

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 11 July 2023

Bulletin No: IB/1190

INFORMATION ITEM	Pages
<p>1 Delegated Planning Decisions</p> <p>Delegated planning decisions for the week beginning 3 July 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on jean.mcpherson@crawley.gov.uk.</p>	3 - 6
<p>2 Temporary Traffic Regulation Orders</p> <p>The following documents are attached in relation to Temporary Traffic Regulation Orders:</p> <ul style="list-style-type: none"> • List of Temporary Traffic Regulation Orders. • Lambourne Close, Furnace Green (Appendix A). • Moat Walk, Pound Hill (Appendix B). • Bradbury Road / Pallingham Drive (footpath), Maidenbower (Appendix C). • Five Acres, Northgate (Appendix D). • Wakehams Green Drive / Binney Court (footpath), Pound Hill (Appendix E). • Manor Royal, Northgate (Appendix F). • Dorsten Place, Bewbush (Appendix G). • The Rise, Pound Hill (Appendix H). • Barnfield Road, Northgate (Appendix I). 	7 - 26
<p>3 Consideration Report: Modern Slavery and Human Trafficking Annual Statement</p> <p>Consideration report FIN/627 of the Head of Corporate Finance is attached.</p>	27 - 34



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4	Consideration Report: Naming and Numbering New Development at 42-44 Brighton Road, Southgate	35 - 36
	Consideration report PES/438 of the Head of Economy and Planning is attached.	
5	Consideration Report: Crawley Borough Council and Horsham District Council Statement of Common Ground	37 - 60
	Consideration report PES/436 of the Head of Economy and Planning is attached.	
	There is no legal requirement for Statements of Common Ground to be approved by the relevant Cabinet Member and, under the Council's delegation scheme, the Head of Service has authority to take these decisions. It should therefore be noted that the decisions to approve the Crawley Borough Council/Mid-Sussex Statement of Common Ground and the Northwest Sussex Statement of Common Ground will be taken by the Head of Economy and Planning in consultation with the Cabinet Member as there was insufficient time available to meet the requirements for those decisions to be taken by the Cabinet Member. Once these decisions have been taken, they will be published as Significant Operational Decisions.	
6	Change in Membership: Planning Committee	
	In accordance with Paragraph 2.1(o) of the Full Council Procedure Rules contained within the Constitution, and in concurrence with the wishes of the political group, the Head of Governance, People & Performance has made the following change to the Planning Committee membership:	
	<ul style="list-style-type: none">• Councillor Y Khan to be replaced with Councillor Hart.	
	This change will take immediate effect.	
7	Sussex Resilience Forum: Stakeholder Briefing	61 - 66
	A Briefing is attached for Councillors only.	
8	Press Releases	
	Press releases are available at www.crawley.gov.uk/news	

CRAWLEY BOROUGH COUNCIL

DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 03/07/2023 and 07/07/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0487/CC1	TUI TRAVEL HOUSE FLEMING WAY CRAWLEY	Discharge of conditions 3 (schedule of materials), 4 (door and window details) and 7 (landscaping details for entrance) pursuant to CR/2022/0487/FUL for alteration to some doors and windows on elevations, new roller shutter door on north elevation and first floor door on south elevation, provision of EV charging points, installation of PV panels to roof (south and east elevations) and replacement of roof plant	5 July 2023	APPROVE
CR/2022/0791/TPO	4 ALMOND CLOSE, GOSSOPS GREEN, CRAWLEY	T2 Oak - fell. The stump to be treated to prevent regrowth (amended description)	7 July 2023	CONSENT
CR/2023/0037/FUL	206 GOSSOPS DRIVE, GOSSOPS GREEN, CRAWLEY	Demolition of existing rear conservatory and erection of single storey rear extension. Associated works to rear decking and internal layout to allow disability access	5 July 2023	PERMIT
CR/2023/0114/TPO	5 BARBER CLOSE, MAIDENBOWER, CRAWLEY	Oak - reduce height and crown radius by a maximum of 2 metres to nearest suitable growth points (amended description).	5 July 2023	CONSENT
CR/2023/0149/FUL	62 GREEN LANE, NORTHGATE, CRAWLEY	Proposed side and rear extension to bungalow with partial pitched roof to front elevation and flat roof remaining. Loft conversion with dormer to side wrapping round to the rear	4 July 2023	REFUSE
CR/2023/0155/FUL	10 FOWLER CLOSE, MAIDENBOWER, CRAWLEY	Erection of front single storey extension on garage and conversion to utility room	5 July 2023	PERMIT

Application Number	Location	Proposal	Date of Decision	Decision
CR/2023/0184/CON	21 LANCING CLOSE, IFIELD, CRAWLEY	Reconsultation from West Sussex County Council (WSCC/022/22) for demolition of existing garage. Erection of two storey side extension and single storey rear extension	3 July 2023	OBJECTION
CR/2023/0185/CON	18 TEASEL CLOSE, BROADFIELD, CRAWLEY	Reconsultation from West Sussex County Council (WSCC/021/22) for demolition of existing single storey extension and erection of two storey side extension	3 July 2023	NO OBJECTION
CR/2023/0187/CON	40 TEASEL CLOSE, BROADFIELD, CRAWLEY	Reconsultation from West Sussex County Council (WSCC/023/22) for change of use from D1 to C2 residential home. Demolition of existing and erection of new single storey extension on same building footprint	3 July 2023	NO OBJECTION SUBJECT TO COMMENTS
CR/2023/0190/192	5 THE GARRONES, POUND HILL, CRAWLEY	Certificate of lawfulness for proposed single storey rear / side extension and garage conversion to habitable space.	5 July 2023	PERMIT
CR/2023/0193/TPO	SUNNINGDALE COURT, SOUTHGATE, CRAWLEY	T443 large mature Ash on roadside boundary - dismantle tree in controlled sections to leave a flat stump at near ground level	4 July 2023	CONSENT
CR/2023/0202/TPO	11 ROWFANT CLOSE, POUND HILL, CRAWLEY	T1 oak - reduce height and crown radius by a maximum of 1.5 metres to nearest suitable growth points (amended description)	5 July 2023	CONSENT
CR/2023/0224/TPO	16, 17 & 18 GREGORY CLOSE, MAIDENBOWER, CRAWLEY	(T1) oak - reduce height and crown radius by a maximum of 2 metres to nearest suitable growth points, crown clean with up to 10% thin and removal of deadwood (amended description) (T2) Oak - reduce height and crown radius by a maximum of 2 metres to nearest suitable growth points, crown clean with up to 10% thin and removal of deadwood (amended description)	5 July 2023	CONSENT

Application Number	Location	Proposal	Date of Decision	Decision
		(T3) Oak - reduce height and crown radius by a maximum of 2 metres to nearest suitable growth points, crown clean with up to 10% thin and removal of deadwood (amended description)		
CR/2023/0265/TEL	BRIGHTON ROAD, S/O 113 MALHOUSE ROAD, SOUTHGATE, CRAWLEY	Prior approval for proposed telecommunications installation: proposed 15.0m phase 8 monopole and associated ancillary works (CRA24088)	4 July 2023	PRIOR APPROVAL APPROVED

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Agenda Item 2

List of Temporary Traffic Regulation Orders

The following documents are attached in relation to Temporary Traffic Regulation Orders:

- Lambourne Close, Furnace Green (Appendix A).
- Moat Walk, Pound Hill (Appendix B).
- Bradbury Road / Pallingham Drive (footpath), Maidenbower (Appendix C).
- Five Acres, Northgate (Appendix D).
- Wakehams Green Drive / Binney Court (footpath), Pound Hill (Appendix E).
- Manor Royal, Northgate (Appendix F).
- Dorsten Place, Bewbush (Appendix G).
- The Rise, Pound Hill (Appendix H).
- Barnfield Road, Northgate (Appendix I).

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Lambourne Close	
Village/Town/Parish	Crawley, Furnace Green	
Specific Location	Junction with The Glade, Crawley	
Reason for TTRO	Daytime Road Closure, required to allow Balfour Beatty to undertake carriageway patching. Road will be closed between junction with The Glade and number 5.	
Proposed Start Date / Time	Date: 8th September 2023	Time: 09:30
Proposed End Date / Time	Date: 8th September 2023	Time: 15:00
The restriction will be effective	Day-time only from 09:30 to 15:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	West Sussex County Council	
Applicant contact tel number	01243 642105	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=134764019	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Moat Walk	
Village/Town/Parish	Crawley, Pound Hill	
Specific Location	Numbers 5-6, Moat Walk, Crawley	
Reason for TTRO	Daytime Road Closure, required to allow Balfour Beatty to undertake carriageway patching. Road will be closed between junction with Crawley Lane and end of the road.	
Proposed Start Date / Time	Date: 11th September 2023	Time: 09:30
Proposed End Date / Time	Date: 11th September 2023	Time: 15:00
The restriction will be effective	Day-time only from 09:30 to 15:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	West Sussex County Council	
Applicant contact tel number	01243 642105	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=134764367	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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PUBLIC NOTICE

Temporary closure of Footpath, Bradbury Road to Pallingham Drive, Maidenbower 31st July 2023.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, the footpath between Bradbury Road and Pallingham Drive, in the Crawley district under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on the footpath between Bradbury Road and Pallingham Drive for a distance approx 10 metres

The temporary closure is scheduled to commence on 31st July 2023 for up to 5 days (it is estimated to be completed on 3rd August 2023) and is required for the safety of the public and workforce while UK Power Networks (SWA Code: 7004) undertake a 24hrs footpath closure between Pallingham Drive and Bradbury Road to carry out electrical works.

