



East
Hampshire
District
Council
Authority
Monitoring
Report
(AMR)

2018/2019

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Appendix 1 – Duty to Co-operate Meetings

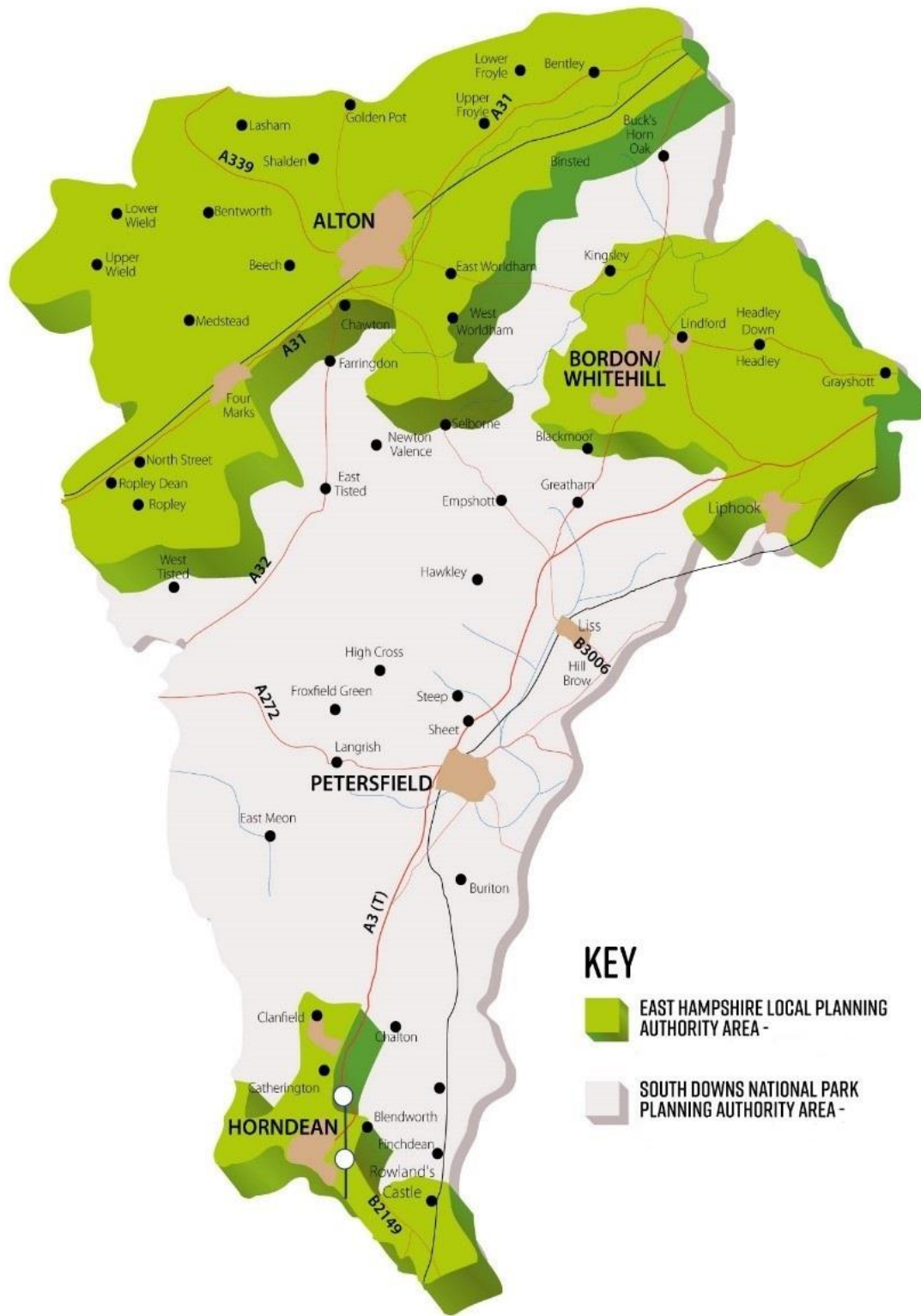
1. Introduction

- 1.1. This Authority Monitoring Report (AMR) covers the period 1 April 2018 to 31 March 2019.
- 1.2. This AMR covers the area of East Hampshire District outside of the South Downs National Park (SDNP).
- 1.3. This AMR is prepared in accordance with Regulation 34 of the Town and Country Planning (Local Development) (England) Regulations 2012. It primarily focusses on assessing progress against the Local Development Scheme (LDS) (the Local Plan timetable), and current planning policies that include annual numbers for new homes (including affordable homes). It also includes information about Neighbourhood Plans, Community Infrastructure Levy (CIL) and Duty to Co-operate.

