary issues (particularly in East Sussex), consistency with other Development Plan Documents and the delivery of land required for the relief road through the use of Compulsory Purchase Orders. This work is still ongoing.

In September 2008 Council Members approved a revised LDS, which included a Core Strategy that would also allocate land for strategic development at East Grinstead. The East Grinstead Area Action is no longer going to be progressed. There are a number of reasons why this decision was taken. Firstly, Government advice stated that Local authorities should seek to reduce the number of development plan documents that were included within Local Development Schemes. When updating the LDS officers explored the potential of 'twin tracking' and merging the Core Strategy and the Area Action Plan. After discussion between officers, councillors and GOSE the decision was taken to combine the Core Strategy and East Grinstead Area Action Plan. The advantages of taking this approach include the holistic consideration of issues relating to the distribution of the District's housing allocation and resource and timesaving in progressing one DPD rather than two.

## Gypsies and Travellers Document

### Local Development Scheme (October 2006) Timetable

Stage	2007											2008										
	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Community engagement																						
Pre Submission Consultation																						

**XLDS target missed** - The Gypsy and Traveller document will identify specific sites for traveller pitches. Before work could commence on this document, a clear indication as to the number of pitches that were required was needed. A Traveller’s Needs Assessment has been undertaken by consultants on behalf of West Sussex County Council and the Districts in West Sussex. SEERA has undertaken a partial review of the South East Plan on the issue of gypsy and travellers. This consultation finished in November 2008 and the results will inform the Core Strategy policy on Gypsies and Travellers.

The Gypsy and Traveller Document is not included in the revised LDS and will be included in an Allocations DPD (see Proposed Development Plan Documents below).

### Proposed Development Plan Documents

Planning Policy Statement 12: Local Spatial Planning (2008) sets out that the number of Development Plan Documents that Councils produce should be limited. The October 2006 Local Development Scheme included commitments to undertake the **East Grinstead Strategic Development Area Action Plan** (see above), the **Burgess Hill Area Action Plan** (due for submission June 2009 and adoption October 2010) and a **Gypsy and Traveller Document** for allocating sites for gypsy and travellers (see above).

The Core Strategy sets the overall pattern of development and, in the case of the broad allocations around the towns, will be sufficiently detailed to be able to progress these through Supplementary Planning Documents. Therefore, the Burgess Hill Area Action Plan has not been included within the (September 2008) revised Local Development Scheme (see Paragraph 3.8 - Town Wide Plan SPDs below).

While the Core Strategy will indicate the numbers of new homes capable of being accommodated by the villages, it won’t allocate individual housing sites. Similarly, in the case of gypsies and travellers, it will identify the numbers of new pitches to be provided, but won’t allocate sites. Once the Core Strategy is adopted it will be necessary to progress a **Site Allocations Development Plan Document** to get down to this level of detail. With the benefit of experience of how complex and time consuming it is to progress Development Plan Documents through the new planning system, it is considered more efficient to look at combining these to produce one allocations document to cover all relevant sites in the District. This could also be used to pick up other outstanding issues, such as amendments to built-up area boundaries.

Previous versions of the LDS have included a Development Control Policies Document, intended to replace the detailed policies in the Local Plan. Current Government advice is that such a document is

inappropriate because the direction of travel in planning policy is away from detailed, prescriptive policies towards applicants demonstrating how their proposals will contribute to achieving the Council's overall vision for its area. The advice from GOSE is to include strategic level policies in the Core Strategy, and to ensure that these provide enough 'hooks' on which to hang Supplementary Planning Documents in the future if more detailed advice is considered necessary.

### **Adopted Development Plan Documents**

The Statement of Community Involvement (2006) and Small Scale Housing Allocations Document (2008) have been adopted and are therefore removed from the revised Local Development Scheme and form part of the Local Development Framework.

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### **3.7 Supplementary Planning Documents (SPDs)**

<b>Town Centre Master Plans</b>
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The 2006-07 AMR reported that the East Grinstead Town Centre Master Plan was adopted July 2006 and the Burgess Hill Master Plan adopted November 2006. The Haywards Heath Master Plan was adopted during the monitoring period in June 2007. These documents have been removed from the revised Local Development Scheme although a review of these documents will be included in the Town Wide Plans as detailed below.

<b>Space Standards</b>
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The Space Standards SPD will consider standards for various residential spaces including rooms, storage areas, defensible space at dwelling entrances, and external space that enhance the use of a home. This SPD was not identified in the adopted LDS (October 2006) although it was in the version submitted in March 2007 (but not adopted). A Sustainability Appraisal Scoping Report for a Space Standards SPD was consulted upon between November 2007 and January 2008. Consultation on a draft SPD took place July to September 2008. The results of this consultation are currently being considered. It is anticipated that the SPD will be adopted in April 2009.

**Proposed Supplementary Planning Documents (as set out in the draft LDS approved in September 2008).**

Development and Infrastructure SPD (update to adopted version)

This will update the existing SPD and will provide the framework to implement the CIL approach to collecting financial contributions from development. As part of this work, infrastructure audits are currently being undertaken across the District to establish a 'base line' figure for current infrastructure provision and gain a better understanding of the level of investment that will be required to support future development.

### Town Wide Plans

Town Wide Plan SPDs will be prepared for Haywards Heath, Burgess Hill and East Grinstead. These plans will deliver the strategic development as allocated in the Core Strategy. The SPDs will incorporate a review of the Town Centre Master Plans.

### **Adopted Supplementary Planning Documents**

The following Supplementary Planning Documents have now been adopted and therefore do not appear in the Local Development Scheme and now form part of the Local Development Framework:

#### Development and Infrastructure (February 2006)

This Document provides clear guidance on services and infrastructure that will need to be provided as part of new development.

#### Sustainable Construction (July 2006)

This Document provides guidance and advice for those involved in development in Mid Sussex to help them deliver a high quality built environment. It details how sustainable construction techniques can be employed in new developments, thereby minimising the detrimental social and environmental impacts of new development and where possible bringing about enhancements (see Paragraph 5.70).

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### **3.8 Evidence based documents and technical reports**

The following studies and reports have either been produced or commissioned by the Council during the monitoring period to ensure robust baseline information for the progression of the Local Development Framework.

#### Mid Sussex Transport Study

In January 2008 MVA Consultancy were commissioned to undertake a transport study to assess the transport implications of the emerging Core Strategy. Its objectives are to test the impact of strategic development locations on the road network in and around the district and inform where transport infrastructure improvements are likely to be required to enable individual development to go ahead. The final report was published August 2008. Additional modelling work will be commissioned, as strategic development scenarios are refined, through the emerging Core Strategy.

#### Strategic Housing Land Availability Assessment

The Strategic Housing Land Availability Assessment is a key component of the evidence base to support the delivery of sufficient land for housing to meet the need for more homes. Assessments are required by national planning policy, set out in Planning Policy Statement 3: Housing (PPS3). Work has been ongoing during 2008 and the final report will be published March 2009 (see Paragraph 5.33).

#### Strategic Housing Market Assessment

Strategic Housing Market Assessments are an important part of the policy process and provide information on the level of need and demand for housing and the opportunities that exist to meet it. The Assessment is being undertaken in partnership with other local authorities but has taken longer to prepare than originally anticipated. A draft report has been received and should be finalised January 2009.



### Rural Issues Background Paper

The Rural Issues Background Paper will provide an evidence base to ensure the rural policies in the emerging Core Strategy are supported, justified and relevant. Alongside consultation with a full-range of stakeholders with an interest in the rural areas of the District, the Paper will be informed by a review of all published Parish Action Plans, relevant policies and evidence-based documents and Government guidance. Consultation with Parish Councils and stakeholders took place during summer 2008. The consultation responses were analysed and a topic paper was prepared in December 2008. The Background Paper will be finalised early 2009.

### Retail Study

The District Council originally commissioned consultants GVA Grimley to undertake a retail study of Mid Sussex in 2005. This study, which was published in 2006, looked at a number of issues relating to potential future retail development in the District over the period to 2016. The Council subsequently instructed GVA Grimley to update the 2006 study to cover the period to 2026. The key objectives of the retail study were to establish the vitality and viability of the retail centres in the District; and to provide a robust assessment of current and projected retail needs for the period to 2026. This update, which supersedes the 2006 study in full, was published in September 2008.

### Strategic Flood Risk Assessment (2008)

A Strategic Flood Risk Assessment (SFRA) for the District was prepared in-house by the Council. The SFRA has been prepared in accordance with Planning Policy Statement 25: Development and Flood Risk, and has followed guidance and advice provided by the Environment Agency and the District Council's own Land Drainage Engineer. The SFRA was published in June 2008.

### Heath Conservation Area Appraisal

The District Council has produced Conservation Area Appraisals in order to clearly identify what qualities make an area special and how these qualities can be preserved and enhanced. The Appraisal informs planning practice and policies for the area and provides guidance for Development Control officers when assessing planning applications. The Heath Conservation Area Appraisal was adopted for Development Control purposes in September 2007.

### Fulking Conservation Area Appraisal

The Fulking Conservation Area Appraisal was adopted for Development Control purposes in May 2008.

### West Hoathly Conservation Area Appraisal

The draft West Hoathly Conservation Area Appraisal was issued for consultation in July and September 2008. It is anticipated that the Appraisal will be adopted in January 2009.

### East Grinstead Conservation Area Appraisal

The 2006-07 AMR indicated that work would take place on this appraisal during 2007-08. Due to the need to focus resources on the delivery of the Core Strategy, work on this document has not progressed.

### Hassocks Village Design Statement

The Hassocks Village Design Statement is a document developed, researched, written and edited by the people of Hassocks with Mid Sussex District Council undertaking an advisory role. It describes the qualities and characteristics that local people value about the village and sets out clear and simple guidance for the design of all development within the Parish. Whilst a Village Design Statement cannot be used to stop new development, it can be used to influence developers and the Local Planning Authority and to ensure that new buildings respect and reflect local character. The Design Statement was adopted in March 2008 and is a material consideration when considering planning applications in Hassocks.

### **Other evidence based documents likely to be prepared**

It is expected that the District Council will prepare additional documents, to inform the Core Strategy evidence base. These include:

- Revised 'At Crawley' Study – commissioned in December 2008 (jointly with Horsham District Council and Crawley Borough Council)
- Employment Land Review – to be commissioned in January 2009 (jointly with Horsham District Council and Crawley Borough Council)
- Renewable Energy – to be commissioned early 2009 (joint study)

There may also be additional documents prepared by the District Council not identified in the current or proposed Local Development Scheme. Where appropriate, these will be detailed in future reviews of the Local Development Scheme and subsequent Annual Monitoring Reports.

### **Published evidence based documents and technical reports**

#### Housing Needs Assessment (March 2004)

The Council is required to assess the housing needs in Mid Sussex and take these into account in framing planning policies and housing strategies. Someone has a housing need if they are unable to obtain suitable housing on the open market without assistance.

#### Urban Potential Study (March 2005)

To meet with government guidance, an Urban Potential Study was published to help establish how much additional housing could be accommodated within urban areas and therefore how much greenfield land may be needed for development. The Strategic Housing Land Availability Assessment will supersede the Urban Potential Study when published early 2009.

#### Employment Land Review (October 2005)

The primary purpose of the study was to provide a robust evidence base for the development of employment land and related policies in the emerging Local Development Framework. An extension of the Employment Land Review from 2018 to 2026 was commissioned to ensure consistency with the plan period in the Council's emerging Core Strategy and was published in June 2007.

Landscape Character Assessment for Mid Sussex (November 2005)

Identifies distinct character areas across the district. For each area a description of the character and land management guidelines is provided. Background work and field studies were progressed throughout 2004/05 and the Document was published in November 2005.

PPG17 Assessment (September 2006)

In line with government guidance (as set out in PPG17: Sport and Recreation), the Council commissioned Kit Campbell Associates to carry out an audit of the District's open space, sport and recreation facilities. Survey work commenced in August 2004 and involved qualitative, quantitative and accessibility assessments of sites. The final assessment was published in September 2006.

Ancient Woodland Survey (October 2006)

Ancient Woodland is a nationally important and threatened habitat. Its existence over hundreds of years has helped to preserve irreplaceable and historical features. A revision of the Ancient Woodland Inventory for Mid Sussex was completed in October 2006 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 2 hectares, which the previous survey did not.

Cuckfield Conservation Area Appraisal (January 2007)

The Cuckfield Conservation Area Appraisal was adopted for Development Control purposes in January 2007.