The restriction will be in place **24hrs/day**.

An alternative route will be signed on site but please visit <https://one.network/?tm=134241688> for more details.

No access, pedestrians should please follow the marked diversion route.

For information regarding this closure please contact UK Power Networks on 03700 500792 who will be able to assist with scope of these works.

Dated: 30th May 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

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PUBLIC NOTICE

Temporary closure of Five Acres, Crawley, 31st July 2023.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Five Acres, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Five Acres for a distance approx 201 metres.

The temporary closure is scheduled to commence on 31st July 2023 for up to 5 days (it is estimated to be completed on 31st July 2023) and is required for the safety of the public and workforce while Balfour Beatty undertakes a Road Closure between Barnfield Road and Firle Close for carriageway patching.

The restriction will be in place **off peak only** from 09:30 until 15:00

An alternative route will be signed on site but please visit <https://one.network/?tm=134225753> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Balfour Beatty on 01243 642105 who will be able to assist with scope of these works.

Dated: 22nd May 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

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PUBLIC NOTICE

Temporary closure of Wakehams Green Drive to Binney Court Footpath, Crawley, 31st July 2023.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Wakehams Green Drive to Binney Court Footpath, in the Crawley District under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Wakehams Green Drive to Binney Court Footpath between Wakehams Green Drive and Binney Court Footpaths.

The temporary closure is scheduled to commence on 31st July 2023 for up to 5 days (it is estimated to be completed on 4th August 2023) and is required for the safety of the public and workforce while CityFibre Metro Networks Ltd undertakes Fibre Optic Cabling. Footpath will be closed between Wakehams Drive and Binney Court footpaths.

The restriction will be in place **day-time only** from 08:00 until 17:00

An alternative route will be signed on site but please visit <https://one.network/?tm=133996329> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Lanes-I on behalf of CityFibre Metro Networks Ltd on 07944 025491 who will be able to assist with scope of these works.

Dated: 3rd May 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Manor Royal	
Village/Town/Parish	Crawley	
Specific Location	Between Hendy Ford (commercial vehicles) and the Gatwick Road Roundabout, Manor Royal, Crawley	
Reason for TTRO	Night-time road closure between Faraday Road and Gatwick Road roundabout for resurfacing works	
Proposed Start Date / Time	Date: 4th September 2023	Time: 20:00
Proposed End Date / Time	Date: 9th September 2023	Time: 06:00
The restriction will be effective	Night-time only from 20:00 to (time) 06:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians and will be overseen by the works supervisor.	
Applicant name	Landbuild	
Applicant contact tel number	07884495802	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=134508862	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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Road Closure Notification: Dorsten Place, Bewbush

Please be advised that Dorsten Place, Bewbush is due to be closed on Sunday 23rd of July 2023 for carriageway resurfacing.

Please note that these works are weather dependant and subject to change, but we will endeavour to inform you should there be significant changes to the programme.

This road closure is covered by the 14.1 order made on 11th January 2022.

Road Name	Location	Date (from and to)	Timing of Closure (eg, 24hr, off peak 09:30 to 16:00, Night 08:00 to 06:00)
Dorsten Place, Bewbush	Dorsten Place Bus Stage Stop	23/07/2023	10:00 – 16:00

If you have any questions regarding this specific closure, please reply to this email directly.

Further information can also be found via [one.network](#).

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PUBLIC NOTICE

Temporary closure of The Rise, Crawley, 1st August 2023.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, The Rise, Unknown, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on The Rise for a distance approx 14 metres.

The temporary closure is scheduled to commence on 1st August 2023 for up to 5 days (it is estimated to be completed on 4th August 2023) and is required for the safety of the public and workforce while Sunbelt Rentals undertakes a 24hr Road Closure between the junctions of Worth Road and Crawley Lane to allow UK Power Networks to make a new customer connection.

The restriction will be in place **24hrs/day**.

An alternative route will be signed on site but please visit <https://one.network/?tm=133930358> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Sunbelt Rentals on 03700 500792 who will be able to assist with scope of these works.

Dated: 30th May 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Barnfield Road	
Village/Town/Parish	Crawley, Northgate	
Specific Location	Number 24 to Northgate Primary School, Barnfield Road, Crawley	
Reason for TTRO	Daytime road closure, required to allow Balfour Beatty to undertake carriageway patching. Road will be closed between junction with Five Acres and junction with Hollybush Road.	
Proposed Start Date / Time	Date: 1st September 2023	Time: 09:30
Proposed End Date / Time	Date: 1st September 2023	Time: 15:00
The restriction will be effective	Day-time only from 09:30 to 15:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	West Sussex County Council	
Applicant contact tel number	01243 642105	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=134764890	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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Agenda Item 3

Crawley Borough Council

Consideration Report for Delegated Decision by Leader of the Council

Expected Date of Decision 19 July 2023

Modern Slavery and Human Trafficking Annual Statement

Report of the Head of Corporate Finance **FIN/627**

1. Purpose

- 1.1. The purpose of the report is to seek approval of the latest Modern Slavery and Human Trafficking Statement detailing our commitment to tackling this issue within our business activity and supply chain.

2. Recommendation

- 2.1. That the Leader of the Council in consultation with the Head of Governance, People & Performance; Head of Community Services and Head of Corporate Finance

Approve the Modern Slavery and Human Trafficking Annual Statement for April 2023 to end March 2024 (attached as Appendix A to this report).

3. Reasons for the Recommendation

- 3.1 The adoption and publication of a Modern Slavery and Human Trafficking Statement is considered best practice and is likely to become a statutory requirement in the future.
- 3.2 A report was taken to Cabinet on 12 January 2022 (FIN/539) which approved that the Leader of the Council would be delegated authority to approve minor amendments to the Statement and approve subsequent annual Statements for publication, in consultation with the Head of Legal, Governance and HR (now known as the Head of Governance, People & Performance), Head of Community Services and Head of Corporate Finance to approve minor amendments.
- 3.2 The approval of the Statement shows the commitment of Crawley Borough Council to tackle modern day slavery in the community and its supply chains, it also supports the principles set out in the Social Value Charter which is used within our procurement processes.

4. Background

- 4.1. The Modern Slavery Act 2015 applies to England and Wales and includes the offences of human trafficking and slavery, servitude and forced or compulsory labour. The Act consolidated and simplified existing offences and establishes a legal duty under Section 52 for public authorities to notify the Home Office where there are reasonable grounds to believe a person may be a victim of modern slavery.

Agenda Item 3

- 4.2. In 2015, the Home Office estimated that 13,000 people were subject to modern slavery in the United Kingdom, although the National Crime Agency estimated that the true figure is likely to be in the 'tens of thousands', with recent research by the Centre for Social Justice (CSJ) and Justice in Care in 2020, estimating there are at least 100,000 victims. Due to modern slavery being a 'hidden' crime along with barriers for victims to come forward and the systems used to record cases at a local and national level it is difficult to provide exact data and the number of cases is expected to be significantly higher. In the last 12 months Sussex Police have recorded 195 crimes of Modern Slavery, which includes trafficking.
- 4.3. Many local cases involving young people occur through criminal exploitation and 'county lines' where local children are made to travel to other boroughs and counties to sell drugs. There are also cases of forced labour where individuals are made to work for little or no pay in various industries including construction sites, hospitality, cleaning services and the beauty industry.
- 4.4. Section 54 of the Modern Slavery Act states that every commercial organisation in the UK with a total annual turnover of £36m or more must produce a Modern Slavery and Human Trafficking Transparency Statement annually. Whilst this is not currently a mandatory requirement for local authorities many are doing so on a voluntary basis to demonstrate their commitment to tackling this issue.
- 4.5. Currently the Statement must include "the steps the organisation is taking to ensure that slavery and human trafficking is not taking place in any of its supply chains, and in any part of its own business". The Act states that the Statement should include information about:
 - i. The organisation's structure
 - ii. Its policies in relation to slavery and human trafficking
 - iii. Its due diligence processes in its business and supply chains
 - iv. The training that has taken place and is available to staff
- 4.6. Appendix A contains the proposed Modern Slavery Statement for the Council. It covers the period from April 2023 to end March 2024 when the Statement will need to be reviewed and updated which must include progress on what actions have been taken.
- 4.7. Current guidance advises that the Statement must be approved and signed annually by executive leaders prior to publishing. This Statement will therefore be updated annually for approval as per Recommendation 2.1 before being signed by the Leader and Chief Executive and published.
- 4.8. The Statement has been drafted in association with the Community Services department who work with partner organisations to tackle this issue within the community. The process has involved working with colleagues across Horsham District Council, Mid Sussex District Council and Mole Valley District Council who form part of the Shared Procurement Service. Best practice guidance was also used to inform the development of the Statement.

5. Description of Issue to be Resolved

- 5.1. By producing the Modern Slavery Statement it is hoped that there is greater transparency and awareness of modern slavery and human trafficking and the actions the Council is taking to eradicate it.
- 5.2. Producing a Statement gives a clear message to our supply chain of the importance of tackling this issue and our expectations of them to do the same.

Agenda Item 3

6. Information & Analysis Supporting Recommendation

- 6.1. Modern Slavery is happening within the UK and within West Sussex. The Council has a duty to ensure that we safeguard our communities. By producing a Modern Slavery Statement and implementing its actions we can raise awareness of this crime and ensure that mitigating actions are taken to minimise the risks.
- 6.2. The Statement also supports the Council's corporate priority to "create stronger communities", it also supports the Council's Social Value Charter ambitions to work with suppliers who are responsible and ethical employers.

