

Appendix A3 – Housing: West Sussex & Greater Brighton Strategic Planning Board

Evidence of cooperation pre Reg 18 consultation

(Up to 19th December 2020. Regulation 18 consultation 7th Nov – 19th December 2022)

Cooperation Mechanism	Group/Prescribed body	Membership	Date of Meeting	Agenda - Key Issues Covered	Outcomes
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	15 January 2018	Funding Bid Update on Strategic Planning Advisor Post WSCC Chief Executive Board Agenda and Papers for Strategic Planning Board (See Appendix A4)	Agreed authorities to divide up the work by topic each to prepare a brief required for each of the evidence studies. With deadline of end of March. Agreed Job Spec for Strategic Planning Advisor Post Agreed that where possible all parties should ensure methodologies used when preparing evidence should be as consistent as possible. (See Appendix A4)
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester	30 April 2018	Update on presentation to WSCC CE Board Possible WSCC Housing Deal and Implications for Emerging LSS3	Agreed officer group should continue with work on summary Papers and submit by May (to Adur/Worthing BC's) Agreed Strategic Planning Board should sign off tender briefs for consultants at next meeting.

		DC, Mid Sussex DC, Lewes DC		(See Appendix A4)	(See Appendix A4)
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	23 July 2018	LSS3 – agreement on Evidence base Update on recruitment of Strategic Planning Advisor Update report to key Strategic Groups Update on Local Plan Progress/Reviews (See Appendix A4)	Agreed two stage approach on LSS3. Firstly, non-location specific background work, then secondly work to include geographical locations. Agreed to prepare a WSGB Strategic Planning Board Position Statement. Agreed to prepare a report to be used to inform key neighbouring strategic groups to update on approach to LSS3 and timescales. (See Appendix A4)
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	12 November 2018	Update on Strategic Planning Advisor post Governance and reporting arrangements to WSCC CEs, GB & GD Appointment of consultant to undertake LSS3 work	Agreed that BHCC to prepare a short paper on Governance options. HDC to write a short position statement on what was agreed at the July 2018 Board meeting. Agreed that group needs to review key strategic sites and identify where being stalled by viability/infrastructure issues.

				Discussions with Homes England and latest Housing Infrastructure Fund Next Strategic Planning Board (See Appendix A4)	(See Appendix A4)
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	14 January 2019	Update on appointment of Strategic Planning Advisor. Governance and reporting arrangements to WSCC CEs, GB and Gatwick Diamond. Appointment of consultants to undertake LSS3 work. Discussions with Homes England and latest Housing Infrastructure Fund. (See Appendix A4)	Agreed that ESCC, B&HCC and Lewes be invited to join Board meeting discussing Governance improvements. Agreed AWBC/HDC to draw up list of potential consultants to undertake LSS3 work. Agreed that Homes England be invited to attend the next Strategic Planning Board to discuss unlocking strategic sites. (See Appendix A4)
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC,	18 February 2019	Update on recruiting Strategic Planning Advisor post, shortlist to be	Members agreed to prepare a SoCG setting out the work of the Board on the LSS3.

		Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC		<p>circulated when complete. Update on LSS3 work. Statement of Common Ground setting out the work of the Strategic Planning Board. Proposed Governance Structure moving forward with the LSS3 work. Updates on negotiations with Homes England.</p> <p>(See Appendix A4)</p>	<p>Agreed to Circulate to the group Board's Terms of reference for reviewing. Agreed that a Governance Paper would be prepared by MSDC ready for the next WS Chief Execs meeting.</p> <p>Agreed that WDC/BHCC to circulate templates for all to complete which sets out a schedule of strategic sites that require public sector investment</p> <p>(See Appendix A4).</p>
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	20 May 2019	<p>Recent elections and implications Update on appointment of Strategic Planning Advisor. Appointment of Consultants to undertake LSS3 work. Governance and reporting arrangements to</p>	No Minutes available

				<p>WSSC CEs, GB and GD.</p> <p>SoCG detailing work of Strategic Planning Board Discussions with HE and latest HIF.</p> <p>(See Appendix A4)</p>	
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSSC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	2 September 2019	<p>Recent report to Chief Executives. Implications for future meetings and general governance discussion. Surrey's 2050 Place Ambition. Update on recruiting Strategic Planning Advisor. Appointment of Consultants for LSS3. SoCG detailing work for SPB.</p> <p>(See Appendix A4)</p>	No Minutes available.
	West Sussex & Greater Brighton	Adur and Worthing Councils, Crawley BC, Arun DC,	12 September 2019	To note terms of reference which need updating.	No Minutes available.