The South Downs National Park

- 1.5 The South Downs National Park (SDNP) covers a significant part of the district. The South Downs National Park Authority (SDNPA) became the planning authority for that area on 1 April 2011. This report therefore does not monitor the area of the district covered by the National Park.

Map of East Hampshire District



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2. Local Development Scheme (LDS)

The Local Development Scheme (LDS)

- 2.1 The timetable for which local development documents will be produced, in what order and when is set out in the Local Development Scheme (LDS).
- 2.2 The Council's LDS was published in January 2018 and amended in September 2019 (outside of this monitoring period). The amendment addressed an additional Local Plan consultation on Large Development Sites (Regulation 18 stage), which happened in Sept/Oct 2019.
- 2.3 The Council is preparing a new Local Plan. This requires review and replacement of the Joint Core Strategy (2014), the Housing and Employment Allocations (2016) and the saved policies from the Local Plan Second Review 2006. The new Local Plan will be a single, whole new Local Plan with a plan period of 2017-2036. The amendment to the LDS signifies a change to the scheduling of consultations and adoption of the Local Plan. The key reason being to enable the Council to collect further information and ensure a robust evidence base is in place to justify key decisions in the proposed Local Plan.
- 2.4 Table 1 - timetable for the preparation of the new Local Plan and progress

Stage	Scheduled date (LDS)	Progress
Early preparatory work	From 2017	Commenced and ongoing
<u>Pre-publication stage (regulation 18)</u> Intense evidence gathering, engaging with local community, business and stakeholders on emerging issues and options, consulting with statutory environmental consultees on the scope of the SA, and infrastructure providers with regards to development options.	January 2019	Consultation complete and summary of responses published. Evidence gathering continues.
<u>Additional Pre-publication (Regulation 18)</u> Engaging with the local community, businesses and stakeholders on the options for large development sites. Large development sites are an important element of the emerging Local Plan's spatial strategy, helping meet housing needs supported by the necessary infrastructure.	September 2019	Consultation complete and responses being considered. Evidence gathering continues.

<p><u>Publication of Submission Draft Local Plan (Regulation 19)</u></p> <p>Publish a draft version of the Local Plan 2036 and invite representations in accordance with Reg. 19. These representations are based on whether the draft plan is legally compliant and/or sound when assessed against the requirements contained in the NPPF.</p>	<p>June 2020</p>	<p>Ongoing work towards this stage.</p>
<p><u>Submission and Examination of the Local Plan (Regulation 22)</u></p> <p>The Council formally submits the draft Local Plan 2036 and evidence base to the Planning Inspectorate for examination on behalf of the Secretary of State. The plan is assessed against the tests of soundness contained in the NPPF, taking account of any representations received.</p>	<p>September 2020</p>	<p>Ongoing work towards this stage.</p>
<p><u>Adoption</u></p> <p>If the plan is found 'sound', the Council may adopt the Plan, to form the main part of the statutory development plan.</p>	<p>Summer 2021</p>	<p>Ongoing work towards this stage.</p>

Supplementary Planning Documents (SPD)

2.5 No new Supplementary Planning Documents have been adopted this year. The following SPDs have already been implemented:

- Vehicle Parking Standards SPD (July 2018)
- Residential Extensions and Householder Development SPD (July 2018)
- Joint Wealden Heaths Phase II Special Protection Area SPD (July 2018)

2.6 These SPDs are in addition to the Planning Contributions and Community Infrastructure Levy SPD, that the Council adopted in 2016.

3. Implementation of policy

- 3.1 The Town and Country Planning (Local Development) (England) Regulations 2012 (Regulation 34) require that the AMR must identify any policies in a Local Plan that are not being implemented, and explain the reasons why.
- 3.2 There are no policies in the current Local Plans (as described in paragraph 2.3) that are not being implemented. All policies (including saved policies) remain part of the Development Plan and are accorded weight accordingly, in view of conformity with the NPPF.