### **Summary of Progress against Local Development Scheme**

- 3.9 The 2006-07 AMR identified the need for the Council to produce a revised LDS, to provide a realistic programme for the preparation of Development Plan Documents taking into account lessons learnt as the new planning system has evolved. For a number of reasons, as set out above, a revised LDS has not yet been adopted. It should be noted that assessment against the adopted LDS (October 2006) does not provide an accurate indication of the extensive work and progress that has been made on the preparation of Development Plan Documents during the monitoring period.
- 3.10 The AMR shows that all Local Development Scheme (October 2006) targets have been missed. This is for a number of reasons summarised under each document header within this chapter. However, a substantial amount of work has been progressed or completed over the monitoring period. This includes the adoption of the Small Scale Housing Allocations Document, consultation on the Pre-submission Core Strategy, ongoing work relating to the delivery of strategic development at East Grinstead and the publication of the Haywards Heath Town Centre Master Plan. A number of evidence-based documents have been completed and work is ongoing on several others including the Rural Issues Background Paper and the Strategic Housing Land Availability Assessment.
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## CHAPTER 4 – CONTEXT AND INDICATORS

4.1 The Annual Monitoring Report has been able to measure the progress of the Local Development Framework against timetables set out in the Local Development Scheme. However, it is not able to review the effectiveness of Local Development Documents until such time as the Council adopts them. Once adopted, Local Development Documents, such as the Core Strategy will replace certain policies in the Local Plan. As the production of these Documents progresses, the Council will have a greater understanding of the timetable within which existing Local Plan policies will be replaced, saved, deleted or amended.

### Review of existing Local Plan policies

4.2 Under the Planning and Compulsory Purchase Act 2004, policies contained within the Local Plan could be saved until September 2007<sup>6</sup>. In February 2007, the Council made an application to the Secretary of State for an extension of this date for a large number of Local Plan policies because the Core Strategy would not be adopted before this date.

4.3 The Council received confirmation on 27<sup>th</sup> September 2007 of the Local Plan policies that would be saved and those that would expire. Figure 1 shows the expired policies as at this date.

Figure 1 – Expired Local Plan policies as at 27<sup>th</sup> September 2007

Local Plan Policy	Reason
C7 - Protection of the Best and Most Versatile Agricultural Land	GOSE advise that this policy exceeds the provisions of PPG7 Paragraph 28
CO1 / EG24 – Areas of Metropolitan Green Belt	Deletion of Metropolitan Green Belt Process underway - included under Local Plan policy C1 – Countryside Area of Development Restraint
H1 - Housing allocations that have been implemented: <ul style="list-style-type: none"> <li>• BH4</li> <li>• EG4, EG6, EG12</li> <li>• BA1</li> <li>• HU3</li> <li>• PP2</li> </ul>	No longer allocated as development has been completed.
HH5 – Phasing of Haywards Heath Strategic Development up to 2006	Out of date
CO1 Green Belt, Cophorne	Process underway
CU4 Cycleway between Haywards Heath and Cuckfield	Implemented
EG16 Leisure facilities at Imberhorne School, East Grinstead	Implemented
KH8 Burial Ground extension, Keymer	Implemented

<sup>6</sup> Paragraph 1 of Schedule 8, Planning and Compulsory Purchase Act 2004

- 4.4 To help inform the preparation of Local Development Documents and to comply with the requirements of the Planning and Compulsory Purchase Act (2004), the Annual Monitoring Report must record the extent existing Local Plan policy objectives are being achieved. Although this Report does not attempt to analyse the effectiveness of every individual policy contained in the adopted Local Plan, it reports on the effectiveness of key objectives set out in the Local Plan. The Core and Local Indicators included within the Report have been selected to reflect local circumstance and policy issues and they help to record progress on meeting these aims.

### **Core Output Indicators**

- 4.5 The Annual Monitoring Report should aim to monitor a range of Core Output Indicators<sup>7</sup>, which have, in almost all instances, been successfully monitored for this Report. Where it has not been possible, the Report explains why and sets out how these gaps will be addressed in the future.

### **Local and Contextual Indicators**

- 4.6 Government guidance encourages local authorities to include Local Indicators that are not necessarily covered by the themes related to by Core Output Indicators. The choice of these not only reflects local circumstances and issues identified but also the availability and quality of existing data sources and their relevance to the local level. A number of Local Indicators have been included that are tailored to local policy and these will be developed and enhanced on an incremental basis over time.
- 4.7 The identification of these Indicators reflects the increasing importance of taking into account the social, environmental and economic circumstances, which exist within the District, when developing policies for the Local Development Framework. This work has been undertaken as part of the Sustainability Appraisal process for the Local Development Documents that have, or are in the process of being produced by the District Council. From this work, the following key issues have been identified for Mid Sussex:

- Mid Sussex has a relatively healthy economy and is the best performing District in the County in terms of business formation, survival rates and enterprise. The District has a high economic activity rate, which at around 83% is higher than the rate for the County, Region and England as a whole. Unemployment in Mid Sussex is the lowest in the County at 1.3% (November 2008). However, this unemployment figure has increased significantly since June 2008, when the unemployment rate was 0.7%. This is seen as a reflection of the current global credit crisis, which is also having an adverse impact on current business formation and survival rates in Mid Sussex.
- The rural economy has been affected in recent years by falling incomes from farming, and as a significant part of the District is rural, there is a need to support the revitalisation of the rural economy including diversification schemes;
- Mid Sussex is well provided for in terms of primary and secondary education. There is however limited provision of tertiary and early years education. There is also a growing demand for the provision of childcare within the District;

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<sup>7</sup> DCLG publication 'Core Output Indicators – Update 2/2008

- Much of the district is rural and is protected under Area of Outstanding Natural Beauty (AONB) designation and/or Local Plan development restraint policies. There are also many areas within the district of biodiversity value (such as Sites of Special Scientific Interest). There is a need to balance the protection of biodiversity and the district's high quality landscape against development pressures faced;
- The District has distinctive historic and built heritage. Inappropriate development could potentially adversely affect this character and the historic features of the District;
- The amount of waste produced in Mid Sussex is increasing, and at the same time the land available to dispose of this waste (landfill sites) is reducing;
- The need to improve the quality of the district's watercourses and reduce the adverse impacts of fluvial and surface water drainage flooding;
- The provision of housing is a major issue in Mid Sussex. This is two fold, the requirement to meet government targets and the provision of housing to meet local needs, including affordable housing;
- As Mid Sussex is predominantly a rural area with a lot of rural communities, rural isolation can also be an issue. Rural areas often have limited facilities, and coupled with poor public transport links, can prevent those without access to a car accessing the facilities they need;
- With an ageing population the demands on health and social care are also likely to increase, particularly the need for residential nursing care.

4.8 The monitoring framework will evolve to help deliver a more comprehensive range of local and contextual indicators that fully reflect the range of environmental, social and economic issues identified for Mid Sussex and the development of monitoring experience and the availability of resources.

4.9 The monitoring framework will also reflect the changing policy monitoring needs of Mid Sussex, particularly the requirements of the emerging Core Strategy. The Core Strategy will have a specific chapter relating to monitoring and implementation and these will be incorporated into the Annual Monitoring Report as the Core Strategy progresses. Several local indicators have been developed for the Annual Monitoring Report with the emerging Core Strategy in mind.

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## CHAPTER 5 – MONITORING INDICATORS

### Introduction

5.1 Monitoring should be based on targets established through Local Development Documents and what impact the policies are having in respect of national, regional and other targets within the overarching theme of sustainable development. The Annual Monitoring Report must therefore present an analysis of what has been achieved in delivering sustainable development, particularly taking account of Core Output Indicators<sup>8</sup> which are used to assist regional planning bodies to build up a regional picture of spatial planning performance and supplemented by Local Indicators that have been developed to further represent the context of Mid Sussex.

### SECTION A - BUSINESS DEVELOPMENT AND TOWN CENTRES

#### Core Indicator 1

#### Total amount of additional employment floorspace – by type

5.2 This indicator is defined<sup>8</sup> as completed (available for use) gross internal floorspace for Use Classes B1 (a, b and c), B2 and B8 (see Appendix 1 – Use Class Order Definition). Please note this indicator has previously been reported as “Core Indicator 1 - Amount of Land Developed for Employment by Type”.

Figure 2 - Completed sites for employment by type as at 31<sup>st</sup> March 2008

Use Class	Completions	m <sup>2</sup> (gross)	m <sup>2</sup> (net)
<b>Industrial</b>			
B1 (b/c)	5	6,182	6,182
B1 (Mixed uses)	1	1,144	1,144
B2	2	671	377
B8	2	2,402	148
<b>Offices</b>			
B1 (a)	3	385	385
<b>Total</b>	<b>13</b>	<b>10,784</b>	<b>8,236</b>

Source: WSCC Commercial, Industrial and Leisure Land Availability Survey 2008

5.3 There were 13 completions for B1 (a, b and c), B2 and B8 employment uses during the period 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008 totalling 10,784m<sup>2</sup> gross (8,236m<sup>2</sup> net) internal floorspace. Compared to the previous year, these figures show a significant drop in the amount of completions, (down from 35 to 13), and in gross floorspace, (down from 17,255m<sup>2</sup> to 10,784m<sup>2</sup>). There is, however, an increase in net floorspace from 7,011m<sup>2</sup> to 8,236m<sup>2</sup>.

<sup>8</sup> DCLG publication ‘Core Output Indicators – Update 2/2008

**Core Indicator 2**

**Total amount of employment floorspace on previously developed land – by type**

5.4 This Indicator is defined as the percentage of employment floorspace (as reported in Core Indicator 1) coming forward on previously developed (brownfield) land. Figure 3 shows the percentage of gross employment floorspace (B1/B2/B8 uses) completed on previously developed land (as defined by Annex B of PPS3) for the period 1<sup>st</sup> April 2007 – 31<sup>st</sup> March 2008. Please note this indicator has previously been reported as “Core Indicator 3 - Amount and percentage of completed gross internal floorspace for employment use which is on previously developed land”.

Figure 3 – Total amount of employment floorspace on previously developed land – by type

Monitoring period	No. of completions (B1/B2/B8 uses)	Total floorspace area (gross)	No. of completions on PDL (B1/B2/B8)	Total floorspace area (gross)	Percentage on PDL
2007 – 2008 - see note 2	13	10,784 m <sup>2</sup>	7	4,539 m <sup>2</sup>	42%
2006 – 2007- see note 2	35	17,255 m <sup>2</sup>	11	11,189 m <sup>2</sup>	64.8%
2005 - 2006 – see note 1	17	4,492 m <sup>2</sup>	11	2,845 m <sup>2</sup>	63.3%
2004 - 2005 – see note 1	20	8,465 m <sup>2</sup>	9	5,109 m <sup>2</sup>	60.4%

Source: WSCC Commercial and Industrial Development Survey 2008

Note 1 – Completed *and* occupied Note 2 – Completed

5.5 A total of 13 permissions were completed for B1/B2/B8 uses during 2007-08 totalling 10,784m<sup>2</sup> (gross) total floorspace. Of this figure, 7 permissions were completed on previously developed land totalling 4,539m<sup>2</sup> (gross), which represents 42% of the total completed. These figures represent a decline in both total floorspace and the percentage completed on previously developed land when compared to 2006-07, when the equivalent figures were 11,189m<sup>2</sup> and 64.8%.

**Core Indicator 3**

**Employment land available – by type**

5.6 This indicator is defined as sites that are either not yet completed, have extant planning permission or are allocated for employment use in the Local Plan. Figure 4 is a breakdown of floorspace (gross/net m<sup>2</sup>) available for employment use in Mid Sussex as at 31<sup>st</sup> March 2008 for Use Classes B1 (a/b/c), B2 and B8. Please note this indicator was previously reported as “Core Indicator 4 - Employment land supply by type”.



Figure 4 – Employment land available by type as at 31<sup>st</sup> March 2008

Use	Use Class	Gross Floorspace (m <sup>2</sup> )	Net Floorspace (m <sup>2</sup> )	Site Area (ha)
Offices	B1a	40,339	38,923	9.28
Light Industry	B1c	25,777	23,345	9.8
Mixed Use	Mixed B1 uses	481	481	0.19
General Industry	B2	52,269	51,057	13.84
Storage and Distribution	B8	3,446	3,446	0.54
	<b>Total</b>	<b>122,312m<sup>2</sup></b>	<b>117,252m<sup>2</sup></b>	<b>33.66 ha</b>

Source: WSCC Commercial, Industrial and Leisure Land Availability Survey 2008

5.7 Figure 4 shows a total of 117,252m<sup>2</sup> (net) of employment floorspace committed for development as at 31<sup>st</sup> March 2008 with a site area totalling 33.66 hectares. This represents a slight decrease since 2006-07.

#### Core Indicator 4

#### Total amount of floorspace for 'town centre uses'

5.8 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 floor space is provided (defined as sales space which customers have access to and excluding areas such as storage).

Figure 5 – Town Centre Uses – Completed Retail, Office and Leisure Development as at 31<sup>st</sup> March 2008

Location	Use Class	Gross Floorspace (m <sup>2</sup> )	Net Floorspace (m <sup>2</sup> )	Site Area (ha)
Town centre areas	A2	73	0	0.01
Local Authority area	A1	731	196	0.22
	A2	145	0	0.02
	B1a	385	385	0.53
<b>Total</b>		<b>1,334</b>	<b>581</b>	<b>0.78</b>

Source: WSCC Commercial, Industrial and Leisure Land Availability Survey 2008

5.9 A total of 1,334m<sup>2</sup> gross floorspace (581m<sup>2</sup> net) was completed in 2007/8 relating to 'town centre uses'. Of this 73m<sup>2</sup> gross floorspace was actually completed within a defined town

centre area. There were no (D2) leisure uses completed within this period. With regard to retail development, the net additional tradable floorspace was 581m<sup>2</sup>.