7. Implications

- 7.1. There are no financial implications. There will be some resource implications on the delivery of the action plan, including providing appropriate training to staff and ensuring through contract management that we are monitoring the actions our suppliers are taking. The responsibility for taking forward the actions will sit with the Procurement team who will work closely with Community Services.
- 7.2. Section 54 of the Modern Slavery Act requires 'commercial organisations' to prepare a Slavery and Human Trafficking Statement for each financial year. It is not, as yet, a statutory requirement for the Council because we are not a commercial organisation, however it is regarded as industry good practice. Parliament is currently considering a change to legislation and it is thought this will become a statutory requirement for local authorities when this happens.

8. Background Papers

[FIN/539 Modern Slavery and Human Trafficking Report](#)

[Procurement Code](#)

[Social Value Charter](#)

Report author and contact officer:

Officer name: Becca Williams (Procurement Manager)
Email address: becca.williams@ Crawley.gov.uk
Phone number: 01293 438386

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Modern Slavery and Human Trafficking Transparency Statement

Introduction

Modern slavery is a global problem and international crime, affecting millions of people worldwide, including many victims within the UK. Men, women and children of all ages and backgrounds can fall victim to human trafficking. Victims can be controlled by force, threats, coercion, abduction, fraud and deception.

Crawley Borough Council is a local authority which provides a wide range of services alongside partners, to the local community. We are making a clear commitment to tackle modern slavery by signing up to this Modern Slavery and Human Trafficking Transparency Statement.

The Modern Slavery Act 2015 places specific responsibilities on organisations to ensure slavery and human trafficking does not exist within its supply chain or in any part of its own business. The term 'modern slavery' captures a whole range of exploitation which includes:

- **Sexual exploitation:** this includes sexual abuse, forced prostitution and the abuse of children in order to produce child abuse images or videos
- **Domestic servitude:** this involves victims being forced to work in usually private households, performing domestic chores and childcare duties
- **Forced labour:** this can happen in various industries, including construction, manufacturing, laying driveways, hospitality, food packaging, agriculture, maritime and beauty (nail bars)
- **Bonded labour:** this includes descendant slavery when people give themselves into slavery as security against a loan or when they inherit a debt from a relative
- **Criminal exploitation:** this can be understood as the exploitation of a person to commit a crime, such as pick-pocketing, shoplifting, cannabis cultivation, drug trafficking and other similar activities that are subject to penalties and imply financial gain for the trafficker
- **Human Trafficking:** this requires that a person arranges or facilitates the travel of another person with a view to that person being exploited. The offence can be committed even where the victim consents to the travel. This reflects the fact that a

victim may be deceived by the promise of a better life or job or may be a child who is influenced to travel by an adult.;

- Other forms of exploitation include organ removal, forced begging, forced benefit fraud, forced marriage and illegal adoption.

Our responsibilities

The abuse of human rights in our supply chains through modern slavery is gaining greater awareness. The Council has a responsibility to prevent slavery and human trafficking within our supply chain and in any part of the organisation. It expects the same high standards from all of our contractors, suppliers and other business partners.

This Statement sets out the Council's actions and commitments to understand all potential modern slavery risks related to our activities and to put in place steps to combat and prevent acts of slavery and human trafficking within our business and supply chains. It applies to everyone working for the Council or on our behalf in any capacity. The Council's Corporate Management Team has overall responsibility for ensuring this Statement complies with our legal and ethical obligations, and that all those under the Council's control comply with it.

The Council's commitment to addressing the issue of modern slavery in its business and supply chains will be communicated to all suppliers, contractors, and business partners at the outset of its business relationship with them and reinforced as appropriate thereafter.

Our Policies

The Council has a number of internal policies that help to ensure we are conducting business in an ethical and transparent manner and support compliance with Modern Slavery Act. These include;

- Procurement Code and wider Public Contract Regulations 2015
- Code of Conduct
- Equality, Diversity, and Inclusion Policy
- Safeguarding Policy
- Whistle-blowing policy

Due Diligence and Supply Chain Management

The Shared Procurement Service, who deal with most contracts worth £50,000 or more, take the lead on tackling modern slavery within our supply chains, and work in conjunction with stakeholder departments who may face the greatest risk of procuring goods, services or works associated with this crime. Staff are trained to ensure they are aware of the risks and issues and how to mitigate these in the procurement process.

The Council expects all suppliers regardless of size to actively work towards mitigating the risk of modern slavery within their organisations and its supply chain and may request evidence to demonstrate steps taken. In addition, the Shared Procurement Service has processes and due diligence mechanisms in place to ensure that modern slavery is tackled by its supply chain.

What the council has done

Since we published our first statement in 2022, the council has undertaken the following to meet its commitment to tackle modern slavery:

- Provided training and guidance on contract management incorporating potential modern slavery risks to staff responsible for managing contracts.
- Ensured that all staff in the shared procurement service have had training in modern slavery incorporating recognising the signs in spotting it and how to incorporate it in procurements;
- Ensured that suppliers tendering with the council complete a self- declaration document to say that they have met the requirements of the Modern Slavery Act
- Assessed recruitment policies and procedures for above threshold or higher risk contracts as appropriate.
- Identified key contracts where modern slavery risks are more likely to occur.
- Worked with Police, Home Office and other relevant partners where there has been concerns around modern slavery;
- Incorporated modern slavery in our safeguarding training to all frontline staff;
- Arranged specific modern slavery training for staff covering what constitutes modern slavery, how to spot the signs and action to be taken to report concerns or suspicions;
- Arranged specific training for staff around county lines and exploitation;

Our commitment for the next year

- We will disclose identified instances of modern slavery and continue to work with Police, Home Office, West Sussex County Council, Gangmasters and Labour Abuse Authority and other relevant authorities as appropriate where there are slavery concerns;
- We will notify the Secretary of State of suspected victims of slavery or human trafficking under Sections 43, 52 and 54 of the Modern Slavery Act 2015
- We will ensure relevant staff have access to and are completing mandatory training which supports the Modern Slavery Act

- We will continue to encourage the reporting of suspicions of slavery through the Council's Modern Slavery Single Point of Contract (SPOC). For Crawley Borough Council this is the Community Safety Officer.
- We will ensure that modern slavery considerations are incorporated in any relevant new or updated council policies;
- We will continue to monitor our supply chains and report on any issues identified through non-compliance or insufficient information provided;
- We will continue to ensure that any supplier that wishes to tender for Council contracts must provide evidence that they have met the requirements of the Modern Slavery Act 2015 to be able to bid. This is included in the council's standard template documentation. Any supplier who fails to evidence their compliance shall be excluded from participating further in the tender process.
- As part of our contract management processes, we will continue to undertake annual gathering and reviewing of Modern Slavery Statements for all suppliers with an annual turnover of £36m and over.
- We will continue to include clauses in our standard contract terms that specify the supplier's contractual obligation concerning modern slavery.
- For all Above Threshold contracts (currently £213,447 inclusive of VAT) or contracts where we believe there are likely to be greater supply chain risks, we will continue to assess suppliers' recruitment policies and procedures to ensure that they are minimising the risk of modern slavery in their organisation.
- The Shared Procurement Service will continue to undertake an annual risk assessment of its supply chain to identify high risk areas and will continue to deliver training and guidance to contract managers to highlight the potential modern slavery risks.

Declaration

This Statement is made under Section 54(1) of the Modern Slavery Act 2015 for the financial year ending 31 March 2023. It is approved by the Council's Corporate Management Team and Cabinet and will be subject to review on an annual basis.

Signed:
Leader of the Council, Crawley Borough Council

Signed:
Chief Executive, Crawley Borough Council

Agenda Item 4

Crawley Borough Council

Consideration Report for Delegated Decision by Cabinet Member for Environment, Sustainability and Climate Change

Expected Date of Decision 2 August 2023

Naming and Numbering New Development at 42-44 Brighton Road, Southgate

Report of the Head of Economy and Planning – PES/438

1. Purpose

- 1.1. To seek approval for the name of a block of flats which has been developed at the site known as 42-44 Brighton Road, Southgate.

2. Recommendation

- 2.1. That the Cabinet Member for Environment, Sustainability and Climate Change approve the following name:

- Raj Sharma House

3. Reasons for the Recommendations

- 3.1. Councillor Raj Sharma was a long-serving Councillor and Ward Member for Southgate. After Cllr Sharma's passing, Councillors requested his name be used for this development in Southgate in recognition of his years of dedicated and committed service to Crawley's communities, including as Mayor of the Borough.
- 3.2. This decision is to be taken in accordance with the relevant Specific Delegation to the Cabinet Member for Environment, Sustainability and Climate Change as set out in the Council's Constitution.

4. Background

- 4.1. The decision relating to street naming and numbering forms part of the Council Leader's Scheme of Delegation. The Leader has specifically delegated decisions relating to street naming and numbering to the Cabinet Member for Environment, Sustainability and Climate Change.
- 4.2. The proposed name has arisen following a specific request by Council Members for the reasons summarised above.

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5. Description of Issue to be Resolved

- 5.1. Need to address and name new development of houses as a matter of legislation and requirement.

6. Information & Analysis Supporting Recommendation

- 6.1. All names have been checked for duplication and meaning.