4. Monitoring Performance (new homes)

- 4.1 Where Local Plan policies specify a number over a period of time in relation to net additional dwellings or net additional affordable dwellings, the AMR must report the number achieved over the monitoring period, and since the policy was adopted.

Number of new homes

- 4.2 Joint Core Strategy (JCS) Policy CP10 Spatial Strategy for Housing requires at least 10,060 new homes to be provided between 2011 and 2028. Following a memorandum of understanding (2015) with the SDNPA, the minimum requirement for East Hampshire (outside the SDNP) is agreed at 8,366 homes over the plan period (492 homes per year). This approach was supported by the Examiner of the Housing and Employment Allocations Plan (2016). More recently (March 2018 and December 2018), Statements of Common Ground (SoCG) were agreed between the two local planning authorities to support both emerging Local Plans, further endorsing the position that the SDNPA will meet the requirement of 100 dwellings per annum (dpa) until 2028, resulting in 492 dpa in East Hampshire (outside the National Park). The South Downs Local Plan was subsequently adopted in July 2019.
- 4.3 Between 1 April 2011 and 31 March 2019, outside the SDNP, there have been 3,920 (net) homes completed in East Hampshire. During this reporting year, 948 new homes were completed, significantly higher than the target.

Table 2 - Housing Completions per year

Year	JCS Target	Completions (net)	Shortfall/over supply
2011/2012	492	264	-228
2012/2013	492	279	-213
2013/2014	492	325	-167
2014/2015	492	485	-7
2015/2016	492	404	-88
2016/2017	492	424	-68
2017/2018	492	791	299
2018/2019	492	948	456
Total	3936	3920	-16

- 4.4 Whilst there is an overall shortfall of 16 homes, the JCS is based on making up this modest (and planned) shortfall by the end of the plan period. This approach set out in the JCS was found sound. Further discussion of this is available in the Council's Five Year Housing Supply (July 2019).

Affordable homes

- 4.5 JCS Policy CP13 requires 40% of all new houses to be provided as affordable. However, NPPF (2019) states that affordable housing contributions should only be sought on major developments (10 or more homes, or a site of 1 hectare or more).
- 4.6 During this reporting year 259 net affordable homes have been completed.

New Gypsy and Traveller accommodation

- 4.7 JCS Policy CP15 seeks to make provision for Gypsy and Traveller accommodation in East Hampshire in accordance with the Gypsy and Traveller Accommodation Assessment (GTAA) for Hampshire (2013). The most up to date assessment of need is now the East Hampshire Gypsy, Traveller and Travelling Showpeople Accommodation Assessment, 2017 (GTAA, 2017).
- 4.8 The GTAA 2017 identifies a need for 25 traveller pitches by 2036. Within this period, the need between 2017 to 2022 is 18 pitches. The additional need by 2036 from 'unknowns' could be as few as 1, but this could be higher. This makes a total need of at least 19 pitches.
- 4.9 The GTAA identifies a need for 31 Travelling showpeople plots by 2036. Within this period, the need between 2017 to 2022 is 20 plots.
- 4.10 The East Hampshire GTAA 2017 discusses the complexities of assessing need for transit accommodation, and recommends further evidence base work and co-operation with other neighbouring authorities as part of the Duty to Co-operate.
- 4.11 Since March 2017 (base date of the GTAA 2017) to 30 September 2019, 11 Gypsy and Traveller pitches have been completed. No Travelling Showpeople plots have been completed.

4.12 During the reporting year, 11 (net) Gypsy and Traveller pitches have been granted permanent planning permission in the district (listed below).