	Strategic Planning Board	WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC		Update on procurement of Consultants for LSS3 work and appointment of Strategic Planning Advisor. SoCG for work of Strategic Planning Board. Explore a Strategic Vision for 2050. (See Appendix A4)	
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	16 January 2020	Update on appointment of Strategic Planning Advisor. Updated Brief for LSS3 Consultants. SoCG detailing work of SPB. Next SPB dates and link with CEs and Leader's Board meetings. (See Appendix A4)	No Minutes available
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC,	16 March 2020	Update on appointment of Strategic Planning Advisor.	No Minutes available

		Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC		Strategic Review of Development Options for the Board Area. Update on Brief for LSS3 work. Agenda for next SPB mtg. Next meeting and request from Southern Water to attend POG (See Appendix A4)	
	West Sussex & Greater Brighton Strategic Planning Board	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Lewes DC	25 March 2020	Terms of Reference need updating. Update on procurement of Consultants for LSS3 work. Appointment of Strategic Planning Advisor. SoCG for SPB. Approach adopted by authorities to set out a Strategic Vision for 2050. (See Appendix A4)	No Minutes available
	West Sussex & Greater Brighton	Adur and Worthing Councils, Crawley BC, Arun DC,	22 June 2020	Cancelled Chief Executives' Meeting and Next Steps.	Agreed that newly appointed Strategic Planning Advisor (SPA) would make contact with individual

	Planning Officers Group	WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC		Intro to new Strategic Planning Advisor (Mark Dorfman). Scope and timeline for LSS3. Rotation of Chair – POG and Planning Board. (See Appendix A4)	Chief Execs after contacting all Policy Managers. Agreed to share the Local Plan updates and potential sites briefing notes provided to new Advisor. Agreed to consider proposed phasing and timetable for LSS3/LP Baseline Studies. (See Appendix A4)
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC	23 September 2020	Update on LSS3, Duty to Co-Operate, Appointment of Consultants. Responses to Government Planning Reforms. Strategic Planning Board Agenda. (See Appendix A4)	No Minutes available
	West Sussex & Greater Brighton Strategic Planning Board	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex	9 October 2020	Intro the new Strategic Planning Advisor. The Government Planning Reforms and Implications for LSS3. Joint responses to the changes to the	No Minutes available

		DC, Eastbourne & Lewes DC, ESCC		current Planning System. Joint responses to the White Paper. Update on LSS3 (work plan affected by Covid) (See Appendix A4)	
Explanation of how the cooperation has influenced plan making					
At this point the work of the LSS3 was not sufficiently progressed to inform plan making.					

Evidence of cooperation between Reg 18 and Reg 19 (19th Dec 2022 – 23rd Feb 2024)

Cooperation Mechanism	Group/Prescribed body	Membership	Date of Meeting	Agenda - Key Issues Covered	Outcomes
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC	5 February 2021	Update on non-performance of Strategic Planning Advisor. Draft SoCG. Timetable for Completion. Appointment of Consultants. LSS2 update. (See Appendix A4)	Agreed that AW/WSCC would urgently prepare first draft of SoCG. Agreed that SoCG was vital for Plans being reviewed (Worthing, Crawley, Horsham and Chichester). And that SoCG needed to be sign by end of June. [note: this deadline was not met] (See Appendix A4)
	West Sussex & Greater Brighton Strategic Planning Board	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP,	31 March 2021	Update regarding post of SPA. Appointment of Consultants to	No Minutes available

		Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC		undertake background evidence to LSS3. Update on draft SoCG. Update on progress with Local Plan Reviews. (See Appendix A4)	
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC	20 May 2021	Discuss latest version of SoCG. Next Strategic Planning Board date. LSS2 update. Updates on Local Plans. (See Appendix A4)	No Minutes available. [Note: last meeting before Water Neutrality Position Statement was published by Natural England]
	West Sussex & Greater Brighton Planning Officers Group	Adur and Worthing Councils, Crawley BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC	14 January 2022	Latest version of SoCC to discuss. LSS3 workplan update and resourcing. Next SP Board date and agenda. Updates on Local Plans (See Appendix A4)	No Minutes available. [Note: no further Board meetings were held]
	West Sussex & Greater Brighton	Adur and Worthing Councils, Crawley	13 December 2023	The Future of the Group and Strategic	No Minutes available. Officer Notes:

	Planning Officers Group	BC, Arun DC, WSCC, SDNP, Horsham DC, Brighton & Hove CC, Chichester DC, Mid Sussex DC, Eastbourne & Lewes DC, ESCC		Planning Board with the demise of Duty to Co-operate. Implications for Authorities progressing current Local Plans. Next Steps. Resolving Funding Issues from pooled Business Rates. AOB. (See Appendix A4)	Agreed to retain funding to support work moving forward.
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Explanation of how the cooperation has influenced plan making

As set out in the Council’s response to AP-011, work to progress LSS3 had stalled due to the complex Water Neutrality position which emerged in Chichester, Crawley, Horsham and South Downs National Park areas (plus a small section in Mid Sussex). Therefore, as this strategic approach had not been progressed or concluded, it could not influence the emerging Mid Sussex District Plan, nor other Plans that were significantly advanced such as Chichester and Horsham. By December 2023, Worthing had recently adopted their Local Plan and Crawley had held first stage of hearings. Mid Sussex (alongside neighbours Horsham) proactively sought to revive the group however due to uncertainties, the appetite for doing so in the short-term was limited. The group agreed the LSS3 remains a potential mechanism for dealing with unmet need in the sub-region in the longer term (e.g. next set of Plans) when the position in respect of Water Neutrality is clearer.

Evidence of cooperation between Reg 19 and Submission (24th Feb 2024 – 8th July 2024)

Cooperation Mechanism	Group/Prescribed body	Membership	Date of Meeting	Agenda - Key Issues Covered	Outcomes
Explanation of how the cooperation has influenced plan making					
No meetings held during this period					