**Local Indicator 1 – Net stock of businesses setting up in the District**

5.10 This local 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>9</sup>) and as a general indicator of the size of the business population and economic health. Registrations are the number of enterprises registering for VAT each year and serves as an indicator of the number of business start-ups. Deregistrations show the number of businesses de-registering from VAT each year and is an indicator of the number of closures<sup>10</sup>.

5.11 This indicator details that there has been a small net increase in the number of VAT registered businesses within the District for the period 1<sup>st</sup> January 2006 to 31<sup>st</sup> December 2007, which indicates that the economy at this date for the District was fairly healthy. However, it should be noted that the impact of the current economic downturn might not be indicated until next years Annual Monitoring Report.

Figure 6 – VAT registrations/ deregistrations by industry 2007

Industry <sup>11</sup>	Registrations	Deregistrations	Stock at end of year	Net change
<b>Agriculture; Forestry and fishing</b>	5	20	230	-15
<b>Mining and quarrying; Electricity, gas and water supply</b>	0	0	5	0
<b>Manufacturing</b>	25	20	400	5
<b>Construction</b>	80	45	680	35
<b>Wholesale, retail and repairs</b>	65	55	950	10
<b>Hotels and restaurants</b>	35	25	280	10
<b>Transport, storage and communication</b>	15	15	205	0
<b>Financial intermediation</b>	10	10	150	0
<b>Real Estate, renting and business activities</b>	245	175	2,290	70
<b>Public administration; Other community, social and personal services</b>	25	35	560	-10
<b>Education; health and social work</b>	5	5	95	0
<b>Total</b>	<b>510</b>	<b>405</b>	<b>5,845</b>	<b>105</b>

<sup>9</sup> Best currently available data to 'fit' to AMR reporting period.

<sup>10</sup> Please note that figures exclude most one-person businesses. Businesses deregistering from VAT do so due to closure, or (in a minority of cases) because turnover has fallen below the registration threshold. Closure does not necessarily involve bankruptcy or insolvency proceedings, which make up around ¼ of closures. It should also be noted that only 1.9m of the estimated 4.3m UK businesses are registered for VAT.

<sup>11</sup> UK Standard Industrial Classification of Economic Activities 2003

## SECTION B - HOUSING

### Introduction

5.12 This section provides information about housing in Mid Sussex including:

- A housing trajectory detailing the number of houses built since 2001, the District's housing requirements against its housing land supply up to 2022/23 and how the delivery of housing is being managed.
- The percentage of homes completed on previously developed land.
- The provision of affordable homes.
- An overview of provision for Gypsies and Travellers.

5.13 It is important to note that an update of the housing trajectory and the five-year housing land supply will be issued on completion of the Strategic Housing Land Availability Assessment and made available on the District Council's website. The Assessment is an important evidence based document that will be used to help inform the location of possible future development and the District's housing requirements. For further details on the SHLAA, please see Paragraph 5.33 and 3.8).

### Core Indicator 5

#### Plan period and housing targets

5.14 In previous Annual Monitoring Reports, the West Sussex Structure Plan set the housing requirement for Mid Sussex at 9,700 (net) new homes for the period 2001 – 2016. When adopted, the emerging Regional Spatial Strategy, the South East Plan, will supersede the Structure Plan and set the housing requirement for the plan period 2006 – 2026. As at 1<sup>st</sup> April 2008, the Regional Spatial Strategy had been examined and the Report of the Panel published (August 2007) and therefore had progressed significantly towards adoption. In accordance with PPS3<sup>12</sup>, it is considered appropriate to report the District's housing requirements against the requirement of the emerging South East Plan as at this date.

5.15 The South East Plan (following the Examination in Public) Panel Report set the District housing requirement at 15,100 homes for the plan period 2006 – 2026. Whilst not within the reporting period, the Secretary of State's Proposed Modifications to the South East Plan published July 2008 increased the requirement to 17,100 homes. The final South East Plan is due for publication early 2009 and will set the final housing figure for the District for the period 2006 – 2026.

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<sup>12</sup> Paragraph 53 - In circumstances where Regional Spatial Strategies are in development, or subject to review, Local Planning Authorities should also have regard to the level of housing provision as proposed in the relevant emerging Regional Spatial Strategy.

5.16 The South East Plan (Panel Report) requirement has been annualised for monitoring purposes by dividing the net requirement equally over the twenty-year plan period, which equates to approximately 755 homes per annum.

**Figure 7 – West Sussex Structure Plan and South East Plan housing requirements**

Housing requirement	Total requirement	Annualised requirement
<b>Structure Plan (Adopted) 2001 – 2016</b>	9,700 (net)	647
<b>Emerging South East Plan (Panel Report) 2006 – 2026</b>	15,100	755

**Core Indicator 6**

**Housing trajectory**

5.17 The housing trajectory shows the situation as at 1<sup>st</sup> April 2008 (figure 8). Commitment figures detailed in the trajectory are based on allocations (Local Plan and Small Scale Housing Allocations Document), previously developed land sites identified for development through the Urban Potential Study (2005), town centre redevelopments subject to adopted Town Centre Master Plan SPDs and sites with extant planning permission as at 1<sup>st</sup> April 2008, based on the West Sussex Housing Land Supply Study (2008).

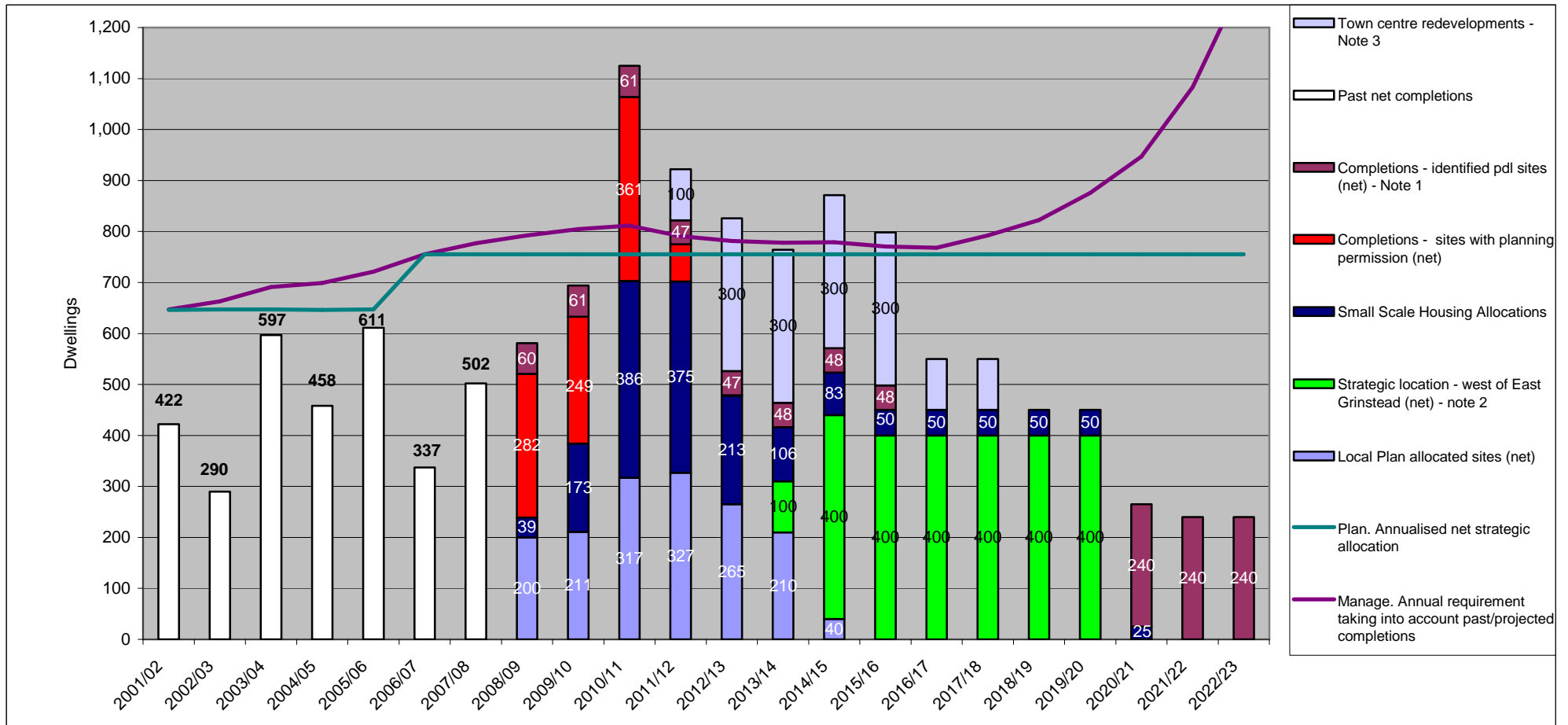
5.18 Whilst 2007/08 showed a marked increase in development since 2006/07 (from 337 to 502 net dwellings), Mid Sussex has fallen short of its annualised housing requirement since 2001. The trajectory currently demonstrates that housing completions will fall short of requirements for the period 2008/9 – 2009/10 but will pick up and meet or exceed requirements for the period up until 2016. Beyond this, the trajectory demonstrates a shortfall in housing land supply. It should be noted that the emerging Core Strategy will provide additional housing land supply through the allocation of strategic developments over the plan period including housing in the short/medium term and will be included in the housing land supply once it has been identified for housing through the SHLAA. The reasons for the shortfalls in completions over recent years and the assumptions behind future completion rates are set out in the following section.

### Mid Sussex Housing Trajectory – 2008 – 2026

Figure 8 - Housing Trajectory for Mid Sussex District Council as at 1<sup>st</sup> April 2008 – figures

	ACTUAL COMPLETIONS							PROJECTED COMPLETIONS														
	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Completions (allocated sites)	184	93	316	178	196	98	304	239	384	703	702	478	416	523	450	450	450	450	450	25	0	0
Completions (non-allocated sites)	265	230	313	352	446	321	231	354	336	453	224	348	348	348	348	100	100	0	0	240	240	240
Total Past Completions	449	323	629	530	642	419	535															
Total Projected Completions								593	720	1,156	926	826	764	871	798	550	550	450	450	265	240	240
Estimated losses	27	33	32	72	31	82	33	12	26	31	4	0	0	0	0	0	0	0	0	0	0	0
Past net completions	422	290	597	458	611	337	502															
Projected net completions								581	694	1,125	922	826	764	871	798	550	550	450	450	265	240	240
Local Plan allocated sites (net)								200	211	317	327	265	210	40	0	0	0	0	0	0	0	0
Small Scale Housing Allocations								39	173	306	375	213	106	83	50	50	50	50	50	25	0	0
Completions - sites with planning permission (net)								282	249	361	73	1	0	0	0	0	0	0	0	0	0	0
Completions - identified pdl sites (net) - Note 1								60	61	61	47	47	48	48	48	0	0	0	0	240	240	240
Strategic location - west of East Grinstead (net) - note 2								0	0	0	0	0	100	400	400	400	400	400	400	0	0	0
Town centre redevelopments - Note 3								0	0	0	100	300	300	300	300	100	100	0	0	0	0	0
Projected net completions								581	694	1,125	922	826	764	871	798	550	550	450	450	265	240	240
Cumulative net completions	422	712	1,309	1,767	2,378	337	839	1,420	2,114	3,239	4,161	4,987	5,751	6,622	7,420	7,970	8,520	8,970	9,420	9,685	9,925	10,165
Plan. Annualised net strategic allocation	646	647	647	646	647	755	755	755	755	755	755	755	755	755	755	755	755	755	755	755	755	755
Monitor. Position above/below zero indicates how many dwellings above or below the cumulative allocation at any point in time	-224	-581	-631	-819	-855	-418	-671	-845	-906	-536	-369	-298	-289	-173	-130	-335	-540	-845	-1,150	-1,640	-2,155	-2,670
Manage. Annual requirement taking into account past/projected completions	647	663	691	699	721	755	777	792	805	812	791	781	778	779	771	768	792	823	876	947	1,083	1,294

Figure 8a - Mid Sussex Housing Trajectory graph – as at 1<sup>st</sup> April 2008