7. Background Papers

[Crawley Borough Council's Constitution: The "Executive Function" \(The Leader and the Cabinet\)](#)

Officer name: Katie Hey (Street Naming and Numbering Officer)

Email address: katie.hey@ Crawley.gov.uk

Agenda Item 5

Crawley Borough Council

Consideration Report for Delegated Decision by Cabinet Member for Planning and Economic Development

Expected Date of Decision 19 July 2023

Crawley Borough Council and Horsham District Council Statement of Common Ground (SoCG)

Report of the Head of Economy and Planning – PES/436

1. Purpose

- 1.1. National Planning Policy requires each Local Planning Authority to demonstrate effective and on-going joint working with its neighbouring authorities/other authorities in the sub-region and other prescribed bodies, through the preparation and maintenance of Statements of Common Ground (SoCG). These must be agreed by the point of Submission of each Local Plan for its independent Examination.
- 1.2. As part of the Crawley Borough Local Plan Review, substantial joint working with all of the neighbouring authorities and Prescribed Bodies has taken place and a number of SoCGs have already been agreed. This is set out in the Crawley Duty to Cooperate Statement (May 2023): <https://crawley.gov.uk/sites/default/files/2023-05/Duty%20to%20Cooperate%20Statement%20May%202023%20%28low%20res%29.pdf>
- 1.3. A new SoCG is being agreed between Crawley Borough Council and Horsham District Council in relation to the Crawley Borough Local Plan. This is being considered at the same time by Horsham District Council.
- 1.4. It should be noted that there is no legal requirement for this decision to be taken by the relevant Cabinet Member and, under the Council's delegation scheme, the Head of Service (HoS) has authority to take this decision. Should insufficient time be available to publish this decision and its associated documents in accordance with the Council's Access to Information Procedure Rules (regarding delegated decisions taken by a Cabinet Member) this decision will be taken by the HoS in consultation with the Cabinet Member. Should this be necessary this decision will be published as a Significant Operational Decision.

2. Recommendations

- 2.1. That the Cabinet Member for Planning and Economic Development agrees the Crawley Borough Council and Horsham District Council Statement of Common Ground (July 2023) (attached as Appendix A to this report).

Agenda Item 5

3. Reasons for the Recommendations

- 3.1. The Crawley Borough Draft Local Plan was approved by the Full Council at its meeting on [22 February 2023](#) to go out to publication (Regulation 19) consultation and subsequently for submission to the Secretary of State for Examination.
- 3.2. The statutory consultation took place from 9 May 2023 and was open for six weeks, closing on 20 June 2023. Following the close of consultation, the Local Plan will be submitted to the Planning Inspectorate for its examination at the end of July. This is in accordance with our approved Local Development Scheme (LDS).
- 3.3. As part of the Local Plan preparations, the Council has engaged closely with its neighbouring authorities and other statutory and “Prescribed Bodies” in order to positively consider and address strategic and cross-boundary matters (set out in detail in the council’s Duty to Cooperate Statement).
- 3.4. It is a legal requirement for the Local Plan to demonstrate it has met the Duty to Cooperate at the point of Submission for Examination. Paragraph 27 of the National Planning Policy Framework (NPPF) confirms that *“in order to demonstrate effective and on-going joint working, strategic policy-making authorities should prepare and maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these. These should be produced using the approach set out in national planning guidance, and be made publicly available throughout the plan-making process to provide transparency”*.
- 3.5. The draft Crawley Borough Local Plan has identified that the following matters are of strategic, cross-boundary importance:
 - Meeting housing needs
 - Economic growth
 - Gatwick Airport
 - Gypsy, Travellers and Travelling Showpeople
 - Key transport routes
 - High quality communications connectivity
 - Low carbon economy
 - Water resources
 - Flooding and flood risk
- 3.6. In particular, as a constrained authority which is only able to meet 42% of its identified housing needs, effective cooperation with neighbouring authorities is critical for Crawley. Equally, cooperation is essential because of its primary economic role in the sub-region and the wider economic and environmental implications relating to Gatwick Airport. On this basis, it is essential for CBC to clearly demonstrate it has met the Duty to Cooperate on critical strategic matters within and across the HMA with the other NWS LPAs.

4. Background

- 4.1. Crawley borough falls within the Northern West Sussex (NWS) Housing Market Area (HMA). It has a long history of positive joint and collaborative working with the other Local Planning Authorities (LPAs) within the HMA (Horsham District Council, Mid Sussex District Council and West Sussex County Council).
- 4.2. Crawley Borough Council and Horsham District Council have a have a strong track record of constructive joint working with effective outcomes. This includes the delivery of a new neighbourhood immediately adjacent to Crawley within Horsham District’s administrative area (Kilnwood Vale), which is now being built out, following the preparation and adoption

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of the West of Bewbush Joint Area Action Plan Development Plan Document 2009 (JAAP DPD).

- 4.3. The authorities work effectively together across the Northern West Sussex Housing Market Area, which has secured continual updates of the Northern West Sussex Position Statement and Statement of Common Ground (CBC, HDC, Mid Sussex District Council and West Sussex District Council)¹. This achieved meeting in full the housing need for the Housing Market Area in the existing round of adopted Local Plans. The Northern West Sussex Statement of Common Ground is in the process of being updated, along with a separate Housing-specific related Statement of Common Ground agreed between the three district/borough authorities).
- 4.4. Work on specific strategic matters critical to the two parties (HDC and CBC) also includes detailed discussions at Member and Officer Level on key cross-boundary matters including how to address unmet housing need and consideration of the potential for strategic scale development.

5. Description of Issue to be Resolved

- 5.1. This Statement of Common Ground (SoCG) has been produced in preparation for the Submission of the Crawley Borough Local Plan Review and to support the Horsham District Local Plan. It is anticipated that this statement will be updated over time to relate to later stages of the Local Plans and changes in circumstance.
- 5.2. The matters dealt with in the SoCG are:
 - Local Plan periods and governance
 - Housing need
 - Gypsy and Traveller Accommodation
 - Employment – strategy and sites
 - Settlement hierarchy
 - Homes England's Proposals for Strategic growth West of Crawley
 - Gatwick Airport
 - Education
- 5.3. In addition, other SoCGs have been and are being agreed which set out more detail in relation to specific strategic and cross boundary matters. These include:
 - NWS SoCG & NWS Housing Needs SoCG
 - Bilateral SoCG with other individual authorities (including Adur and Worthing Councils, Arun District Council, Mole Valley District Council, Mid Sussex District Council, Reigate and Banstead Borough Council and Tandridge District Council)
 - Topic-specific SoCG (including a Water Neutrality SoCG covering the Sussex North Water Resource Zone)These do not form part of this Portfolio Holder Decision.

¹ Northern West Sussex Statement of Common Ground (May 2020) CBC, HDC, MSDC, WSCC:
<https://crawley.gov.uk/sites/default/files/2020-06/NWS%20SoCG%20May%202020%20final%20signed.pdf>

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6. Information & Analysis Supporting Recommendation

- 6.1. To not agree the SoCG could risk the Local Plan not meeting the legal Duty to Cooperate at the point of Submission of the Examination. This would mean it would be rejected by the Planning Inspectorate at the first stage of the Examination. The only means of rectifying this would be withdrawal of the Local Plan and redoing the earlier stages of the Local Plan Review plan-making again (including further Regulation 19 Consultation). This would have substantial financial and planning implications.

7. Implications

- 7.1. The agreement of the SoCG does not commit the council's financial resources, beyond the time needed at officer and member level to meet the Duty to Cooperate as part of the Local Plan Review.

8. Background Papers

Crawley Borough Council and Horsham District Council – draft (July 2023): separate document

Draft Submission Crawley Borough Local Plan (May 2023):

<https://crawley.gov.uk/sites/default/files/2023-05/1.%20Submission%20Crawley%20Borough%20Local%20Plan%202024-2040%20May%202023.pdf>

Local Development Scheme (January 2023): <https://crawley.gov.uk/sites/default/files/2023-01/Local%20Development%20Scheme.pdf>

Crawley Duty to Cooperate Statement (May 2023):

<https://crawley.gov.uk/sites/default/files/2023-05/Duty%20to%20Cooperate%20Statement%20May%202023%20%28low%20res%29.pdf>

Northern West Sussex Statement of Common Ground (May 2020):

<https://crawley.gov.uk/sites/default/files/2020-06/NWS%20SoCG%20May%202020%20final%20signed.pdf>

Report author and contact officer:

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Horsham / Crawley Statement of Common Ground

Horsham Local Plan

Crawley Local Plan Review: Regulation 19

Signatories:

Atif Nawaz, Cabinet Member for Planning and Economic Development, Crawley Borough Council	John Milne, Cabinet Member for Planning and Development, Horsham District Council
[insert signature]	[Insert signature]

Statement

1. Introduction and Scope

- 1.1 The purpose of this statement is to document the strategic cross-boundary matters that have been or are being addressed jointly by the parties, as necessary to demonstrate effective joint working, or to draw out areas of common ground that are specific or unique to the parties.
- 1.2 It also draws out areas of disagreement, and identifies what measures are being taken to address these.
- 1.3 The matters dealt with in this statement are:
 - Section 2: Local Plan periods and governance
 - Section 3: Housing need
 - Section 4: Gypsy and Traveller Accommodation
 - Section 5: Employment – strategy and sites
 - Section 6: Settlement hierarchy
 - Section 7: Strategic growth West of Crawley
 - Section 8: Gatwick Airport
 - Section 9: Education

This statement has been produced in preparation for the Submission of the Crawley Borough Local Plan Review and to support the Horsham District Local Plan. It is anticipated that this statement will be updated to relate to later stages of the Local Plans and changes in circumstance.

2. Local Plan periods and governance

2.1 Figure 1 below indicates anticipated Local Plan timescales and periods at the time of drafting this agreement. Note that timescales are subject to change to take reasonable account of circumstances.