Table 3 – Planning permissions for Gypsy and Traveller pitches

APPLICATION REF	ADDRESS	PROPOSAL	NET GAIN (PITCHES)	DECISION DATE
26218/081	Stables at Bowleswood Farm, Grayshott Road, Headley Down, Bordon (Middle Common)	Change of use of land from stabling to a mixed use of stabling and the use of land as a gypsy and traveller caravan site consisting of 6 pitches	6	17/04/2018
36748/014	Eagle Place, Queens Road, Liphook	Use of land as gypsy caravan site accommodating nine mobile homes and construction of ancillary dayroom building	2	21/12/2018
56027/014	1 Briar Lodge, Willis Lane, Four Marks	The use of land for the stationing of one additional mobile home, one additional touring caravan and one additional utility/day room with the formation of permeable hardstanding for 1 gypsy family.	1	29/03/2019
56027/015	2 Briar Lodge, Willis Lane, Four Marks	Use of land to the rear of 2 Briar Lodge for 1 gypsy pitch	1	29/03/2019
56027/016	3 Briar Lodge, Willis Lane, Four Marks	Use of land to the rear of 3 Briar Lodge for 1 gypsy pitch	1	29/03/2019

4.13 There have been no planning applications for Travelling Showpeople plots during the reporting year.

- 4.14 No applications for Traveller pitches or Travelling Showpeople plots have been refused during the reporting year.

Five-year housing land supply

Gypsy, Traveller and Travelling Showpeople accommodation

- 4.15 The NPPF requires local planning authorities to identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of supply against housing requirements. This is also a requirement for Gypsy and Traveller accommodation (albeit in reference to separate national planning policy; Planning Policy for Traveller Sites).
- 4.16 The Council has published five-year supply position statements on the website for housing land supply, and for the supply of Gypsy and Traveller accommodation.
- 4.17 The most up to date position for the supply of Gypsy and Traveller accommodation at the time of writing is dated September 2019, and shows 6.7 years supply of Traveller pitches and 0 supply of Travelling Showpeople plots.

Housing

- 4.18 As of 1st April 2019, the Council (outside the SDNP) can demonstrate 5.87 years of deliverable housing land supply for the period 1st April 2019 to 31st March 2024, to meet the currently identified Local Housing Need derived by the standard method. This is an equivalent surplus of 469 dwellings.

5. Neighbourhood Planning

- 5.1 The Localism Act 2011 introduced Neighbourhood Planning as a new way for communities to decide the future of their areas through community-led planning policy documents. The Neighbourhood Plans can include planning policies and allocations of land for different uses.
- 5.2 Four Neighbourhood Plans have been 'made' within the district.

Table 4 - 'Made' Neighbourhood Plans

Neighbourhood Plan Area	Date adopted
Alton	12 May 2016
Medstead and Four Marks	12 May 2016
Bentley	12 May 2016
Ropley	19 September 2019

- 5.3 Four further Neighbourhood Plan areas have been designated in the district. The table below lists them and their stage of preparation.

Table 5 – Neighbourhood Plan Designated Areas

Neighbourhood Plan Area	Date designated	Current stage of preparation
Bentworth	November 2015	Evidence gathering and drafting, whilst awaiting Local Plan review.
Bramshott and Liphook	October 2015	Evidence gathering and drafting. As part of this, completed a visioning event and design forum.
Beech	April 2017	Completed public consultation (reg.16 stage) in September 2019.
Rowlands Castle	April 2017	Evidence gathering and drafting.

- 5.4 The Council continues to work closely with those preparing Neighbourhood Plans, and monitoring 'made' Neighbourhood Plans (particularly in view of potential reviews). There is no requirement to review Neighbourhood Plans, but 'made' plans may need to be reviewed to enable them to be considered up to date and thus be afforded full weight in decision making. Neighbourhood planning groups are advised to consider

regular monitoring of their plan and policies, to help inform decisions about potential reviews.

6. Community Infrastructure Levy

- 6.1 The Town and Country Planning (Local Development) (England) Regulations 2012 (Regulation 34(5)) require that the AMR should contain information on the annual reporting of receipts of monies received under the CIL regime. The Council adopted its CIL Charging Schedule on the 25 February 2016 with an implementation date of 8 April 2016. The CIL charging rates are supported by evidence of development viability and apply to development within East Hampshire District that is located outside of the SDNP. The SDNPA introduced CIL charging on 1st April 2017.
- 6.2 In the monitoring period 1 April 2018 to 31 March 2019, 28 Demand Notices were issued for CIL. Of these 28, 14 of the schemes received CIL relief (e.g. self-built relief or affordable housing relief) and therefore the Demand Notice for these was zero. The remaining 14 demand notices were issued and totalled £658,734.29.