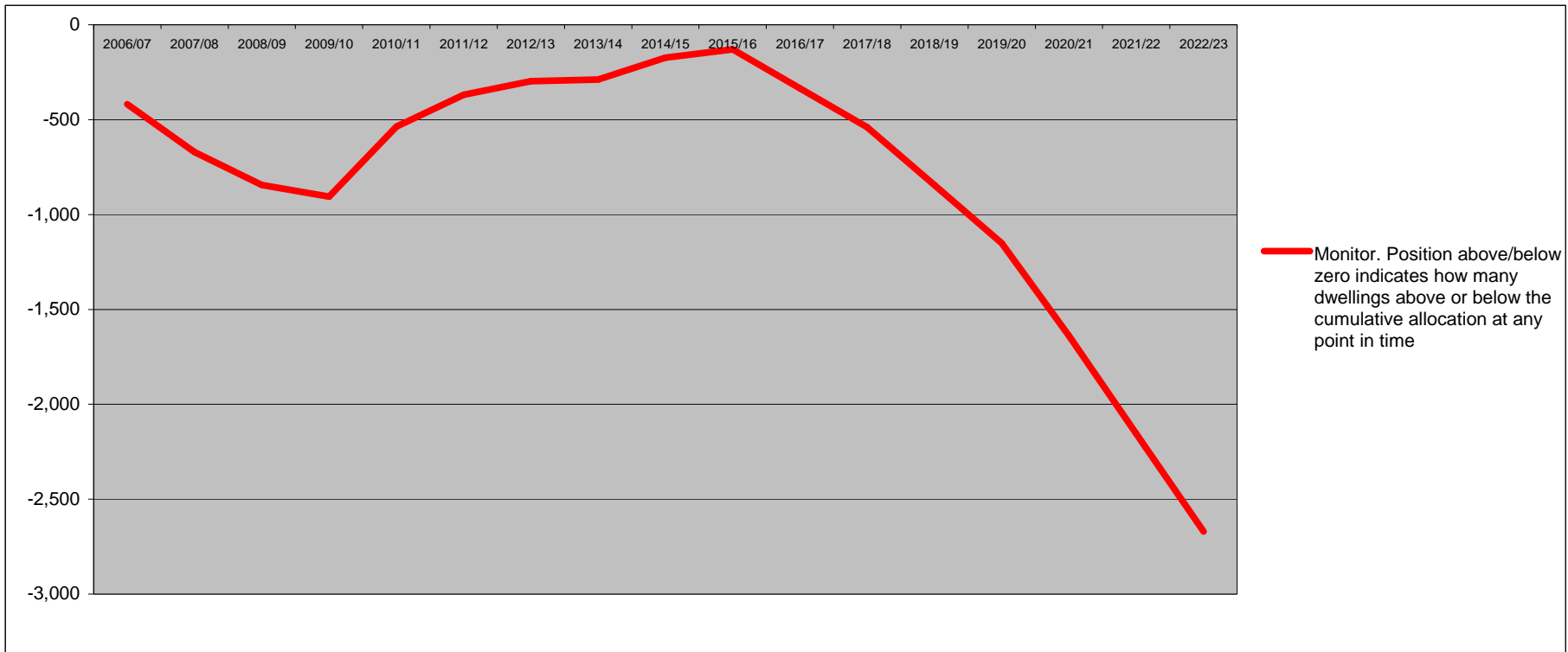


Note 1 – Derived from Urban Potential Study (2005). Figure is remaining sites with a 20% discount to allow for uncertain provision. For the purposes of the trajectory, this figure has been annualised for the plan period 2008/09 – 2010/11 and 2011/12 – 2015/16.

Note 2 – As per West Sussex Structure Plan (2005).

Note 3 – As per Town Centre Master Plan SPDs.

Figure 8b - Mid Sussex Housing Trajectory graph (monitor) – as at 1<sup>st</sup> April 2008



## Five-year housing land supply

5.19 The Government's Planning Policy Statement 3: (PPS3) Housing<sup>13</sup> requires all local planning authorities to identify and maintain a rolling five-year supply of deliverable land for housing informed by a Strategic Housing Land Availability Assessment (see Paragraph 5.33) or other relevant evidence. Sites included within the five-year supply should be considered deliverable.

To be considered **deliverable** a site should:

- Be **Available** – the site is available now.
- Be **Suitable** – the site offers a suitable location for development now and would contribute to the creation of sustainable, mixed communities.
- Be **Achievable** – there is a reasonable prospect that housing will be delivered on the site within five years.

5.20 The five-year supply should<sup>14</sup> be measured from 1<sup>st</sup> April after the submission of the Annual Monitoring Report and should therefore identify a supply for the period 1<sup>st</sup> April 2009 to 31<sup>st</sup> March 2014.

5.21 The five-year supply reported in this Annual Monitoring Report is based on information from all identified deliverable sources of housing supply in the District and includes sites that are allocated through the Mid Sussex Local Plan and the Small Scale Housing Allocations Document, subject to extant planning permission or are identified for development through the Urban Potential Study (updated) and the Town Centre Master Plan Supplementary Planning Documents. Further details of all these sources of housing land supply are detailed below.

5.22 The five-year housing land assessment demonstrated in figure 9 indicates that Mid Sussex has a five-year housing land supply (5.4 years).

Figure 9 – Mid Sussex District Council five-year housing land supply 2009 – 2014 as at 1<sup>st</sup> April 2008

<b>Requirement 2009 - 2014</b>	
South East Plan Requirements 2006-2026	15,100
Dwellings completed 2006/07 - 2008/9	1,420
South East Plan Requirements 2009 - 2026	13,680
Annual requirement	805
<b>Five year requirement 2009-2014</b>	<b>4,024</b>
<b>Forecast house building 2009 - 2014</b>	
Local Plan allocated sites	1,330
Small Scale Housing Allocations Document	1,253
Sites with planning permission	684
Identified previously developed land sites	264
Town centre redevelopments	700
Strategic location - East Grinstead	100
<b>Five year supply 2009-2014</b>	<b>4,331</b>
<b>Supply compared with requirement</b>	<b>+307</b>
<b>% compared with requirement</b>	<b>107.6%</b>
<b>Years supply</b>	<b>5.4</b>

<sup>13</sup> See paragraph 54 PPS3

<sup>14</sup> DCLG publication 'Core Output Indicators – Update 2/2008'



### Progress towards housing requirements

- 5.23 The housing trajectory demonstrates that, due to the shortfall in housing completions since 2006/07, its annual requirement as at 1<sup>st</sup> April 2008 has increased from 755 to 792 homes per year. The following section reviews the reasons for this shortfall, how the Council has taken steps to improve its delivery and how future housing is expected to come forward.
- 5.24 The shortfall in housing completions over recent years has largely been caused by the delay in the delivery of the two largest Local Plan allocations – HH2 and HH3 to the south and south west of Haywards Heath. Delays were initially caused by the failure of the NHS Executive to bring land forward for development, which was first granted planning permission in 2003. The development of these allocations is largely dependent upon the completion of the Haywards Heath Relief Road. Permission for the ‘NHS land’ (HH3) includes the construction of Stage 6 of the relief road. Applications for 725 dwellings on HH2 were submitted in 2004 but were deferred in July 2005 pending decisions on the NHS land and certainty over delivery of the relief road. A public inquiry into an appeal against non-determination of these applications was held in 2006-2007 and permission was granted for 685 dwellings in March 2008 (310 of which can be constructed prior to the completion of the relief road). Around 900 dwellings have been affected by this delay.
- 5.25 It is recognised that the current poor economic conditions and the weakening housing market are likely to impact negatively upon the delivery of housing in Mid Sussex. This factor has been taken into account when compiling the timescales for commitment figures included in the housing trajectory.
- 5.26 The Council has taken steps where possible in recent years to aid and improve the delivery of major housing schemes. These include:
- The lifting of the reserve status on the Local Plan allocated Mackie Avenue site in Hassocks of which Phase I is nearing completion. Phase II currently has outline planning permission.
  - The publication of development briefs to inform developers and other interested parties of the constraints and opportunities presented by sites and the type of development expected or encouraged by local planning policies.
  - The establishment of the Planning Implementation Team which is dedicated to working on major planning schemes and aims to work closely with developers to bring housing schemes forward quicker. This has contributed towards a significant reduction in the length of time in deciding major applications.
  - The establishment of a new District Planning Committee to specifically determine applications that are large, complex or challenging.
- 5.27 The Council has taken necessary steps to increase the available short-term housing land supply. In April 2008, the Council adopted its Small Scale Housing Allocations Document. This was the first Development Plan Document to be published by the District Council through the Local Development Framework with the purpose to allocate land to help meet the District’s housing requirements up to 2016 including previously developed (brownfield) land and greenfield sites. These allocations total 1,650 homes with an additional reserve site allocation of 140 dwellings should a deficiency in housing supply be demonstrated. It is expected that approximately 1,250 dwellings will be completed from this source over the period 2009/10 – 2013/14, detailed in Figure 10.

**Figure 10 – Allocated Small Scale Housing Allocations Document sites where completions are expected 2009-10 – 2013-14**

Site	Details
Keymer Tile Works, Nye Road, Burgess Hill	Outline planning application received. Although allocated for a total of 475 dwellings, development is phased by policy and 150 dwellings are expected during this period.
Land adjacent to Manor Road, Burgess Hill	Although allocated for 123 dwellings, it is expected that this site will deliver approximately 100 dwellings during the period as development is phased by policy.
Newton Road, Lindfield	Resolved that planning permission be granted, but awaiting Section 106 agreement likely to be issued January 2009. It is expected that this site will deliver approximately 120 dwellings.
North of Maltings Park, Burgess Hill	Application recently withdrawn although re-application expected soon. Meeting arranged with new architects. It is expected that this site will deliver approximately 105 dwellings.
Land south of Grange Road, Crawley Down	Site allocated for 98 dwellings. Pre-application discussions are being held for this site and it is expected that 65 dwellings will come forward during this period.
Folders Meadow, Burgess Hill	Site allocated for 90 dwellings. Application for 78 dwellings on this site is to be reported to Committee January 2009.
St. Margaret's Convent, East Grinstead	Site allocated for a total of 131 dwellings. 61 dwellings commenced nearing completion on previously developed part of site. Pre-application discussions held for remaining greenfield part and 70 dwellings expected for completion.
Gravelye Lane/ Lyoth Lane Lindfield	Permission refused on this site prior to its inclusion in the Small Scale Housing Allocations Document. An application has been lodged but it is currently incomplete. It is expected that this site will deliver approximately 65 dwellings.
Sandrocks, Haywards Heath	An application is expected soon as pre-application advice including a public exhibition held. It is expected that this site will deliver approximately 65 dwellings.
Mackie Avenue, Hassocks (extension)	Extant outline permission for 130 dwellings. A full application and commencement of this site is expected in the short-term.
Chatfield Road, Cuckfield	Pre-application discussion held. Application expected January 2009. It is expected that this site will deliver approximately 42 dwellings.
Station Goods Yard, Hassocks	Valid planning application awaiting decision. It is expected that this site will deliver approximately 70 dwellings.
Junction of Windmill Lane/ London Road, East Grinstead	Planning permission refused although re-application expected soon. It is expected that this site will deliver approximately 40 dwellings (35 dwellings net).
Gas Holder Station, Burgess Hill	Pre-application discussion held on this site. It is expected that this site will deliver approximately 58 dwellings.
Dunnings Mill, East Grinstead	Outline planning permission pending. It is expected that this site will deliver approximately 40 dwellings.
Land adjacent to Moatfield Surgery, East Grinstead	It is expected that this site will deliver approximately 17 dwellings.

5.28 Many of the delayed Local Plan housing sites have made significant progress over the monitoring period and have applications pending; planning permission secured or commenced. It is expected that sites from Local Plan allocations will deliver approximately 1,570 dwellings over the plan period and 1,330 completions 2009-10 - 2013-14 detailed in Figure 11.

Figure 11 - Allocated Local Plan sites where completions are expected 2009/10 – 2013/14

Site	Details
Bolnore Village, Haywards Heath Phases 4 and 5	See Paragraph 5.24. An application has been received for Phase 4a. This allocation should deliver a total approximately 500 dwellings during this period.
Haywards Heath South East Sector	Extant full permission exists. Significant work has been undertaken on 'Anscombe Wood' parcel. This site should deliver approximately 220 dwellings during this period.
Haywards Heath Station <sup>15</sup>	Site allocated for 150 dwellings although this total is expected to increase considerably subject to the adopted Town Centre Master Plan (see below).
Mackie Avenue, Hassocks	Permission secured for 120 dwellings. This site is nearing completion
Folders Farm, Burgess Hill	Permission secured for 90 dwellings. This site is nearing completion
Former St. Paul's School, Haywards Heath	Permission secured for 80 dwellings. This site is nearing completion
Land west of Orchard Way, Hurstpierpoint	Permission secured for 65 dwellings. This site is nearing completion.
Land west of the High Street, Cuckfield	Permission secured for 63 dwellings. This site is nearing completion.
Station yard/ car park, Burgess Hill	Allocated for 60 dwellings although following pre-application discussions, it is expected that an application will result in a yield higher than the allocation.
Land north of Rookery Farm, Rocky Lane, Haywards Heath	Allocated for 45 dwellings. An application has been received for 90 dwellings at this site (although it is currently invalid).
Stonequarry Woods, East Grinstead	Allocated for 40 dwellings. Previous application refused on highway grounds. Subject to approval this site could result in up to 60 dwellings during this period.
Clockfield, Turners Hill	Allocated for 30 dwellings. An application was recently refused on grounds of layout and design. An improved scheme is likely to be resubmitted in the short-term.