Figure 1: Overview of Local Plan timescales

	Crawley Borough Local Plan Review (2024 – 2040) Timetable	Horsham District Local Plan Review Timetable (to be advised)
Overview & Scrutiny Commission	31 January 2023	n/a
Cabinet	1 February 2023	
Full Council: Approval of Publication & submission	22 February 2023	
Statutory public consultation period: Publication (Submission) consultation	9 May to 20 June 2023	
Submission	Summer 2023	
Examination hearings	Autumn 2023	
Adoption	Spring/Summer 2024	

2.2 The councils have a strong track record of constructive joint working with effective outcomes. This includes the direct delivery of a new neighbourhood immediately adjacent to Crawley within Horsham District’s administrative area (Kilnwood Vale), which is now being built out, following the preparation and adoption of the West of Bewbush Joint Area Action Plan Development Plan Document 2009 (JAAP DPD). The authorities work effectively together across the Northern West Sussex Housing Market Area, which has secured continual updates of the Northern West Sussex Position Statement and Statement of Common Ground (CBC, HDC, Mid Sussex District Council and West Sussex District Council)¹. This achieved meeting in full the housing need for the Housing Market Area in the existing round of adopted Local Plans. The Northern West Sussex Statement of Common Ground is in the process of being updated, along with a separate Housing-specific related Statement of Common Ground agreed between the three district/borough authorities (July 2023).

2.3 Work on specific strategic matters critical to the two parties (HDC and CBC) also includes detailed discussions at Member and Officer Level on key cross-boundary matters including how to address unmet housing need and consideration of the potential for strategic scale development. This includes Homes England’s long term proposals for up to three new neighbourhoods located to the west of Crawley and the possible provision in the longer term of new railway stations between Crawley and Horsham on the Arun Valley Line. Appendix B provides the details of the most relevant strategic planning and cross boundary meetings held between the two authorities since the adoption of the 2015 Crawley and Horsham Local Plans.

¹ Northern West Sussex Statement of Common Ground (May 2020) CBC, HDC, MSDC, WSCC:
<https://crawley.gov.uk/sites/default/files/2020-06/NWS%20SoCG%20May%202020%20final%20signed.pdf>

2.4 Other work includes jointly commissioning numerous evidence documents (the most recent of these are set out in Appendix A) to ensure a common understanding of the wider sub regional position and to ensure these issues can be taken account of during our plan making. Other discussions include those concerning the Gatwick Diamond Authorities² and the West Sussex and Greater Brighton Strategic Planning Board.

3. Housing need

3.1 Through the signed Statement of Common Ground for the Northern West Sussex Authorities (May 2020)³, and its emerging Housing-specific Statement of Common Ground, the parties agreed that housing need is a relevant strategic matter and in particular agreed that it was critical that they continued to work positively together to seek to address the housing needs of the Housing Market Area (HMA).

3.2 Figure 2 below provides an updated overview of the current adopted housing supply position within the North West Sussex area. This shows that the combined local housing need set out in the current round of adopted Local Plans will be addressed, albeit with an indicative overall deficit of 527 dwellings (equal to 35 dwellings per year over the 15 year Crawley Plan period).

Figure 2: Overview of current supply positions (Adopted Local Plans)

	Crawley	Horsham	Mid Sussex	NWS HMA total
Existing Local Plan Objectively Assessed Housing Needs (per annum)	675dpa	650dpa	876dpa	2,201dpa
Existing Local Plan Requirements (per annum)	340dpa	800dpa	964dpa	2,104dpa
Difference (per annum)	-335dpa	+150dpa	+88dpa	-97dpa
Existing Local Plan Objectively Assessed Housing Needs (total over Plan periods) ⁵	5,100 dwellings	16,000 dwellings	16,390 dwellings	37,490 dwellings
Existing Local Plan Requirements (total over Plan periods)	10,125 dwellings	13,000 dwellings	14,892 dwellings	38,017 dwellings
Difference (total over Plan periods)	-5,025 dwellings	3,000 dwellings	1,498 dwellings	-527 dwellings (-35dpa)

3.3 Figure 3 establishes the future local housing need (calculated using the current standard method formula) identified for the Northern West Sussex Housing Market Area as progressing through the Local Plan Reviews. It is recognised that the standard method requires updating until the point of Local Plan submission as updated household growth projections and affordability data are released. The information in Figure 3 will be completed when the Horsham Regulation 19 consultation begins.

² Gatwick Diamond LSS: <https://crawley.gov.uk/sites/default/files/documents/PUB344429.pdf>

³ Northern West Sussex Statement of Common Ground (see Footnote 1)

Figure 3: Overview of future need and supply

LPA	Local Housing Need*	Local Plan target	Plan status	Plan period
Crawley	755 dpa	400 dpa (yrs 1-5) 360 dpa (yrs 6-10) 205 dpa (yrs 11-16)	Regulation 19 Proposed Submission	2024-2040
Horsham	911 dpa	Work to understand potential delivery target ongoing	Regulation 18	anticipated 2023 -2040
Surplus/Deficit	-	tbc (yrs 1-5) tbc (yrs 6-10) tbc (yrs 11-16)	-	-

*The Standard Method for calculating Local Housing Need has been used.

- 3.4 Housing need within Crawley has been calculated through the Standard Method as totalling 755 dwellings per annum (dpa). Over the Crawley Borough Local Plan period (2024 – 2040) this equates to 12,080 dwellings. Due to the land constraints associated with the borough, the draft Crawley Local Plan Review proposes a total supply-led figure for the whole Plan period of 5,030 dwellings, leaving an outstanding unmet need of 7,050 dwellings over the same period. This is not anticipated to come forward as a flat trajectory, and therefore the draft Crawley Borough Local Plan sets a stepped housing requirement figure rather than as a simple annualised average. In light of this unmet need, Crawley Borough Council wrote to HDC in January 2020 and in April 2023 to request whether Horsham District Council is able to assist in contributing to these unmet needs.
- 3.5 As of March 2023, annual housing need within Horsham has been calculated through the Standard Method as totalling 911 dwellings per annum (dpa). Along with existing commitments, Neighbourhood Plan allocations and an allowance for windfall development, HDC would seek to meet this need by allocating sites in its forthcoming Local Plan.
- 3.6 Since the receipt of the initial request as to whether HDC could accommodate any of Crawley’s unmet needs, matters relating to the Habitats Regulations and impact of water supply abstraction on protected Habitats arose. This created a significant delay in the progression of the Local Plans and also in the permission of new developments across both authority areas. Despite the delays to the Local Plans, discussions and evidence base updates have continued to be undertaken to establish the extent to which Crawley can deliver housing within its own boundaries. In addition, Horsham District Council has prepared a range of evidence base documents to support the preparation of its own plan, to examine the extent to which it could accommodate housing needs.
- 3.7 The Northern West Sussex authorities agree⁴ that, subject to meeting individual housing needs and establishing that there is potential to assist other authorities with unmet need, assistance will be prioritised as follows:
- Priority 1: Northern West Sussex HMA
 - Priority 2: Coastal West Sussex HMA

⁴ Draft Northern West Sussex Housing Needs Statement of Common Ground (July 2023)

- Priority 3: Other adjacent and nearby HMAs where it is justified by each individual authority.

3.8 The HDC evidence base work has not yet been completed and the extent to which the Council can meet housing needs cannot at this point in time be finalised but HDC can confirm that the prioritisation identified in the NWS HMA Position Statement will be used should it be able to meet unmet needs of other authorities, such as CBC. The anticipated housing supply to be met across the two authority areas through the revised Local Plans, over the Plan periods, will be confirmed when the Horsham Local Plan is published for its Regulation 19 consultation.

3.9 The parties agree the above approach forms the most effective and positive approach to the consideration of meeting unmet needs within the shared primary housing market area, taking into account local constraints, the need to resolve environmental and infrastructure constraints, and the need for sustainable development.

Affordable Housing:

3.10 The Strategic Housing Market Assessment highlighted an affordable housing need emerging from Crawley of a total of 739 dwellings per year. Even if the council could secure 40% affordable housing for all residential developments across the whole borough, due to the supply constrained housing requirement position, this would only meet 17% of the overall affordable housing needs of the borough (126dpa). This leaves a substantial amount of unmet affordable housing need (606dpa).

3.11 However, critically, viability evidence being prepared to support the draft Crawley Borough Local Plan is highlighting the challenges in securing 40% for high density schemes in Crawley town centre (due to high existing land values and high costs for high rise development), leading to a reduction in the levels of affordable housing which can be required through such private market led schemes. The draft Crawley Borough Local Plan is proposing a 25% affordable housing requirement from such schemes within the town centre location. This reduces the amount of the affordable housing need being met within the borough to 15% (108dpa) when taking known schemes into account (i.e. not counting windfalls, of which the highest number are anticipated to come forward within the town centre). Furthermore, the affordable housing calculation in 3.10 above does not take into account the national threshold of less than 10 dwelling schemes not requiring affordable housing because the Submission Crawley Local Plan requires affordable housing from all residential development, given the level of need. Should this threshold be required in the policy, it is likely that there will be an even larger affordable housing unmet need arising from Crawley.

3.12 The most recent available evidence (Social Rented Housing and First Homes Study, Sep 2022) has shown a need for 492 affordable homes per year in Horsham. The emerging HDLP will set an appropriately ambitious target whilst ensuring development is viable. This target is however anticipated to yield well below the identified need for Horsham District.

