

To All Parish/Neighbourhood
Council Clerks

Our reference: Infrastructure Delivery Plan Update /
Settlement Sustainability Review
Please ask for: Carol Algar (IDP)
Natasha Robinson (SSR)
Direct Lines: 01403 215062 / 01403 215293
Email: Strategic.Planning@horsham.gov.uk
Date: 27 May 2020

Dear all,

Local Plan Preparation information request – Infrastructure and Settlement Sustainability

As you will be aware, Horsham District Council is in the process of reviewing our Local Plan. We are in the process of reviewing comments which you submitted to us as part of our recent Local Plan consultation held earlier this year. As we received over 6,000 comments in total, we are still in the process of analysing the detail of these comments. Nevertheless, it is clear to us that concerns have been raised on a range of issues including both infrastructure and settlement sustainability, on which we hope you will be able to provide us with additional information as we progress to the next stages of plan making.

Infrastructure

To support the preparation of the Local Plan, the Council is currently updating the Infrastructure Delivery Plan (IDP). This identifies the infrastructure or services that are required to support the delivery of the Council's current Horsham District Planning Framework, the emerging Horsham District Local Plan (2019 – 2036) and Neighbourhood Development Plans. The IDP is also an important tool in determining the prioritisation of infrastructure projects seeking CIL funding. The Council's current Infrastructure Delivery Plan is available to view [here](#) and the Draft Infrastructure Delivery Plan to support the emerging Horsham District Local Plan can be viewed [here](#).

Approved by Cabinet on 29 November 2019, the Community Infrastructure Levy Governance Arrangements [report](#) sets out that consultation will take place with a range of stakeholders including Parish Councils, Neighbourhood Councils and Horsham Blueprint to establish:

- *Whether any infrastructure identified in the current IDP has already been delivered.*
- *Whether there is any additional infrastructure required to support development in the district not already identified in the IDP.*
- *Whether there is any additional infrastructure contained within emerging and made neighbourhood plans not already identified in the IDP."*

We would therefore be grateful if you could complete the attached Infrastructure Schedule setting out the infrastructure required to support development in your area. This could include infrastructure required to cope with capacity issues, co-location of services or upgrades to existing facilities. We would also encourage you to contact community groups, sports clubs, village halls etc. in your area if this is appropriate.

Any information that you provide should be supported by appropriate evidence and we would also be grateful if you could provide as much detail as possible regarding costs, existing committed funding and timescales for delivery. We are particularly interested to understand what infrastructure is anticipated to be delivered through the neighbourhood portion of CIL and what infrastructure will require funding outside of this mechanism. We would also be delighted to hear details of any individual parishes who have started their own Parish Infrastructure Delivery Plans.

Please note that the emerging Draft IDP provided an early indication of the possible strategic-scale infrastructure that would be required to support any potential development allocated in the new Local Plan. Although we are aware that this work is still very much ongoing, and no decisions have been made, it is important for us to understand local infrastructure requirements that have not yet been identified.

Although infrastructure that has already got committed funding should not be included within the IDP it will be useful for us to understand any infrastructure that you are already planning to meet future growth across the District.

Settlement Sustainability Review

In addition to the work currently being undertaken on the IDP and other supporting evidence base documents, the Council has also started the process of reviewing the Settlement Sustainability Review (SSR). The Sustainability Review is a key document which informs the classification of each settlement within the defined development hierarchy of the District. The hierarchy seeks to ensure that development is sustainable by being located in the areas which have the greatest access to services, facilities and employment.

The Local Plan Review process has reviewed and updated information about settlement sustainability in 2014 which was initially produced as part of the evidence base in order to produce our current local plan, the Horsham District Planning Framework (HDPF). The review process has carried out research to identify the different services and facilities currently within, and relating to, each settlement. We are aware that a number of parishes have provided feedback on this issue as part of the recent Local Plan consultation, and are keen to seek further local knowledge and feedback on this issue.

Please find attached a copy of the Settlement Sustainability Review data, in the form of an Excel spreadsheet. The data has been collected by a range of methods including internet based research, investigations of planning records and discussions with officers local to a particular location. Any feedback / comments that you have with regards to the outcome of the research would be gratefully received. In order to assist with this process, we have also attached a comments form for completion. Please be aware that the nature of the review means that data collected is a 'snap-shot' in time and you may find that some information has now changed since we completed our review. Where

this is the case your feedback would be very much appreciated. Any information you provide will assist with, and feed into the progress of the current review.

If you are able to return the completed Infrastructure Schedule and SSR comments form to Strategic.Planning@horsham.gov.uk by **3 July 2020**, we would be very grateful. We fully understand that the current Covid-19 pandemic is causing many organisations operational challenges, therefore if responding by this date is not possible, please do let us know the challenges you are experiencing and what timescales may be possible.

Many thanks in advance for your help and we look forward to hearing from you. If you require any assistance or wish to discuss any of the enclosed, please do contact us.

Yours faithfully

The Strategic Planning Team