<sup>15</sup> The potential yield from this allocated site has not been included in the trajectory for Local Plan sites to prevent double counting with the Town Centre Master Plans.

### Core Strategy

- 5.29 The Core Strategy is an important source of housing land supply and will contribute towards meeting a large proportion of the district's requirements over the plan period up to 2026. As at 1<sup>st</sup> April 2008, the emerging Core Strategy was at an early stage (its Pre-Submission Stage). The Document proposed an approach for broad options for new housing that includes town centre redevelopment opportunities (see below) and strategic development at Burgess Hill (3,000), Haywards Heath/ Lindfield (1,500) and new development in the rural areas as village extensions (1,000).
- 5.30 The strategic development options detailed in the Pre-Submission Core Strategy are not included as a source of housing land supply within the trajectory because as at 1<sup>st</sup> April 2008, these sites could not be considered as an identifiable deliverable or developable source as the options for development required further consideration following public consultation held February/ March 2008. The options for development within the Proposed Submission Core Strategy will be included in the housing land supply, as the Council will consider them suitable, achievable and available and therefore deliverable and developable. The subsequent amendments to the housing trajectory and the District's five-year housing land supply will be adjusted accordingly.

### Town Centre Master Plans

- 5.31 In 2004, the Council formed the Better Mid Sussex Partnership with Thornfield Properties plc to bring about the revitalisation of the District's three town centres. Development promoted through the Town Centre Master Plans for Burgess Hill, East Grinstead and Haywards Heath will deliver approximately 1,500 dwellings over the plan period. It is considered that this source of housing land supply is included within the trajectory as all three Master Plans have been adopted as Supplementary Planning Documents and significant progress made on concept schemes following extensive public consultation. It is expected that the Queens Walk scheme in East Grinstead will deliver approximately 315 dwellings commencing in 2011. The Station Quarter scheme and Phase I of the Town Centre improvement in Haywards Heath are expected to commence in 2012 with a combined total of approximately 760 dwellings and the Burgess Hill Town Centre scheme will deliver approximately 220 dwellings and will commence in 2012. These schemes do not include 'intervention sites' which are sites highlighted through the Master Plans as having development opportunity, but are not being directly developed by the partnership. These sites will be assessed for the deliverability through the Strategic Housing Land Availability Assessment (see Paragraph 5.33). For further details see:

<http://www.midsussex.gov.uk/page.cfm?pageID=3878>

### Previously Developed Land

- 5.32 Another source of housing supply is development from identified previously developed (brownfield) land based on an update of the findings of the Urban Potential Study (April 2005). It is anticipated that approximately 420 dwellings will be delivered from this source of housing land supply (including a 20% discount to allow for any uncertain provisions) for the period up to 2015/16 including 122 dwellings for the period 2009/10 – 2010/11 and 142 homes for the period 2011/12 - 2013/14. For the purposes of the housing trajectory, these figures have been annualised.

Strategic Housing Land Availability Assessment

5.33 The Council is working on its Strategic Housing Land Availability Assessment to take into account the identification of deliverable (see Paragraph 5.19) and developable<sup>16</sup> sites and highlight existing constraints to delivery where they exist. The Assessment looks at both greenfield and previously developed (brownfield) sites and will supersede the Urban Potential Study when published early 2009. See [www.midsussex.gov.uk/shlaa](http://www.midsussex.gov.uk/shlaa) for further details.

Windfall development

5.34 An allowance is made for windfalls for 720 homes in the housing trajectory for the period 2020/21 - 2022/23. This allowance can be made as they fall outside the ten-year period from adoption of the Core Strategy and are not therefore precluded by PPS3: Housing<sup>17</sup>. The rate of delivery is based upon delivery rates for housing from this source of supply 2001-02 to 2006-07.

**Core Indicator 7**  
**New and converted dwellings on previously developed land**

5.35 This indicator reports the gross number of completed new build dwellings plus change of use and conversions of existing buildings provided on previously developed (brownfield) land (as defined by Annex B of PPS3), as a total of all gross dwelling completions. Please note this indicator was previously reported as “Core Indicator 8 - Percentage of new and converted dwellings (gross) on previously developed land”.

5.36 Figure 12 shows 47.7% of all new and converted dwellings completed between 1<sup>st</sup> April 2007 and 31<sup>st</sup> March 2008 were developed on previously developed land in Mid Sussex.

Figure 12 - Percentage of new and converted dwellings on previously developed (brownfield) land

Monitoring period	Greenfield		Previously developed (brownfield) land	
	Units	% of total	Units	% of total
<b>2007 – 2008</b>	<b>280</b>	<b>52.3</b>	<b>255</b>	<b>47.7</b>
2006 - 2007	107	25.5	312	74.5
2005 - 2006	177	27.6	465	72.4
2004 - 2005	168	32.3	352	67.7

Source: WSCC Residential Land Availability Survey 2008

5.37 The Core Strategy Pre-Submission Document sets a target of 60% of new housing provided on previously developed (brownfield) land in line with PPS3<sup>18</sup> and the emerging South East

<sup>16</sup> To be considered ‘developable’, a potential housing site should be in a suitable location for housing development and there should be a reasonable prospect that the site is available for, and could be developed at the point envisaged.

<sup>17</sup> PPS3: Housing Paragraph 59.

<sup>18</sup> PPS3: Housing Paragraphs 40-44

Plan. In previous years, the level of housing completed on previously developed land was well beyond this target. However, the percentage of completions on previously developed land has decreased by almost 27% since the previous monitoring period.

5.38 As previously reported, this figure has been distorted by the progress of several Local Plan allocated greenfield sites including Bolnore Village, Haywards Heath (100), Hemsleys Nursery, Pease Pottage (77), Orchard Way, Hurstpierpoint (32), land west of High Street, Cuckfield (31) and Folders Farm, Burgess Hill (24). This was reflected in a large increase in homes built on greenfield land compared to the previous year (up 260%) coupled with a 20% decrease in completions on previously developed land. Whilst it is recognised that previously developed land is a relatively scarce resource in a rural district such as Mid Sussex, the Council will where possible identify and encourage opportunities for the re-use of previously developed land to.

**Core Indicator 8**  
**Net additional pitches (Gypsy and Traveller)**

5.39 This indicator monitors the level of (authorised) pitch provision against the identified needs of gypsies and travellers. Current needs are based on the Gypsies and Travellers Accommodation Needs Assessment (2007), which indicates 14 permanent pitches are required by 2011. In 2007-08, there were no additional Gypsy and Traveller pitches delivered within Mid Sussex. Please note this indicator was previously reported as “Local Indicator 5 - Gypsies and travellers - total number of available authorised sites in relation to identified demand”.

Figure 13 – Total number of available authorised sites in relation to identified demand

Current Provision		Identified Need
<b>Local Authority</b>	25 pitches (all permanent)	14 pitches (by 2011)
<b>Private</b>	11 pitches	

Source: Gypsies and Travellers Accommodation Needs Assessment 2007/ MSDC monitoring 2008

5.40 This indicator will develop further as the requirements and targets set by the emerging South East Plan become available and will be monitored through planning permissions for authorised sites.

**Core Indicator 9**  
**Gross affordable housing completions**

5.41 Affordable housing is defined in PPS3: Housing as including social-rented and intermediate housing (i) wholly funded through registered social landlord or local authorities, (ii) wholly funded through developer contribution or (iii) funded through a mix of public subsidy and developer contribution. Please note this indicator was previously reported as “Core Indicator 10 – Affordable housing completions”.

5.42 There were 105 affordable homes completed between 1<sup>st</sup> April 2007 and 31<sup>st</sup> March 2008<sup>19</sup>. This represents an increase from the 89 homes completed during 2006-07.

<sup>19</sup> This figure is taken the Mid Sussex Housing Development Database, which informs Mid Sussex's Housing Investment Programme (HIP) returns

5.43 The most recent Housing Requirements Study, undertaken in 2004, demonstrates the acute lack of affordable housing in Mid Sussex and recommends that an additional 551 affordable homes a year should be developed. Although this level of affordable housing development cannot feasibly be delivered annually in the District, the figure does emphasise the importance in maintaining, and where possible increasing, the level of provision in the coming years.

**Local Indicator 1 - Affordable housing provision**

5.44 Affordable housing provision from developers is sought through Local Plan policy H4 that secures 30% affordable housing provision on sites where 15 or more dwellings are proposed or which exceed 0.5 hectares in size (irrespective of the number of dwellings to be provided). The Council may consider commuted payments towards affordable housing but these will only be accepted where there are *exceptional* reasons preventing the provision of affordable housing.

5.45 For the period 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008, £215,665 was received towards affordable housing provision. During the same period, 115 affordable units were secured through proposed developments.

Figure 14 - Financial contributions towards affordable housing provision

Monitoring period	Financial contribution	Affordable units contribution
<b>2007 – 2008</b>	<b>£215,665</b>	<b>115</b>
2006 - 2007	£0	100
2005 - 2006	£475,000	103
2004 - 2005	£420,000	31

Source: MSDC monitoring 2008

**Local Indicator 2 – Affordable housing completions by tenure**

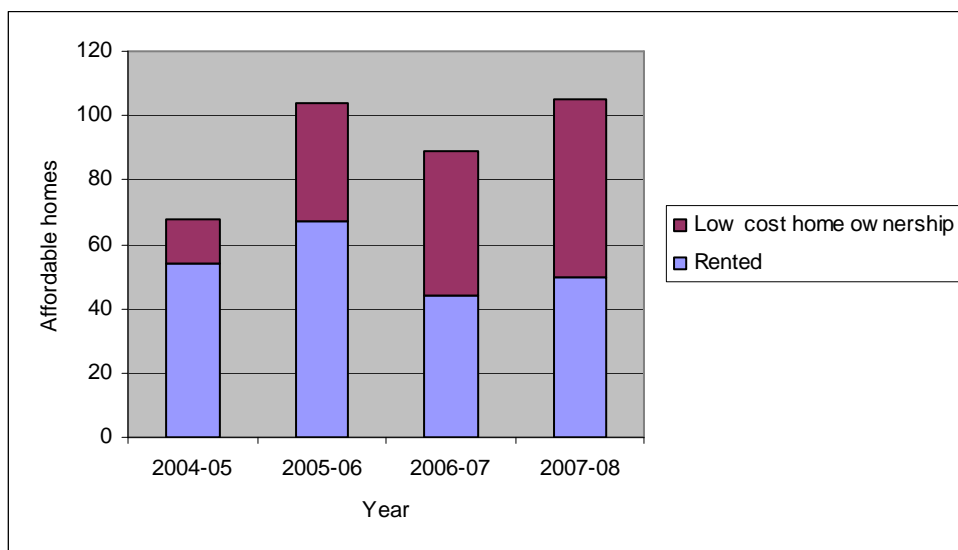
5.46 During the period from the 1<sup>st</sup> April 2007 through to the 31<sup>st</sup> March 2008, 105 affordable homes were completed. Figure 15 below shows the affordable completions by tenure.

Figure 15 – Affordable housing completions by tenure

Rented	Low cost home ownership	
	Key-worker	Non-key worker
50 units	24 units	31 units
	<b>Total</b>	<b>105 units</b>

Source: MSDC monitoring 2008

**Figure 16 – Affordable housing completions by tenure 2004 -2008**



Source: MSDC monitoring 2008

**Local Indicator 3 – Households accepted as full homeless**

5.47 From the 1<sup>st</sup> April 2007 to the 31<sup>st</sup> March 2008, 40 households were accepted as full homeless in Mid Sussex. This represents a decrease on the last monitoring period when 65 households were accepted as full homeless. The Mid Sussex Performance Indicator target for 2007-08 was for a maximum of 80 households for the monitoring period hence this target was met.

**Local Indicator 4 – Number of affordable housing dwellings completed on rural exception sites**

5.48 This monitors the level of affordable housing provided on rural exception sites, the criteria for selection and definition as set out in policy H5 of the Local Plan to help meet identified needs in the rural area where set criteria are met. For the period 1<sup>st</sup> April 2007 – 31<sup>st</sup> March 2008, no dwellings were completed on rural exception sites in Mid Sussex.

**Core Indicator 10  
Housing Quality – Building for Life Assessments**

5.49 The purpose of this indicator is to report the level of quality in new housing development defined as the number and proportion of total new build completions on housings sites (at or above 10 dwellings) reaching very good, good, average and poor ratings against the Building for Life criteria. It is not possible to report on this Indicator, as a monitoring framework has not yet been established. This is currently under review and it is intended to report on this indicator in next years Annual Monitoring Report.