3.13 The parties agree to consider and maximise opportunities to address affordable housing needs and appropriate housing mix as evidenced through the joint SHMA and any subsequent updates, subject to viability, particularly, but not restricted to, where development may take place adjacent to Crawley. Whilst the full need cannot be met through planning policies and Section 106 Agreements (as outlined above), both authorities are proactively seeking to maximise supply in other ways, for example through Horsham District Housing (HDC’s affordable housebuilding company), Crawley

Borough Council’s own housing delivery schemes, and facilitating schemes led by housing associations.

Self- and Custom-Build:

3.14 Due to Crawley’s predominantly urban nature, with a high proportion of higher density residential schemes proposed, and the limited area of land outside the existing Built-Up Area Boundary, with the exception of the land affected by aircraft noise constraints, there are limited opportunities for self-build to take place within the borough’s administrative boundaries. The current number of individuals and groups on the council’s Self- and Custom-Build Register is 90; of which 73 are Part 1 entries (i.e. those which satisfy local eligibility criteria) and a further 17 are Part 2 entries.

3.15 The HDLP is likely to include a policy requirement to provide a supply of units as self-build or custom-build plots. This may result in a supply which is greater than the number of entries on the Horsham self-build register at the current time, however this is uncertain given the fluctuating nature of the register.

3.16 The parties acknowledge that those with a desire to self-build in the area will be able to register with the relevant authority subject to local eligibility criteria. The parties therefore agree that the outcomes of emerging policies will be monitored and policies reviewed in future if appropriate.

4. Gypsy and Traveller Accommodation

4.1 The parties agree that there is an assessed need for 93 gypsy and traveller pitches to be provided additional to those existing in Horsham during the Horsham District Local Plan period, and that the equivalent need in Crawley Borough is currently assessed as zero. A reserve site for up to 10 pitches is allocated at Broadfield Kennels, southwest of the A264, in the adopted Crawley Borough Local Plan in anticipation of a future need being identified in Crawley. The Crawley Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment is being updated as part of the Crawley Local Plan Regulation 19 consultation.

4.2 HDC is undertaking an update to its GTAA to understand the need for pitches and plots, which is likely to be finalised later in the year. Currently, HDC is not in a position to know whether it is able to meet its needs in full through allocations in its forthcoming Local Plan, along with existing commitments. The parties agree that HDC will engage with CBC on this matter when the work has been finalised and its position is known. Should G&T needs be unable to be in HDC, it may request assistance from CBC to meet unmet needs but there is currently no formal request from either authority to assist with meeting the other’s GTTS needs on a cross-boundary basis.

5. Employment Growth

5.1 The joint Economic Growth Assessment confirms that the Northern West Sussex (NWS) area operates as a broad functional economic market area, with the spatial extent largely consistent with the authority boundaries of Crawley, Horsham and Mid Sussex. Each of the three local authority areas is characterised by its own set of economic strengths and challenges. In particular:

- Crawley represents the dominant commercial centre in NWS and drives demand for employment space, attracting most activity and commands highest rents.

- By comparison, Horsham tends to operate as secondary property market, but which is nevertheless accommodating new business development and continues to attract demand from a range of occupiers.
- There is some interaction and competition between different centres in the NWS area for occupiers and investment. Forthcoming developments of a strategic nature offer potential for more competition in future although they are planned for different uses.
- The stock of industrial space has been increasing across each NWS authority area in recent years. At the same time, the stock of traditional industrial jobs (typically occupying [former] B1c/B2 space) has been declining, although logistics and distribution related jobs (typically occupying B8 space) have increased in both Crawley and Horsham.
- Changes to permitted development rights have resulted in the removal of a sizeable quantum of office space from the market, whilst the stock of office jobs has increased. A key recent feature of the market is a reported mismatch between demand for high quality ‘Grade A’ new office space and available supply which rarely meets this specification.

5.2 Figure 4 shows the comparable needs of the two authorities as established by the EGA and the focused updates:

Figure 4: Use Class Needs for Crawley and Horsham 2019 - 2036 (EGA 2020)

	1. Baseline Job Growth	2. Past Development Rates	3. Baseline Labour Supply	4. Alternative Housing Delivery (Med)	4. Alternative Housing Delivery (High)
Crawley All B Uses (OE, Q2 2018) (January 2020)	+6,970sqm floorspace -1.1ha land	+130,900sqm floorspace +33.0ha land	(752dpa) +432,910sqm floorspace +113.0ha land		
Horsham All B Uses (January 2020)	+40,730sqm floorspace 8.3ha land	+140,590sqm floorspace 39.0ha land	(965dpa) 143,375sqm floorspace 35.3ha land	(1,200dpa) 206,840sqm floorspace 51.0ha land	(1,400dpa) 260,855sqm floorspace 64.3ha land
Crawley All B Uses Experian Q2 2018 (Focused Review September 2020)	+154,680sqm 38.7ha land	+159,290sqm 39.6ha land	As Jan 2020 EGA	(347dpa) 92,835sqm floorspace 21.7ha land	(597dpa) 243,480sqm floorspace 56.9ha land
Horsham All B Uses (Focused Review November 2020)	+13,300sqm 0ha land	+179,240sqm 45.1ha land	(920dpa) +166,990 37.5ha land	(1,200dpa) +240,910 54.0ha land	(1,400dpa) +303,820 68.1ha land
Crawley All B Uses Experian Q4 2022 (Focused Review January 2023) – covers period 2023 to 2040	+113,390sqm 26.2ha land	136,510qm 32.0ha land	As Jan 2020 EGA	(314dpa) 113,351sqm 26.1ha land	(544dpa) 299,362sqm 69.0ha land

Labour Supply:

5.3 The level of additional employment supply required above the Standard Methodology figure has been tested for housing growth in Horsham District of 1,200dpa; and High – 1,400dpa. These higher scenarios would include an element of Crawley’s unmet housing needs (i.e. some of the Standard Method 750dpa figure for Crawley borough not able to be accommodated within the borough’s

administrative boundaries). The emerging HDLP will identify a level of employment growth commensurate with the overall housing target that can be accommodated during the Plan period. It will also take account of any existing employment commitments.

- 5.4 For Crawley, assessing the full Standard Method housing delivery figure of 752dpa, as assessed at the time of the EGA, provided an unrealistic impression of the actual labour supply associated with the Local Plan, as Crawley is unable to meet its housing need in full. Therefore, for the Crawley Focused EGA Updates in 2020 and 2023, two alternative housing delivery figures were tested: the borough constrained supply led figure of 347dpa in 2020 (updated to 314dpa in 2023)); and a higher 597dpa in 2020 (updated to 544dpa in 2023) which included the potential for growth immediately adjacent to Crawley, at the West of Ifield, but within Horsham district. For both EGAs, this latter scenario was not progressed further as it was acknowledged that such an urban extension would not meet solely Crawley’s housing needs and would also meet those from the adjoining district. Therefore, it is anticipated that, although some employment needs arising from an urban extension may need to be met in Crawley, remaining employment need arising from the development may be accommodated within the urban extension itself, or if necessary, elsewhere within neighbouring districts.

Local Plan Employment Strategies:

- 5.5 On the basis of Crawley’s focused EGA update (January 2023), the Crawley Borough Local Plan Review identifies a need for a minimum of 26.2 hectares new business land in the borough, based on Experian Baseline Job Growth projections. This is anticipated to be met in full within the borough, through opportunities within the existing Main Employment Areas and the allocation of a new Strategic Employment Location at Gatwick Green, to provide at least 13.73 hectares of new industrial land (principally within the B8 storage & distribution sector).
- 5.6 Horsham District Local Plan will ensure a sufficient supply and choice in employment floorspace across the District, both within the urban and rural areas. The approach outlined at the Regulation 18 consultation stage, is to seek to retain Key Employment Areas to enable the redevelopment, regeneration, intensification and smart-growth of existing sites, and allocate new sites for employment-led development. Larger site allocations are expected to provide opportunities for employment and for people to live and work locally. It is anticipated that these sources of supply will exceed the assessed level of need in the District, to allow current business premises to grow and expand, or to move into premises that meet modern business demands, and to help provide a wide choice of local jobs that help ensure that the loss of business and commuting rates outside the District are not exacerbated.
- 5.7 The parties agree that the approaches to employment growth in the respective emerging Horsham District Local Plan and Crawley Borough Local Plan Review are appropriate, and reflect the recent joint evidence base contained in the Economic Growth Assessment (EGA), the Crawley EGA focused updates September 2020 and January 2023, and the Northern West Sussex EGA Focused Update for Horsham (Nov 2020). The EGA outlines potential options for future supply of industrial land within Crawley Borough’s boundary, but also notes the potential for unmet employment need to be accommodated elsewhere in the wider NWS FEMA should circumstances change.
- 5.8 The parties also agree that the approaches taken to employment growth in the respective emerging Horsham District Local Plan and Crawley Borough Local Plan will provide a complementary role in

ensuring economic growth is maximised and a variety of opportunities are provided within the NWS Functional Economic Area for existing businesses, business growth, business start-up and labour supply.

6. Settlement hierarchy

6.1 Both parties agree that Crawley is a higher order settlement providing significant employment opportunity and a retail centre for the sub-region, and Horsham Town is a primary economic and cultural centre serving both Horsham town and the wider District. It is also agreed that a number of smaller settlements within Horsham District play a further important role as service centres and employment hubs serving more local needs. The parties agree that Crawley, Horsham Town and the smaller settlements will continue to be promoted as complementary to one another, in respect of their employment, retail and services functions.