7. Duty to Cooperate

- 7.1 The Duty to Cooperate places a legal duty on local planning authorities and county councils in England, and prescribed public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of local plan preparation in the context of strategic cross boundary matters.
- 7.2 It is a requirement of the AMR to report what actions have been taken when a local planning authority has co-operated with another local planning authority, county council, or a prescribed body. In addition, the NPPF now requires strategic policy making authorities to prepare and maintain a statement of common ground, documenting the cross-boundary matters being addressed and progress in co-operating to address these.
- 7.3 The Council is preparing a statement of common ground alongside the Local Plan review, which will be made publicly available.
- 7.4 For the purposes of this AMR, Appendix 1 documents meetings, their purpose and outcomes, that have taken place to discuss cross boundary matters during the reporting year. The forthcoming statement will provide further detail.

Summary of progress

- 7.5 The Council has worked closely with the SDNPA, which forms part of the Housing Market Area, during the preparation of its Local Plan. A Duty to Co-operate Statement of Common Ground was agreed in March 2018, that sets out the position and understanding with respect to the strategic cross-boundary matter of housing, and

agreed actions to resolve outstanding matters. The Council also continues to work with the SDNPA in relation to the Special Protection Area (SPA). This includes the cross-boundary Habitats Regulations Working Group attended by the Council, the SDNPA, Natural England and Waverley Borough Council. It will continue this close working relationship during the Local Plan review.

- 7.6 Equally, the accommodation needs and patterns of travel of Gypsies and Travellers cross local authority boundaries and require joint working and agreed outcomes. The Council continues to hold discussions with neighbouring councils in relation to this, and the update of the GTAA 2017, which is ongoing at the time of writing.

8. Other Monitoring Information

8.1 Self and Custom Build Register

- 8.2 The Self-build and Custom Housebuilding Act 2015 requires local planning authorities to keep a register of individuals and associations of individuals who wish to acquire serviced plots of land to bring forward self-build and custom housebuilding projects. At 31 March 2019, the total number of applicants on the list is 492.

- 8.3 The Council's register was established on 25 August 2015. Between that date and 30 October 2016 (first base monitoring period), 133 entries were made on the register. The entries made on the register between 1 April 2016 to 30 October 2016 is 93, which does not take account of those registered before 1 April 2016 (i.e. between the date the list was established on 25 August 2015 and 1 April 2016).

- 8.4 Between 31 October 2016 and 30 October 2019, 93 homes for self-build (CIL exemptions) have been granted.

8.5 Other data

- 8.6 Hampshire County Council records monitoring data in relation to planning applications on behalf of the Council. Data is recorded and passed to the Council annually. Data is collected in relation to residential (C3 use), employment, retail and leisure uses. It is not a requirement of the AMR to report data and trends for all types of planning applications, however, data can be made available if specifically requested, either directly to the planning policy team, or via Freedom of Information. It is advised that the planning policy team is contacted in the first instance, to confirm whether the data is collected and available.

8.7 Contacts

8.8 For further information about this AMR or requests for any other data, please contact the planning policy team.

Email: localplan@easthants.gov.uk

Phone: 01730 234102

8.9 For further information about making a Freedom of Information request, please visit our website at <https://www.easthants.gov.uk/access-information/freedom-information-foi>.

Appendix 1

Duty to Cooperate Meetings

Date of Meeting/ correspondence	Lead authority (who instigated the meeting/ correspondence)	Purpose/Area of Discussion	Attendees/ correspondence between	Outcomes (actions, areas of agreement/ disagreement, areas of joint working)
01/05/2018 & 17/07/2018	Portsmouth Water	Havant Thicket Reservoir	Officer from EHDC	Proposals at Havant Thicket Reservoir
July 2018	Hampshire Planning Research & Liaison Group	Update on 2021 census and 2016-based household projections; greenspace factor tool; land supply requirements; Prior Approval – office to residential	Officers from all Hampshire Authorities (including HCC)	Agreed best practice for housing land supply monitoring including other sources of data collection.
14/08/2018	EHDC	Sustainability Appraisal Technical Workshop	Environment Agency, Thames Water, Hampshire County Council, HBIC	SA Options
16/08/2018	EHDC	Sustainability Appraisal Technical Workshop	Environment Agency, HBIC, Historic England, Portsmouth Water	SA Options
22/11/2018	EHDC	Northbrook Park	Officers from EHDC and Waverley BC	Ongoing dialogue
19/02/2019	East Hampshire District Council (EHDC)	Local Plan	Officers from Chichester DC and EHDC	Ongoing dialogue