## SECTION C – ENVIRONMENTAL QUALITY

### Core Indicator 11

**Number of planning permissions granted contrary to the advice of the Environment Agency on either flood defence grounds or water quality.**

Please note this indicator was previously reported under Core Indicator 16.

#### Water Quality

5.50 From the 1<sup>st</sup> April 2007 until the 31<sup>st</sup> March 2008, the Environment Agency did not object to any planning applications, 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.

#### Flooding

5.51 During the period from the 1<sup>st</sup> April 2007 to the 31<sup>st</sup> March 2008, the Environment Agency objected to eleven planning applications within Mid Sussex on flood risk grounds. Out of these applications, seven were subsequently withdrawn by the applicants, one was refused and the other three were permitted following the subsequent submission of acceptable flood risk assessments that resulted in the Environment Agency withdrawing their objections. Therefore, no planning applications, which had been submitted to Mid Sussex District Council in this monitoring period, were granted planning permission contrary to the Environment Agency's advice on flooding.

5.52 The Environment Agency website provides a comprehensive list of all objections on the grounds of flooding and water quality that were made from 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008. All of these objections were checked against the outcomes of those planning applications. Source: Monitoring Implementation of the Local Development Framework available from the Environment Agency's website - [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk).

### Local Indicator 5 – River quality

5.53 This indicator identifies the percentage of river quality objectives, as set by the Environment Agency, which had been met for all stretches of designated river within Mid Sussex. In previous years, the Environment Agency supplied the necessary data but due to the need to report on the issue of water quality in the context of targets set out in the Water Framework Directive, is in the process of revising how they monitor and report on water quality issues. For this reason, data that was consistent with the reporting of this Local Indicator is unavailable. The District Council, with the assistance of the Environment Agency, will attempt to set up a District-wide reporting mechanism for a Local Indicator on water quality for next years Annual Monitoring Report.

**Core Indicator 12**

**Change in areas of biodiversity importance**

5.54 This Indicator reports on losses and additions to areas of biodiversity importance that are designated areas and priority habitats, recognised for their intrinsic value, and includes areas of national and local significance. Please note this indicator partly reports a previous indicator, “Core Indicator 17 – (i) change in priority habitats and species (by type); and (ii) change in areas designated for their intrinsic environmental value including sites of international, national, regional or sub regional significance.

**Designated areas**

5.55 The Sussex Biodiversity Record Centre collects data for international, national, regional, sub-regional and local designated areas of environmental value within Mid Sussex. The Council has worked with the Sussex Biodiversity Records Centre to establish the amount of permitted applications within these designated areas for the monitoring period. The tables in this section provide the total area of each designated site within the District. Through work carried out with the Record Centre, the amount of each of these areas impacted by planning applications has been established.

5.56 Each of the figures given is the amount of the designated area, which has had planning applications granted within them. The planning applications considered were permissions granted for dwellings, commercial applications and minor developments. However, it should be noted that is not possible for the Sussex Biodiversity Record Centre to establish whether a designated area has deteriorated or species have been lost as a direct result of the developments approved.

5.57 There are no designations within Mid Sussex for the following internationally designated areas:

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

**Figure 17 - Sites of Special Scientific Interest (SSSI)**

National designation – there are 13 sites covering 639.6ha or 1.9% of Mid Sussex. Each SSSI is split into a number of units (42 in total). 95.2% of SSSI units in Mid Sussex have been found to be in 'favourable' or 'unfavourable but recovering' condition. This is an improvement on the previous year's figure where 90.5% of SSSI units were found to be in this condition.

Monitoring period	Sites in favourable/unfavourable but recovering condition <sup>1</sup>	Area of SSSI impacted by planning applications <sup>2</sup>	% of SSSI impacted by planning applications
2007 – 08	95.2%	0	0
2006 - 07	90.5%	0	0
2005 - 06	86%	14.5ha	2.3%
2004 - 05	70%	Not reported	Not reported

Sources: <sup>1</sup> Natural England SSSI dataset <sup>2</sup> Sussex Biodiversity Record Centre

**Figure 18 - Area of Outstanding Natural Beauty (AONB)**

National designation – 58.6%<sup>1</sup> of the district (19,563 ha) is covered by land designated as AONB. There are two designations, the South Downs AONB (3,208 ha - 9.6%) and the High Weald AONB (16,335 ha - 48.9%).

Monitoring period	Area of AONB impacted by planning applications <sup>1</sup>	% of AONB impacted by planning applications
2007- 2008	0.77 ha	0.02%
	17.89 ha	0.11%
	18.66 ha	0.13%
2006 - 2007	1.38 ha	0.04%
	45.96 ha	0.28%
	47.34 ha	0.24%
2005 - 2006	15.2 ha	0.5%
	125.2 ha	0.8%
	140.3 ha	0.7%
2004 - 2005	Not reported	Not reported

Source: <sup>1</sup> Sussex Biodiversity Records Centre.

**Figure 19 - Sites of Nature Conservation Importance (SNCI)**

Local designation – there are 50 sites within Mid Sussex covering an area of approximately 1,102 hectares.

Monitoring period	% of Mid Sussex covered by SNCI	Area of SNCI impacted by planning applications <sup>3</sup>	% of impacted SNCI by planning applications
2007 - 08	3.3%	0.03 ha	<0.1%
2006 - 07	3.3%	0	0
2005 - 06	3.3%	9.6ha	0.9%
2004 - 05	3.4%	Not reported	Not reported

Sources: <sup>1</sup> Mid Sussex GIS system <sup>2</sup> see information above regarding datasets <sup>3</sup> Sussex Biodiversity Record Centre.

Figure 20 - Local Nature Reserves (LNR)

Local designation – there are 5 sites within the District covering an area of 148 hectares. The increase in the area covered is a result of improved datasets and should not be assumed to be habitat expansion.

Monitoring period	Number of sites in Mid Sussex <sup>1</sup>	Area of LNR in Mid Sussex (ha) <sup>1</sup>	% of Mid Sussex covered by LNR	Area of LNR impacted by planning applications <sup>2</sup>	% of LNR in Mid Sussex impacted by planning applications
2007 – 08	5	148 ha	0.4%	0.01 ha	0.01%
2006 - 07	5	133 ha	0.4%	0	0
2005 - 06	5	133 ha	0.4%	0	0
2004 - 05	5	127 ha	0.4%	Not monitored	Not monitored

Source: <sup>1</sup> see information above regarding datasets <sup>2</sup> Sussex Biodiversity Record Centre.

5.58 It is hoped that future Annual Monitoring Reports will show that these designated areas have not diminished in size or, where monitored, in quality. It should be recognised that changes may occur to these areas that are outside of the control of the planning system, such as agricultural practices and landscape management. In addition, the area of these designations may change due to a revised assessment of areas worthy of designation (for example see figure 21 Ancient Woodlands).

### Priority habitats

5.59 Priority habitats are of national importance and are diverse. They include ancient, Ghyll and broadleaf woodland, chalk and dry acid grassland and Heathland. Sussex Biodiversity Records Centre has compiled all known established data and holds the most up to date habitat extent records although the extent of priority habitats in Sussex is only partly known. Work is underway to improve monitoring of priority habitat extent and condition by the Centre, although considerable investment is required if this information is to improve significantly. Currently, only the *condition* of Sites of Special Scientific Interest (SSSIs) priority habitats is known, research of which is undertaken by Natural England.

5.60 The Council has worked with the Sussex Biodiversity Records Centre to establish the amount of permitted applications within these priority habitats in Mid Sussex for the monitoring period. The following tables provide the total area of each priority habitat sites within the District and through work carried out with the Centre, the amount of each of these habitats that has been had planning applications granted within them.

5.61 The planning applications considered were permissions granted for dwellings, commercial applications and other developments (excluding householder applications). It is not possible for the Sussex Biodiversity Records Centre to establish whether a habitat has deteriorated or species have been lost as a direct result of the developments approved. Each of the figures given is the area of the priority habitat which has had planning applications granted within them. In addition, it should be noted that the area “impacted” refers to the total site area of the development, not just the development itself so, for example, the “impact” of a new outbuilding is measured not just by the area of space that the outbuilding occupies, but also by its surrounding site area.

5.62 The Sussex Biodiversity Records Centre has identified priority habitats for East and West Sussex. It is planned for Biodiversity Action Plans to be prepared for each habitat identified with objectives and targets linked to these Action Plans with the Sussex Biodiversity

Partnership undertaking monitoring on an annual basis. However, there is presently no funding available to the Partnership to undertake surveys to identify and monitor priority habitats and it is not therefore possible to report fully on this Indicator. The Council is currently looking at ways of enabling funding for such work, in particular seeking developer contributions towards biodiversity enhancements through the Core Strategy.

5.63 Please note that the Annual Monitoring Report is no longer reporting on key priority species presence and absence.

**Figure 21 - Ancient Woodland**

There are approximately 5,300 hectares (ha) of Ancient Woodland within the District.

Monitoring period	Area of Ancient Woodland in Mid Sussex	% of Mid Sussex covered by Ancient Woodland	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 – 2008</b>	<b>5,296 ha<sup>20</sup></b>	<b>15.9%</b>	<b>1.91 ha</b>	<b>0.04%</b>
2006 - 2007	5,296 ha	15.9%	2.13 ha	0.04%
2005 – 2006	3,989 ha	11.9%	22.18 ha	0.56%
2004 - 2005	4,266 ha	12.8%	Not reported	Not reported

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 2 hectares in size, which the previous survey did not. The revised survey found 607 previously unrecorded Ancient Woodlands, adding 1,200 hectares to the total of Ancient Woodlands known to exist in Mid Sussex.

**Figure 22 - Broadleaf Woodland (overlaps with some ancient woodland sites)**

There are approximately 4,600 ha of broadleaf woodland within the District (no change).

Monitoring period	Area of Broadleaf Woodland in Mid Sussex	% of Mid Sussex covered by Broadleaf Woodland	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 – 2008</b>	<b>4,598 ha</b>	<b>13.8%</b>	<b>2.33 ha</b>	<b>0.05%</b>
2006 - 2007	4,598 ha	13.8%	11.4 ha	0.25%
2005 – 2006	4,598 ha	13.8%	23.5 ha	0.51%
2004 - 2005	Not reported	Not reported	Not reported	Not reported

<sup>20</sup> There is a slight discrepancy between the figure reported by the Sussex Biodiversity Records Centre (5,296 ha) and the figure reported in the Ancient Woodland Survey (5,282 ha). This is due to a slight difference in the Geographic Information System mapping areas between the two datasets. For completeness in monitoring, the Sussex Biodiversity Records Centre figures are used.

**Figure 23 - Chalk Grassland**

There are approximately 411 ha of chalk grassland within the District. This decline in the amount of chalk grassland recorded is the result of a new grassland inventory carried out by the Sussex Wildlife Trust and therefore improved datasets. No planning applications have impacted on this habitat.

Monitoring period	Area of Chalk Grassland in Mid Sussex	% of Mid Sussex covered by Chalk Grassland	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>411 ha</b>	<b>1.2 %</b>	<b>0</b>	<b>0</b>
2006 - 2007	570.52 ha	1.7%	0	0
2005 – 2006	570.52 ha	1.7%	0	0
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Figure 24 - Ghyll Woodland**

There are approximately 1,452 ha of Ghyll Woodland within the District (no change).

Monitoring period	Area of Ghyll Woodland in Mid Sussex	% of Mid Sussex covered by Ghyll Woodland	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>1,452 ha</b>	<b>4.35%</b>	<b>0.07 ha</b>	<b>&lt;0.1%</b>
2006 - 2007	1,452 ha	4.35%	0.07 ha	<0.1%
2005 – 2006	1,452 ha	4.35%	2.03 ha	0.14%
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Figure 25 – Heathland**

There are approximately 222 ha of Heathland within the District. There has been a slight decline in Heathland which may be a reflection of improved datasets and should not be assumed to be habitat contraction as there have be no planning applications which have impacted on this habitat.

Monitoring period	Area of Heathland in Mid Sussex	% of Mid Sussex covered by Heathland	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>222 ha</b>	<b>0.66%</b>	<b>0</b>	<b>0</b>
2006 - 2007	245 ha	0.73%	0	0
2005 – 2006	245 ha	0.73%	1.3 ha	0.53%
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Figure 26 - Lowland Dry Acid Grassland (overlaps with some lowland meadow sites)**

There are approximately 82 ha of lowland meadow sites within the District. This increase in the amount of lowland dry acid grassland recorded is the result of a new grassland inventory carried out by the Sussex Wildlife Trust and therefore improved datasets. No planning applications have impacted on this habitat.

Monitoring period	Area of Lowland Dry Acid Grassland in Mid Sussex	% of Mid Sussex covered by Lowland Dry Acid Grassland	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>82.4 ha</b>	<b>0.25%</b>	<b>0</b>	<b>0</b>
2006 - 2007	50.4 ha	0.15%	0	0
2005 – 2006	50.4 ha	0.15%	0	0
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Figure 27 - Lowland Meadows**

There are approximately 191 ha of lowland meadow within the District. This dramatic increase in the amount of lowland meadow recorded is the result of a new grassland inventory carried out by the Sussex Wildlife Trust and therefore improved datasets. No planning applications have impacted on this habitat.