7. Homes England's Proposals for Strategic growth West of Crawley

7.1 A strategic growth area to the immediate West of Crawley (WoC) is being promoted by Homes England through the Horsham District Local Plan review process. The site is near-contiguous with the administrative and urban boundaries of Crawley. The proposals for this site are made by Homes England (HoE), who own a significant area of land to the west of Ifield. They indicate that this land could deliver an initial "West of Ifield" neighbourhood development of around 3,000 homes. These proposals also include provision of employment, retail, open space for informal public use and formal recreation, schools, and other complementary uses. Homes England have stated their belief that in the longer term there may be potential for this development to form the first phase of a wider expansion of Crawley, which would comprise around 10,000 homes in total (West of Crawley).

7.2 The parties recognise that CBC submitted an in-principle objection to the WoC proposal as part of HDC's Regulation 18 consultation and that CBC's current formal position is that it strongly opposes Homes England's proposals. The parties agree, without prejudice to HDC's decision whether or not to allocate land in the Horsham District Local Plan, that should any future proposal come forward then the Councils would work together to seek to meet needs arising from Crawley Borough as part of any development in this location. This would include consideration of affordable housing requirements and education needs.

7.3 Given potential cross-boundary impacts, the parties agree that the following key objectives would be pursued in any policy formulation should HDC decide to allocate the site, and in any discussions with the site promoter:

- a) Any future development shall be Local Plan-led to comply with all the applicable policies set out in the Horsham District Local Plan and also for compliance with the Crawley Borough Local Plan to be an important and significant material consideration.
- b) Any development must be landscape/townscape-led, in particular ensuring the settlement gap between development 'at Crawley' and Horsham Town is maintained and enhanced by securing defensible boundaries, ensuring any negative impacts on the setting of Crawley are mitigated through thoughtful and careful layout and design of the scheme, and visual, physical and sustainable connectivity is maintained and enhanced, whilst upholding the "net zero" aspirations

of both authorities through the development from Crawley's neighbourhoods to the countryside beyond.

- c) Development must be a comprehensive design and strategically planned to ensure all the infrastructure needs for the whole proposed development "West of Crawley" are met and either delivered from its commencement or with delivery targets set out in a legal agreement. This will include the submission of comprehensive masterplans ahead of submission of Horsham District Local Plan, to the satisfaction of both authorities.
- d) Development as a whole, and all phases within it, should demonstrate excellence with respect to maximum energy efficiency, decarbonisation and sustainability, water use efficiency, active and sustainable transport, high quality urban design and effective use of land, green infrastructure connectivity and biodiversity net gain. The development proposals should clearly evidence a high priority commitment to achieving net zero carbon emissions.
- e) The housing mix in terms of dwelling type, size and tenure must meet the agreed need of the local communities, based on the joint Strategic Housing Market Assessment, appropriate for an "At Crawley" location. In particular, the Affordable Housing provision must meet those needs considered to be most acute and appropriate for a strategic development in this location, taking account of needs identified by CBC. The councils will seek to reach formal agreement in relation to shared nomination rights for the affordable housing provision.
- f) The parties will work together, and with the site promoter and the Highways Authority, to secure the delivery of a comprehensive new multi-modal sustainable transport corridor link to the west of Crawley, to connect the A264 near to Faygate to the A23 north of County Oak. There should be a clear commitment to the full delivery of the sustainable transport corridor link, including any necessary safeguarding of land within respective Local Plans, and consideration of funding models and corridor link route alignment in place for the entire route as part of any 'first phase' of development. The parties are engaging with WSCC and Gatwick Airport regarding the boundaries of safeguarding, especially in the vicinity of the multi-modal sustainable transport corridor link along the southern boundary of the airport.
- g) Provide for educational needs arising within the development, and additionally make suitable provision or allowance for meeting educational needs in the wider area, in particular Crawley's secondary education needs insofar as they cannot be met within the constrained borough of Crawley. Education provision meeting Crawley's needs would be subject to delivery by the Department for Education, securing sufficient alternative funding, and/or appropriate developer contributions or sufficient volumes of CIL being available from growth within Crawley Borough.
- h) Provide appropriate and sufficient access to healthcare provision, ideally on-site, to address all healthcare needs arising from new development in order to ensure no additional pressure on existing provision in both Horsham District and Crawley Borough. Any scheme should be designed to maximise healthy lifestyles and meet agreed levels of open space and sports facilities; located, designed and laid out appropriately for strategic neighbourhood scale developments and reflecting the 'at Crawley' blended needs.
- i) Open space, sports and recreation facilities to be provided in accordance with an agreed approach to standards, taking into account the existing socio-economic demographic

information for Horsham and Crawley, along with quantity, quality and accessibility of existing provision.

Outstanding Matters for Further Investigation and Discussion

7.4 It is acknowledged that this is a significant proposal. Should the “West of Ifield” site be allocated, there are many matters yet to be finalised and supported by evidence. In view of the cross-boundary nature of this proposal, it is important that any development scheme satisfies both authorities, with a requirement to as far as possible secure agreement from both ahead of any future planning application. The councils agree to continue to work together and maintain the transparent and cooperative approach taken to date in order to resolve these issues. In particular this relates to housing needs, the delivery upfront of all the required infrastructure, including the multi-modal sustainable transport corridor link and mitigating the environmental impacts. .

8. Gatwick Airport

8.1 HDC and CBC work closely with each other, Gatwick Airport Ltd (GAL) and other local authorities through a number of working groups focusing on airport-related matters which are structured at various levels, focused around the following groups. These groups meet on a regular basis to discuss and reach consensus on airport-related matters, co-operate in monitoring and assessment tasks, and lobby for change as a combined group with greater weight than as individual authorities:

- Gatwick Airport Consultative Committee (GATCOM) - Statutory consultative body for Gatwick Airport
- Gatwick Joint Local Authorities Group (GJLA) - Group of all local authorities neighbouring the airport
- Gatwick Officers Group (GOG) - Officer group supporting GJLA and GATCOM
- Noise and Track Monitoring Advisory Group (NATMAG) - Group monitoring airport-related noise and flight path tracking

8.2 Both parties agree that they will maintain engagement with these groups thereby achieving effective joint working. The parties also agree that, in light of the draft Aviation Strategy, “Aviation 2050; The Future of UK Aviation”, the safeguarding of land for a potential new southern runway at Gatwick will continue to be upheld in their respective emerging Local Plans, with the Crawley Local Plan amending its boundary to exclude land allocated for the strategic employment site. This will be reviewed if required should there be renewed certainty in national policy regarding the requirement to safeguard land at Gatwick.

8.3 The appropriate noise contours for decision-making are the Gatwick Master Plan 2019 Additional Runway Summer Day 2040 contours (Plan 31) until such time as these are superseded by subsequent noise contours that are published by Gatwick Airport and approved by the CAA.

8.4 Both parties agree that it is appropriate for both local plans to include policies that seek to prevent the provision of additional or replacement airport-related parking outside of the Airport Boundary.

8.5 Both parties agree to continue to work collaboratively with the other Gatwick Authorities with regard to the Gatwick Airport’s Northern Runway Development Consent Order proposals and to co-operate in preparing responses to those proposals overseen by a Gatwick Steering Group of senior officers.

9. Education provision

9.1 Subject to the requirements of WSCC and the Department for Education, it is agreed by the parties that Crawley Borough has an unmet need for secondary school places of 4 – 6 forms of entry which, due to a lack of suitable sites, cannot be met within the Borough boundaries. As such, it is agreed that in the event of land being allocated for development to the West of Crawley, appropriate provision must be made to meet this need (see Section 7 above). This would need to include sufficient new secondary school provision to meet the needs of the new development as well as any existing unmet needs arising from Crawley and potential future needs in the area.

10. Water Neutrality

10.1 Horsham District falls entirely within the Sussex North Water Supply Zone (SNWSZ), and the majority of Crawley Borough also falls within this zone. In September 2021, Natural England (NE) issued a Position Statement. This explains that it cannot be concluded that the existing water abstraction, at Pulborough, within the SNWSZ is not having an impact on the Arun Valley Special Area of Conservation (SAC) and Ramsar site. It advises that development within this zone must not add to this impact. This prevented local plans from progressing to later formal stages until such a time when a Water Neutrality Strategy could be agreed. The Strategy must ensure no further increase in water abstraction at Pulborough as a result of further development.

10.2 A Water Neutrality Study was undertaken by consultants commissioned on behalf of the parties, together with the other affected local authority (Chichester District Council), supported by key partner agencies (including Natural England, Environment Agency, Southern Water) and authorities (West Sussex County Council, South Downs National Park and Mid Sussex District Council). Part C: the Water Neutrality Strategy, agreed by the Chief Executives of the Local Planning Authorities and endorsed by Natural England, was published in November 2022.

10.3 The parties have prepared a joint Local Plan water neutrality policy setting out significantly tighter water efficiency measures for new development and requiring offsetting of any remaining projected net increases in water use. The parties agree that, together with the other affected local authority (Chichester District Council), and key partner agencies, they will produce a Sussex North Offsetting Water Scheme (SNOWS) which meets legal and soundness tests. They further agree to work together to implement actions required by the Strategy, which may include cross-boundary off-setting measures including retrofitting of existing buildings, aiming to achieve water neutrality across the SNWSZ. The parties are part of a working group, supported by a dedicated full-time Water Neutrality Officer, which is working hard to achieve this.

10.4 Both authorities are parties to an agreed separate Statement of Common Ground on Water Neutrality which sets out further details regarding the cooperation and joint work to resolve this strategic issue.

11. Closing matters and further work

11.1 The parties to this statement have demonstrated that they have worked jointly and constructively on cross-boundary matters relevant to the plan-making process. The parties confirm that they will

continue to do so, as outlined above and through sustained joint dialogue and the commissioning of joint studies as appropriate.