27/02/2019	East Hampshire District Council (EHDC)	Transport meeting	Officers from HCC and EHDC	Discussed transport modelling to date and further work needed to support emerging Local Plan.
14/03/2019	EHDC	Plan making, cross boundary strategic issues, Statement of Common Ground (SCG) and timescales	Officers from EHDC and Basingstoke and Deane Borough Council	Encourage responses to consultation on draft Local Plan, information sharing and agreement to keep open dialogue and meet when needed
05/03/2019	EHDC	Plan making, cross boundary strategic issues, Statement of Common Ground (SCG) and timescales	Officers from EHDC and South Downs National Park Authority (SDNPA)	Encourage responses to consultation on draft Local Plan, information sharing and agreement to keep open dialogue and meet when needed
04/03/2019	EHDC	Plan making, cross boundary strategic issues, Statement of Common Ground (SCG) and timescales	Officers from EHDC and Winchester City Council	Encourage responses to consultation on draft Local Plan, information sharing and agreement to keep open dialogue and meet when needed
11/03/2019	EHDC	Plan making, cross boundary strategic issues, Statement of Common Ground (SCG) and timescales	Officers from EHDC and Hart District Council	Encourage responses to consultation on draft Local Plan, information sharing and agreement to keep open dialogue and meet when needed
Every 3 weeks	EHDC & Havant DC	Plan making, cross boundary strategic issues, Statement of Common Ground (SCG) and timescales	Officers from EHDC and Havant District Council	Ongoing dialogue
27/02/2018	PUSH	Updates on the PUSH Integrated Water Management Study; the PUSH Air Quality Study; the PUSH Green Infrastructure Strategy/Implementation Plan	Chaired by Portsmouth City Council. Attendees comprised representatives of Hampshire County, Havant, Fareham, Eastleigh, Southampton, New Forest District, Test Valley, Portsmouth, Gosport, Winchester and East Hampshire Councils	Councils will continue to contribute towards the finalising of the Integrated Water Management Study, the Air Quality Study and the Green Infrastructure Strategy

11/06/2018	EHDC Lead	Quarterly Cross boundary HRA Meeting	Natural England, EHDC, Waverley and SDNPA	Quarterly DtC cross boundary HRA meeting discussing issues relating to the Wealden Heaths Phase II SPA.
20/06/2018	EHDC	Duty to Cooperate - Flood Risk Issues.	Email sent out by AECOM on behalf of EHDC regarding our SFRA asking for help identifying any cross boundary flood risk issues. Sent to Chichester, Basingstoke & Deane, SDNP, Winchester, Hart and Waverley.	A number of neighbouring authorities corresponded via email.
12/09/2018	EHDC	Duty to Cooperate letter engaging with neighbouring authorities on our updated Green Infrastructure Strategy.	Letters send out by Land Use Consultants (on our behalf) to Hampshire County, Waverley, Basingstoke & Deane, Winchester, Chichester, South Downs NP, Havant and Hart.	If interested the neighbouring authority contacted LUC direct.
17/10/2018	Natural England	Discussion over HRAs, Planning and Local Plan	Natural England, EHDC and SDNP	Agreed way forward with HRAs for development within 400 m to 5km of the SPA.
7/11/2018	Hampshire County Council	Strategic Flood Risk Assessment	Email from Hampshire County Council to East Hampshire DC	Sign off letter from HCC regarding the East Hampshire SFRA 2018
20/11/2018	Environment Agency	Strategic Flood Risk Assessment	Email from Environment Agency East Hampshire DC	Sign off letter from EA regarding the East Hampshire SFRA 2018
28/11/2018	Local Nature Partnership	Workshop	All Hampshire Local Authorities	Introduction to Local Environment Mapping
4/12/2018	PfSH Water Quality Group	Water Quality issues in the Solent	South Hampshire authorities	WQ issues

10/01/2019	Natural England	Local Plan	NE representatives, EH representatives and AECOM	Discuss and confirm issues relating to Reg 18 Local Plan
12/01/2019	PfSH Water Quality Group	Nutrient neutrality	South Hampshire authorities, NE, SW and EA	Nutrient Neutrality