Monitoring period	Area of Lowland Meadows in Mid Sussex	% of Mid Sussex covered by Lowland Meadows.	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>191.43 ha</b>	<b>0.57</b>	<b>0</b>	<b>0</b>
2006 - 2007	6.7	<0.1%	0	0
2005 – 2006	6.7	<0.1%	0	0
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Figure 28 – Reedbed**

There are approximately 0.58 ha of reedbed within the District. This decline in reedbed habitat is a result of improved datasets due to the appointment by the RSPB of a reedbed officer and more accurate surveying carried out. No planning applications have impacted on this habitat.

Monitoring period	Area of Reedbed in Mid Sussex	% of Mid Sussex covered by Reedbed.	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>0.58 ha</b>	<b>&lt;0.1%</b>	<b>0</b>	<b>0</b>
2006 - 2007	3.5 ha	<0.1%	0	0
2005 – 2006	0.3 ha	<0.1%	0	0
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Figure 29 - Wet Woodland (overlaps with Ghyll Woods)**

There are approximately 192 ha of wet woodland within the District.

Monitoring period	Area of Wet Woodland in Mid Sussex	% of Mid Sussex covered by Wet Woodland.	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>192 ha</b>	<b>0.57%</b>	<b>0.08</b>	<b>&lt;0.1%</b>
2006 - 2007	192 ha	0.57%	0.17 ha	<0.1%
2005 – 2006	3,532 ha	10.58%	28.11 ha	0.80%
2004 - 2005	Not reported	Not reported	Not reported	Not reported

The large decrease seen for 2006-07 was due to an improvement in dataset accuracy. To put the figures in context, the revised total for the whole of West Sussex is 1,123 ha.

**Figure 30 - Notable Road Verge**

There are approximately 10 ha of notable road verge within the District.

Monitoring period	Area of Notable Road Verge in Mid Sussex	% of Mid Sussex covered by Notable Road Verge.	Area impacted by planning applications	% of habitat impacted by planning applications
<b>2007 - 2008</b>	<b>9.86 ha</b>	<b>&lt;0.1%</b>	<b>0</b>	<b>0</b>
2006 - 2007	8.12 ha	<0.1%	0	0
2005 – 2006	8.12 ha	<0.1%	0	0
2004 - 2005	Not reported	Not reported	Not reported	Not reported

**Local Indicator 6 – Applications granted contrary to advice given by Natural England on priority species and habitats and/or biodiversity grounds.**

5.64 From the 1<sup>st</sup> April 2007 until the 31<sup>st</sup> March 2008 no planning applications had objections raised by Natural England.

**Core Indicator 13  
Renewable energy generation**

5.65 In previous Annual Monitoring Reports this indicator has been reported as ‘Core Indicator 18 – Renewable energy capacity installed by type’. DCLG<sup>21</sup> guidance includes the format this indicator should be reported. The District Council has attempted to obtain as comprehensive data and information as possible to enable this indicator to be reported. Where this has not been possible, every attempt will be made to report on this indicator more comprehensively in future Annual Monitoring Reports.

<sup>21</sup> DCLG publication ‘Core Output Indicators – Update 2/2008’



5.66 The previous Annual Monitoring Report was, for the first time, able to report at a district-wide level the installed capacity for renewable energy. Once again, the District Council has been able to obtain this data and this is presented in the following table.

**Figure 31 – Renewable energy installations within Mid Sussex (as at 31<sup>st</sup> March 2008)**

Technology	Installed capacity (MW)	Indicative 2010 target	
		Electricity (MW)	% target attained
Wind (onshore)	0	0.969	0%
Solar photo-voltaic	0.0215	0.254	8%
Hydro	0	n/a	n/a
Biomass <sup>22</sup>	0.465 (biogas/sewage gas)	3.763	12.36%
<b>TOTAL</b>	<b>0.4865</b>	<b>4.986</b>	<b>9.8%</b>

Source: SEE-Stats database (operated by TV Energy for the South East Sustainable Energy Partnership)

5.67 The information above shows a slight increase in attaining the 2010 target compared to the previous reporting year (as at the 31<sup>st</sup> March 2007, 9.6% of the District’s target for 2010 had been met).

5.68 It should be noted that the information presented in this table is based on the best information available to the data partner in Sussex used by TV Energy, and is therefore not guaranteed to be a fully comprehensive snapshot. In partnership with TV Energy and ECSC, the District Council will make every effort to ensure a more comprehensive snapshot is provided in future years (i.e. the District Council will inform ECSC, the data partner, of any installed renewable energy installations permitted through the planning process).

5.69 In reporting on this indicator it needs to be recognised that a significant proportion of renewable energy installations are classed as ‘Permitted Development’ and therefore there is no means of monitoring their installation through the planning system. In terms of significant renewable energy schemes that received planning permission during the monitoring period, two stand-alone wind turbines were approved that are capable of generating 10kw. In addition, the Hoathly Hill biomass-heating scheme became operational during the monitoring period. This scheme supplies 300 Kw thermal of renewable heat (capable of heating 29 dwellings and a community building). There have also been a number of planning applications submitted for major residential developments (10 or more dwellings) that have included proposals to generate at least 10% of the predicted energy demand from these developments from on-site renewable energy schemes.

**Local Indicator 7 – Sustainable construction**

5.70 In the Annual Monitoring Report for 2004-05, a local indicator was established concerning the production of the District Council’s Supplementary Planning Document on Sustainable Construction. Although the original target date of adoption by March 2006 was not met, the Document was formally adopted on the 10th July 2006, supplementing a number of Local Plan policies on subjects such as energy and water conservation and renewable energy.

<sup>22</sup> This includes landfill gas, sewage sludge digestion, municipal solid waste combustion, co-firing and animal and plant biomass.

5.71 To ensure that the Document remains up to date, it will need to be reviewed once the Local Plan policies it supplements have been replaced by policies in Development Plan Documents (i.e. the Core Strategy) that the District Council will produce. For this reason, it has been decided that the aforementioned local indicator will be modified to monitor a review of this Document once the Local Plan policies that the Sustainable Construction SPD is supplementing have been replaced. This indicator now has a target of a review and replacement of the Sustainable Construction Supplementary Planning Document within a 6-month time frame from the adoption of the relevant DPD policies. At this stage it is envisaged that the SPD will need to be reviewed once the Core Strategy has been adopted. The Core Strategy Pre-Submission document included policies on sustainable resources and renewable energy. These policies will replace the majority of the policies that the current SPD is supplementing; hence a review of this document will be necessary.

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## **SECTION D - ADDITIONAL LOCAL INDICATORS**

5.72 Chapter 4 of this Report explains the importance of Local Indicators to help monitor the impacts of local policy in addition to Core Indicators. The inclusion of the following Local Indicators helps to meet this objective.

### **Local Indicator 8 – Air Quality**

5.73 The Environment Act 1995 placed a requirement on Local Authorities to assess air quality and establish Air Quality Management Areas to ensure air quality problems are dealt with. Where pollutants exceed specified thresholds an air quality management area will be designated. As at the 31<sup>st</sup> March 2008 there were no Air Quality Management Areas in the District. This represents no change from what the situation was for previous monitoring periods.

### **Local Indicator 9 – Recycling**

5.74 For the period 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008, 39.3% of domestic waste was recycled, against the target of 30%. This represents a marked increase on last years figure of 21.5%, largely as a result of the implementation of an alternative weekly refuse collection service, which continues to demonstrate a marked improvement in recycling rates. The Council will ensure that future Local Development Documents policies are in place to support the meeting of these targets.

### **Local Indicator 10 – Listed Buildings**

5.75 As at the 31<sup>st</sup> March 2008 there were no Grade I or Grade II\* Listed Buildings that were on the 'at risk' register. This represents no change from what the situation was for previous monitoring periods.

**Local Indicator 11 - Financial contributions towards sustainable transport measures**

5.76 Sustainable transport schemes include enhancements to the provision of public transport facilities, cycle ways, traffic calming measures and bus shelters. Contributions towards these schemes are sought through Local Plan policies G3 and T4, which both relate to infrastructure provision. From the 1<sup>st</sup> April 2007 through to the 31<sup>st</sup> March 2008, 19 Section 106 agreements were signed that contributed a combined total payment of £583,437 towards new and enhanced sustainable transport schemes (this indicator was previously reported as Local Indicator 7).

Figure 31 - Financial contributions towards sustainable transport measures

Monitoring period	No. of agreements	Financial contribution
<b>2007 - 2008</b>	<b>19</b>	<b>£583,437</b>
2006 - 2007	17	£559,324
2005 - 2006	21	£519,309
2004 - 2005	19	£211,230

Source: MSDC monitoring 2008

**Local Indicator 12 - Financial contributions towards leisure facilities**

5.77 Local Plan Policy G3 seeks to ensure that development provides the necessary infrastructure to support development. Within this policy context, the term infrastructure includes leisure facilities. From 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008, 22 Section 106 legal agreements were signed that contributed a combined payment of £1,154,016 towards the provision of leisure facilities in the district.

Figure 32 - Financial contributions towards leisure facilities

Monitoring period	No. of agreements	Financial contribution
<b>2007 - 2008</b>	<b>22</b>	<b>£1,154,016</b>
2006 - 2007	26	£700,893
2005 - 2006	28	£579,861
2004 - 2005	24	£286,963

## CHAPTER 6 – SUMMARY

- 6.1 This is Mid Sussex District Council's fourth Annual Monitoring Report as required by Section 35 of the Planning and Compulsory Purchase Act 2004. The District Council consider that the requirements of the Planning and Compulsory Purchase Act 2004 have been met and that guidance contained in the DCLG publication 'Core Output Indicators Update 2/2008' has been closely adhered to.
- 6.2 This Annual Monitoring Report covers the period 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008. During this timeframe, all of the Development Plan Documents have slipped against the timetables set out in the approved Local Development Scheme (October 2006). The Council has identified the need for the Council to produce a revised LDS, to provide a realistic programme for the preparation of Development Plan Documents taking into account lessons learnt as the new planning system and it should be noted that assessment against the adopted LDS (October 2006) does not provide an accurate indication of the extensive work and progress that has been made on the preparation of Development Plan Documents during the monitoring period.
- 6.3 Several local indicators have been reported on with the emerging Core Strategy in mind, in addition to those already developed to help reflect the diversity and context of the district. These will be developed further in future Reports as the Core Strategy progresses along with the impacts of policies contained within other Local Development Documents as these are adopted.
- 6.4 In accordance with DCLG guidance, a range of core output indicators have been monitored, including employment floorspace supply and housing supply. Key findings from these indicators show that Mid Sussex has had a slight increase in net completions of employment floorspace during the monitoring period but is currently falling below its required level of housing completions against the emerging South East Plan housing requirements.
- 6.5 In a few instances it has not been possible to monitor all the required core output indicators as the information needed has not been available to the District Council. In these instances, an update on the way of obtaining this information and monitoring these indicators for future Annual Monitoring Reports has been identified.

## **Glossary of terms used**

### **Abbreviations**

<b>AMR</b>	Annual Monitoring Report
<b>BVPI</b>	Best Value Performance Indicator
<b>DCLG</b>	Department for Communities and Local Governments <sup>23</sup>
<b>DPD</b>	Development Plan Document
<b>EA</b>	Environment Agency
<b>GOSE</b>	Government Office for the South East
<b>LDD</b>	Local Development Document
<b>LDF</b>	Local Development Framework
<b>LDS</b>	Local Development Scheme
<b>LPA</b>	Local Planning Authority
<b>LSP</b>	Local Strategic Partnership
<b>PPG</b>	Planning Policy Guidance
<b>PPS</b>	Planning Policy Statement
<b>RSS</b>	Regional Spatial Strategy
<b>SA</b>	Sustainability Appraisal
<b>SEA</b>	Strategic Environmental Assessment
<b>SCI</b>	Statement of Community Involvement
<b>SoS</b>	Secretary of State
<b>SEEDA</b>	South East England Development Agency
<b>SEERA</b>	South East England Regional Assembly
<b>SHLAA</b>	Strategic Housing Land Availability Assessment
<b>SPD</b>	Supplementary Planning Document

**Annual Monitoring Report** - This report looks at the implementation of the Local Development Scheme and how well the policies in the Local Development Documents are being achieved.

**Best Value Performance Indicator** - Data measuring local authority performance on a wide range of indicators used to allow comparisons between authorities.

**Community Strategy** – The Local Government Act 2000 requires Local Authorities to prepare a community strategy in conjunction with other public, private and community sector organisations. The Community Strategy was published in January 2004 and will be replaced by the Sustainable Communities Strategy 2008-2018 in early 2009. The vision of the Sustainable Communities Strategy (Consultation Document) is to improve the social, economic and environmental well being of the district by developing strong links between the Council and community stakeholders. The Strategy sets out the proposed vision and plans of the agencies, organisations and communities that are working together through the Local Strategic Partnership.