11.2 In summary, specific joint work includes:

- Regular joint review of housing delivery to identify early any supply related cross-boundary issues (**outcomes:** joint SHMA; updates to SoCG; agreement on approach to meeting unmet housing needs);
- Proactive participation in the West Sussex and Greater Brighton partnerships and Gatwick Diamond Local Authorities (**outcome:** wider sub-regional coordinated strategy to meeting development needs);
- Proactive and frequent co-operation and co-ordination within the Northern West Sussex group of authorities (Crawley, Horsham, Mid Sussex and West Sussex County Council) (**outcomes:** signed and continually updated NW Sussex SoCG, joint evidence base updates following on from published joint studies);
- Co-ordination of educational provision to be addressed on a cross-boundary basis and as part of any future West of Crawley strategic development in Horsham district (**outcome:** potential delivery of a new secondary school to help meet existing unmet needs, in particular from Crawley, and development needs in any West of Crawley strategic development);
- A joint approach to considering any future allocation of the West of Crawley strategic site and any subsequent planning applications, which would include:
 - promoting and seeking to agree a landscape/townscape-led masterplan, working with Homes England to ensure appropriate provision and upfront phasing of all infrastructure to ensure its delivery in advance of occupancy, an appropriate housing mix including an agreed joint strategy for affordable housing, delivery of genuine and demonstrable biodiversity net gain and a sustainable transport strategy and delivery plan.
 - Working together to ensure that any new development does not interfere with the future provision of a possible new western link road, that would provide a multi-modal transport corridor link equipped with sustainable transport infrastructure for a zero net carbon future.
 - **outcome:** potential delivery of a full multi-modal transport link that secures appropriate developer contributions (commensurate to the scale of the development) to contribute to its provision, alongside delivery of any strategic development to the west of Crawley; a successful outline planning application that is supported by both parties;
- Continued close cooperation on ongoing strategic cross-boundary issues and supporting technical work including transport & highways, economic growth, employment land, water management and infrastructure, biodiversity net gain, net zero, landscape and green/blue infrastructure (**outcomes:** complementary transport studies and updates; presumption for joint studies on cross-boundary matters).

Appendix A: Joint Documents

Document	Joint Authorities	Study Scope
West of Bewbush Joint Area Action Plan (July 2009) Crawley Borough Council and Horsham District Council	Crawley and Horsham	Adopted Area Action Plan Development Plan Document for strategic neighbourhood development adjacent to Crawley within Horsham District.
Northern West Sussex Strategic Housing Market Area (November 2019) Icenl	Crawley and Horsham	Housing Market & Housing Needs
Economic Growth Assessment (January 2020) Lichfields	Crawley, Mid Sussex and Horsham	Employment Land requirement
Eco-Serv GIS Report (2019)	Crawley and Horsham	Green Infrastructure Ecological Services
Gatwick Water Cycle Study (2020)	Crawley, Mid Sussex, Horsham, Reigate and Banstead	Water resources
Strategic Flood Risk Assessment (2020)	Crawley and Horsham	Flooding
Water Neutrality Study Part B: In Combination Assessment	Chichester, Crawley and Horsham	Water resources
Water Neutrality Study Part C: Water Neutrality Strategy	Chichester, Crawley and Horsham	Water resources
Water Neutrality Topic Paper	Chichester, Crawley and Horsham	Water resources

Appendix B: HDC/CBC Strategic Planning Meetings Jan 2016 – May 2023

Strategic Groups (HDC/CBC)	2016	2017	2018	2019	2020	2021	2022	2023
<p>NWS Planning Policy Officers</p> <p>Key Outputs:</p> <ul style="list-style-type: none"> • Shared understanding of cross boundary issues • SoCG signed (2016) • SoCG signed (2020) 	<ul style="list-style-type: none"> • March 2016 (Signed and Published Updated NWS Position Statement) • 25 August (Wastewater Infrastructure: NWS Authorities/ Thames Water) 	<ul style="list-style-type: none"> • 5 July • 25 July • 26 July • 22 August • 13 Dec 	<ul style="list-style-type: none"> • 12 July • 6 Nov (Wastewater Infrastructure: NWS Authorities/ Thames Water) • 6 Nov (Economic and Housing Evidence) • 14 Nov 	<ul style="list-style-type: none"> • 21 Oct • 19 Dec 	<ul style="list-style-type: none"> • 2 June (Signed and Published NWS SoCG) 	<ul style="list-style-type: none"> • 26 Jan • 17 May • 12 July 	<ul style="list-style-type: none"> • 17 Feb • 31 March • 16 May • 26 May • 7 July • 21 July • 15 Sept • 10 Nov 	<ul style="list-style-type: none"> • 5 Jan • 13 Feb • 9 March • 27 April
<p>Crawley/ Horsham Policy Meeting</p> <p>Key Output:</p> <ul style="list-style-type: none"> • Statement of Common Ground (June 2023) 				<ul style="list-style-type: none"> • 20 March • 27 Sept (DtC & NWS) 	<ul style="list-style-type: none"> • 5 May • 20 May • 28 May • 2 Sept • 24 Sept • 15 Oct • 12 Nov • 26 Nov • 1 Dec • 17 Dec 	<ul style="list-style-type: none"> • 7 Jan • 25 Jan • 28 Jan • 18 Feb • 18 March • 8 April • 12 April • 22 April • 13 May • 20 May • 3 June • 5 August • 26 August • 16 Sept 	<ul style="list-style-type: none"> • 13 Jan • 10 Feb • 31 March • 28 April • 18 May • 7 July • 1 Sept • 29 Sept • 20 Oct • 14 Nov 	<ul style="list-style-type: none"> • 2 Feb • 16 March • 6 April • 27 April • 18 May • 5 June • 8 June

Strategic Groups (HDC/CBC)	2016	2017	2018	2019	2020	2021	2022	2023
						<ul style="list-style-type: none"> • 7 Oct • 4 Nov • 2 Dec 		
Potential New Railway Stations between Crawley and Horsham (Arun Valley Line) Key Output: <ul style="list-style-type: none"> • Draft Network Rail Timetable Study • Draft WSP Timetable Study 			<ul style="list-style-type: none"> • 23 April • 25 May • 5 June • 19 June • 16 July • 31 July • 9 August 	<ul style="list-style-type: none"> • 10 May • 14 Oct 	<ul style="list-style-type: none"> • 4 Feb • 7 Sept • 14 Oct 			
Economic Growth Assessment Key Output: <ul style="list-style-type: none"> • Published Joint Economic Growth Assessment for Crawley, Horsham and Mid Sussex • Local Plan policies 			<ul style="list-style-type: none"> • 26 Feb (Strategic Employment Reigate and Banstead Borough; Horsham District; Mid Sussex District; West Sussex County; and Crawley 	<ul style="list-style-type: none"> • 24 Jan • Feb (commissioned study) • 7 March (Inception Meeting) • 9 May • 22 May • 24 Sept 	<ul style="list-style-type: none"> • 27 Jan (completed and Published document) 			

Strategic Groups (HDC/CBC)	2016	2017	2018	2019	2020	2021	2022	2023
			Borough Councils)					
<p>Strategic Housing Market Assessment</p> <p>Key Output:</p> <ul style="list-style-type: none"> Published joint Strategic Housing Market Assessment for the Northern West Sussex Housing Market Area and updating data for Crawley and Horsham Local Plan policies 	<ul style="list-style-type: none"> 30 August (Starter Homes and Market Housing Inception Meeting) 14 Oct (Interim Meeting) 7 Dec (Published Evidence Documents) 			<ul style="list-style-type: none"> 5 Feb (commissioned study) 1 March (Inception Meeting) 25 July 29 Nov (completed and published document) 				
<p>Water Neutrality Study Key Output:</p> <ul style="list-style-type: none"> Published joint Part B: In Combination Assessment Published joint Part C: Water 					<ul style="list-style-type: none"> 21 Dec (commissioned Water Neutrality Study) 	<ul style="list-style-type: none"> July (Water Neutrality Study Part A (Crawley and Chichester) and Water Neutrality Technical Note (Horsham)) 	<ul style="list-style-type: none"> 5 April (agreed Governance Structure and Terms of Reference) April (published Part B) 	<ul style="list-style-type: none"> Jan (Joint Water Neutrality Project Manager employed) 14 March (officer attendance at

Strategic Groups (HDC/CBC)	2016	2017	2018	2019	2020	2021	2022	2023
Neutrality Strategy • Local Plan joint Policy Appointment of Joint Water Neutrality Project Manager post						documents published)	• 6 Nov (Joint PINs Advisory Meeting held) • 27 Oct (Part C agreed by LPA Chief Execs) • 24 Nov (Part C endorsed by Natural England) • Dec (published Part C)	HoL Built Environment Committee)

The full details of the governance structure and meetings involved in resolving the water supply issues can be provided on request/are set out in the SoCG/Joint Topic Paper/CBC's DTC Statement.

Other meetings attended by both HDC and CBC include:

- Homes England Strategic Site Planning Performance Agreement joint discussions (Homes England, HDC, WSCC, CBC)
- Gatwick Diamond Local Authorities Member Meetings
- Gatwick Diamond Local Authorities Planning Officer Group
- West Sussex and Greater Brighton Strategic Board (Members)
- West Sussex and Greater Brighton Planning Officer Group
- West Sussex Planning Policy Officer Group

- Gatwick Joint Local Authorities (Members)
- Gatwick Airport: Gatwick Officers Group
- Gatwick Airport: GATCOM (Members)
- Gatwick Airport Transport Forum Steering Group
- Gatwick Parking Survey Officers Meeting

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Agenda Item 7

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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