**Core Strategy** – This document is the principal Development Plan Document, setting out the long-term spatial vision for the District, as well as strategic objectives for the area and core policies.

**Development Plan** – As set out in section 38(6) of the Planning and Compulsory Purchase Act, an area's development plan consists of the relevant Regional Spatial Strategy and the Development Plan Documents contained within the Local Development Framework.

**Development Plan Documents** – All Local Authorities must produce Development Plan Documents. These documents include the Core Strategy, Site Specific Allocations of Land, Area

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<sup>23</sup> Formerly the Office of the Deputy Prime Minister (ODPM)

Action Plans (where needed), and Generic Development Control Policies. These are spatial documents and are subject to independent examination. There will be a right for those making representations seeking change to be heard at an independent examination.

**Indicators** - A measure of variables over time, which can be used to measure achievement of objectives.

**Local Development Document** – The collective term for documents that form part of the Local Development Framework. These documents can either be a Development Plan Document, a Supplementary Planning Document or the Statement of Community Involvement.

**Local Development Framework** - Introduced by the Planning and Compulsory Purchase Act 2004 as the replacement for Local Plans. It is the term used to describe the whole portfolio of planning policy documents (Local Development Documents) setting out the planning strategy and policies for the area. It consists of Development Plan Documents, Supplementary Planning Documents, a Statement of Community Involvement, the Local Development Scheme and the Annual Monitoring Report.

**Local Development Scheme** – This document sets out the timetable for the preparation of the Local Development Documents. It identifies which Development Plan Documents and Supplementary Planning Documents are to be produced and when.

**Local Plan** - The Local Plan sets out planning policies and allocations of land for development. It sets out where different types of development such as housing, shops and offices, are to be built during the plan period. Following commencement of the Planning and Compulsory Purchase Act (2004) they have been superseded by Local Development Frameworks.

**Local Strategic Partnership** – The partnership is a non-statutory, non-executive body bringing together representatives of the public, private and voluntary sectors. The Local Strategic Partnership is responsible for the preparation, implementation and monitoring of the Community Strategy.

**Planning and Compulsory Purchase Act (2004)** - Introduced significant changes to the plan making process at all levels.

**Planning Policy Statement** - Issued by central government to replace the existing Planning Policy Guidance notes in order to provide greater clarity and to remove from national policy advice on practical implementation, which is better expressed as guidance rather than policy.

**Proposals Map** – The adopted Proposals Map illustrates all of the policies and proposals in the Development Plan Document and any saved policies that are included in the Local Development Framework.

**Previously Developed Land** – (Also termed as brownfield land). Land which is or was occupied by a permanent structure (excluding agriculture or forestry buildings). The definition covers the curtilage of the development.

**Regional Spatial Strategy** – This strategy sets out the policies for the region in relation to development and use of land and forms part of the development plan for Local Authorities. See South East Plan.

**Section 106 Agreement** - A binding agreement between the Council and a developer on the occasion of granting a planning permission, regarding matters linked to the proposed development. Used to secure matters necessary to render planning applications acceptable by offsetting the costs of the external effects of development e.g. on local schools, which could not be secured through the imposition of planning conditions.

**Sites of Special Scientific Interest (SSSI)** - Areas identified by Natural England as being of special interest for their ecological or geological features.

**Site Specific Allocations** – These are allocations for specific or mixed uses of development contained in Development Plan Documents. The policies in the document will identify any specific requirements for individual proposals.

**South East England Development Agency (SEEDA)** - Is the Regional Development Agency for the South East, is responsible for the sustainable economic development and regeneration of the region. It is a business led organisation, with some government funding and is accountable to Government

**South East England Regional Assembly (SEERA)** - A representative body, comprising of elected councillors, nominated by the region's local authorities, regional representatives chosen by town and parish councils, voluntary sector, environmental groups, business and economic partnerships, education and cultural networks and faith communities.

**South East Plan** - The South East Plan is the Regional Spatial Strategy for this region and, once adopted, will replace existing regional guidance set out in Regional Planning Guidance Note 9 (RPG9). It is produced by SEERA and sets out a spatial framework of strategic policies that will promote an integrated, coordinated and a more sustainable approach to development in the region up to 2026. The South East Plan is due to be approved late 2008.

**Stakeholders** - Stakeholders include any person or organisation, local or national, who have a legitimate interest in what happens in our area.

**Statement of Community Involvement** –The Statement of Community Involvement is Mid Sussex District Council's formal policy to identify how and when local communities and stakeholders will be involved in the preparation of the documents to be included in the District's Local Development Framework. The Statement also sets out the process for consultation regarding planning applications that the District Council is responsible for determining.

**Strategic Environmental Assessment** – The European 'SEA Directive' (2001/42/EC) requires a formal environmental assessment of certain plans and programmes, including those in the field of planning and land use.

**Submission Version** – The version of a Local Development Document submitted to the Secretary of State and simultaneously made available for public consultation for a six-week period.

**Supplementary Planning Documents** – These documents provide supplementary information to the policies in the Development Plan Documents. They do not form part of the Development Plan and are not subject to independent examination.

**Sustainability Appraisal** – Sustainability Appraisal is a tool for appraising policies to ensure that they reflect sustainable development objectives (i.e. social, economic and environmental factors). It is required under the Planning and Compulsory Purchase Act to be carried out on all Development Plan Documents and Supplementary Planning Documents.

**Appendix 1 - Use Class Order Definition**

**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	<p>a - for the retail sale of goods other than hot food,  b - as a post office,  c - for the sale of tickets or as a travel agency,  d - for the sale of sandwiches or other cold food for consumption off the premises,  e - for hairdressing,  f - for the direction of funerals,  g - for the display of goods for sale,  h - for the hiring out of domestic or personal goods or articles,  i - for the washing or cleaning of clothes or fabrics on the premises,  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,  k - Internet cafes</p>
A2	Financial and Professional Services	<p>a - financial services,  b - professional services (other than health or medical services),  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.</p>
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),  b - for research and development of products or processes, or  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),                             <ul style="list-style-type: none"> <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> </li> </ul>
D1	Non-residential institutions	<p>Any use not including a residential use:</p> <ul style="list-style-type: none"> <li>a - for the provision of any medical or health services except the use of premises attached to the residence of the consultant or practitioner,</li> <li>b - as a crèche, day nursery or day centre,</li> <li>c - for the provision of education,</li> <li>d - for the display of works of art (otherwise than for sale or hire)</li> <li>e - as a museum,</li> <li>f - as a public library or public reading room,</li> <li>g - as a public hall or exhibition hall,</li> <li>h - for, or in connection with, public worship or religious instruction.</li> </ul>
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		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.

**Appendix 2 – Gross/Net Completions 1<sup>st</sup> April 2007 – 31<sup>st</sup> March 2008**

Site address	Built Units	Losses	Net built
Barn at Knowles Farm Street Lane Ardingly	1	0	1
Red Fox House Street Lane Ardingly	4	0	4
Avins Bridge Hotel College Road Ardingly	1	0	1
Adj 63 High Street Ardingly	1	0	1
17 Hammerwood Road Ashurst Wood	1	0	1
Tunnel Cottages High Street Balcombe	1	0	1
Folders Farm Burgess Hill	24	0	24
Southlands Keymer Road Burgess Hill	1	0	1
1a Keymer Road Burgess Hill	0	1	-1
Intech House Junction Road Burgess Hill	14	0	14
Inholmes Farm Bungalow 127 Cants Lane Burgess Hill	0	1	-1
Adj 1 Park Road Burgess Hill	1	0	1
5-7 Mill Road Burgess Hill	8	0	8
134 Lower Church Road Burgess Hill	0	1	-1
R/O 21 Downs Road Burgess Hill	1	0	1
32 Royal George Road Burgess Hill	3	1	2
26-28 Livingstone Road Burgess Hill	2	0	2
113 Fairfield Road Burgess Hill	6	0	6
W/O High Street Cuckfield	31	0	31
Adj Cedar Lea Mytten Close Cuckfield	1	0	1
Old Deaks Deaks Lane Ansty	1	0	1
Lodge Farm Copyhold Lane Cuckfield	1	0	1
Stanbridge House Staplefield Lane Staplefield	1	0	1
122-126 Holtye Road East Grinstead	0	3	-3
Adj 21 Hoskins Place East Grinstead	1	0	1
St Margarets Convent St Johns Road East Grinstead	22	0	22
10 St James Road East Grinstead	0	1	-1
2 Woodlands College Lane East Grinstead	2	0	2
21 St James Road East Grinstead	4	1	3
130 Holtye Road East Grinstead	13	0	13
Peredur Centre West Hoathly Road East Grinstead	2	0	2
Hazelden Farm Turners Hill Road East Grinstead	2	0	2
Weir Water Admirals Bridge Lane East Grinstead	0	1	-1
Adj 15 Dallaway Gardens East Grinstead	1	0	1
15 Portland Road East Grinstead	8	0	8
16 Railway Approach East Grinstead	0	3	-3
70 Queens Road East Grinstead	0	1	-1
Plot A Abbotswood Furzefield Road East Grinstead	1	0	1
9 Dorset Avenue East Grinstead	2	0	2
R/O Harvest Field London Road East Grinstead	2	0	2
1 Copthorne Road Felbridge East Grinstead	6	0	6
Adj Furzefield Furze Lane East Grinstead	1	0	1

Gwynne Gardens (Park Cottage & Clayton) London Road East Grinstead	6	2	4
Strath Cottage & 11-15 Copthorne Road Felbridge East Grinstead	0	1	-1
35 Grosvenor Road East Grinstead	0	1	-1
Ockley Manor Farm Ockley Lane Hassocks	3	0	3
West of Mackie Avenue Hassocks	7	0	7
7-8 Stanford Terrace Station Approach West Hassocks	2	0	2
79 Haywards Road Haywards Heath	2	0	2
Sussex Pub Sussex Road Haywards Heath	24	0	24
68-70 Sussex Road Haywards Heath	0	1	-1
Adj 3 Southdown Close Haywards Heath	1	0	1
27-29 Ashenground Road Haywards Heath	8	0	8
37 Wivelsfield Road Haywards Heath	2	0	2
St Pauls Catholic College Oathall Avenue Haywards Heath	12	0	12
77 New England Road Haywards Heath	1	0	1
Pilgrim Court America Lane Haywards Heath	26	0	26
39 Balcombe Road Haywards Heath	1	0	1
Phase 3 Bolnore Village Haywards Heath	14	0	14
Gravelye Farmhouse Hanlye Lane Cuckfield	1	0	1
2H & part 2J/2K Bolnore Village Haywards Heath	44	0	44
Part 2J Bolnore Village Haywards Heath	21	0	21
Part site 2K Bolnore Village Haywards Heath	20	0	20
15 Lucastes Lane Haywards Heath	0	1	-1
Sydney House Sydney Road Haywards Heath	24	0	24
R/O 27 Boltro Road Haywards Heath	4	0	4
Adj 25 Orchard Close Haywards Heath	1	0	1
48-50 Queens Road Haywards Heath	0	1	-1
67-69 The Broadway Haywards Heath	0	1	-1
W/O Orchard Way Hurstpierpoint	32	0	32
R/O 35 Hassocks Road Hurstpierpoint	1	0	1
S/O 69 Western Road Hurstpierpoint	1	0	1
Adj Walnut Tree Cottage London Road Sayers Common	2	0	2
Oak Trees Roundwood Lane Lindfield	0	1	-1
Littlecote 28 Compton Road Lindfield	12	0	12
Barn/Granary Grange Farm Buxshalls Hill	1	0	1
Byeways Ham Lane Scaynes Hill	0	1	-1
Field Cottage Sloop Lane Scaynes Hill	0	1	-1
Woodsland Farm Barn Keysford Lane Lindfield	1	0	1
Chestnuts Riding School London Road Pyecombe	0	1	-1
Hemsleys Nursery Pease Pottage	77	0	77
Adj 32 Truggers Handcross	1	0	1
Restlands Farm Chilling Street Sharpthorne	0	1	-1
2 Sharpthorne Terrace Top Road Sharpthorne	1	1	0
13-15 Hamsey Road Sharpthorne	2	1	1
Pitchwood Bowers Place Crawley Down	2	1	1
Sarane Lodge Burleigh Lane Crawley Down	1	0	1

Wyngates Copthorne Bank Copthorne	2	0	2
Readers Borers Arms Road Copthorne	0	1	-1
Rambleon Wallage Lane Rowfant	1	0	1
Wyngates Copthorne Bank Copthorne	0	1	-1
14 Buckley Place Crawley Down	1	0	1
Ley House Farm Bungalow Old Hollow Worth	1	0	1
Adj 4 Fairway Copthorne	1	0	1
Barnjet Cattery Cuttinglye Road Crawley Down	0	1	-1
<b>Totals</b>	<b>535</b>	<b>33</b>	<b>502</b>

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