

**PLANNING PERFORMANCE AGREEMENT  
ARUN DISTRICT COUNCIL AND VISTRY HOMES LIMITED**

**PROJECT PLAN FOR DEVELOPMENT**

Reserved matters application (appearance, scale, layout and landscaping), for  
Infrastructure RM, RM1 North (335 dwellings), RM1 South (330 dwellings) and discharge  
of Condition 7 'Design Code' and Condition 5 'Phasing' of outline planning permission  
F/4/20/OUT.

**Land at Ford Airfield, Ford, West Sussex**

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## **1. Background and Purpose**

- 1.1 The purpose of this Planning Performance Agreement (PPA) is to ensure the timely consideration and determination of the planning applications for the proposed development mentioned above. This PPA establishes a shared commitment by all parties of the PPA to an agreed timetable for the assessment, consideration and determination of the discharge of Condition 5 (Phasing), Condition 7 (Design Code), Infrastructure Reserved Matters (IRM), and RM1N (Northern Site) and RM1S (Southern Site) Reserved Matters applications – plus other phase specific planning conditions as specified within the PPA.
- 1.2 This PPA aims to set out the decision-making timeframe to enable the views of third parties to be discussed and, if necessary, any objections to be resolved before the Reserved Matters applications are considered and determined in a manner which satisfies the reasonable expectations of all parties of this PPA. This recognises that whilst the proposed development would help to boost the provision of additional housing, all aspects of the proposed development and the views of third parties must be properly considered.
- 1.3 Nothing in this PPA obligates the Council to approve the application/s. It instead establishes a method of collaborative / joint working to come to a determination.

## **2. Parties**

The parties to this PPA are:

Arun District Council – Local Planning Authority (LPA)

and

Vistry Homes Limited – (the Applicant)

## **3. Site Description**

- 3.1 The site has outline planning permission, reference F/4/20/OUT. The development (measuring approximately 86.6 ha) is located on the former airfield in the parish of Ford and is comprised predominately of agricultural land and hardstanding from the former runways.
- 3.2 This site is allocated under Policy H SP2c (SD8) of the Adopted Arun Local Plan 2011-2031 (ALP), requiring at least 1500 dwellings, 60 bed care home, sustainable transport links, two form entry primary school and nursery, community facilities (including healthcare facilities and library), and employment land.

## **4. Description of the Proposal**

- 4.1 The proposal, which this PPA is to cover, is to submit applications for:
  - Discharge of Prior to or concurrently with first Reserved Matters Conditions included on outline permission F/4/20/OUT:

- Cond. 5 (Phasing); and
    - Cond. 7 (Design Code).
  - Infrastructure Reserved Matter (IRM);
  - Residential Reserved Matters RM1 South (approx. 330 dwellings);
  - Residential Reserved Matters RM1 North (approx. 335 dwellings).
  - Where agreed by both parties as a continuation to the Project Plan as per the Terms below, the submission and discharge of any other application, including any discharge of condition applications.
- 4.2 Reserved Matters RM2 South and RM2 North (approx. 575 homes); and Residential Reserved Matter RM3 – approx. 260 homes) and RMs for the commercial elements, alongside discharging of applicable conditions and obligations will come forward at later stages of the delivery programme.
- 4.3 Each Reserved Matters application will seek approval of appearance, scale, layout and landscaping, of the outline consent F/4/20/OUT, granted 14th July 2023. Access has already been approved in full.
- 4.4 Condition 5 (Phasing) and Condition 7 (Design Code) will be discharged prior to or concurrently with the determination of the first Reserved Matters application.

## **5. Planning Policy and the Vision for the Development**

- 5.1 Relevant Arun Local Plan (ALP) and Ford Neighbourhood Plan policies are found within **Appendix D** which set the overarching vision and requirements of the development.
- 5.2 On February 2021, Arun District Council's Planning Committee (as LPA) Planning Committee endorsed 'The Landings' Ford Masterplan July 2021.

## **6. Key Objectives for this PPA**

- 6.1 The aims and objectives of this agreement can be summarised as:
- Clarity
  - Transparency
  - Managing all expectations
  - Giving an indication of timescales
  - Setting out the actions of both the Applicant and the Local Planning Authority (including the engagement with their Elected Members, so far as that does not conflict with an Elected Members duty to avoid bias and/or not to pre-determine any future decision with which they are to be involved)
  - Nothing in this Agreement fetters the Council's statutory powers to grant or refuse planning permission.

## **7. Project Governance**

- 7.1 The PPA Programme is devised to provide a realistic timeframe for responding to the pre-application submissions (incl. development of the Design Code), the Infrastructure Reserved Matters (IRM), RM1South (RM1S) and RM1North (RM1N)

Reserved Matters Applications, and the Discharge of Condition 7 'Design Code' and Cond. 5 'Phasing Plan, plus other applicable conditions or Reserved Matters applications that are included within any extension to the PPA.

- 7.2 The Project Team Terms of Reference is detailed in **Appendix A** and the Project Plan Timetable is detailed in **Appendix B** of this document. The Applicant and Council acknowledge that the timetable may be subject to change which will be kept under review moving forward.

## Project Team

- 7.3 A dedicated project team, comprising of Applicant, ADC and key stakeholders, and clear governance arrangements are required to facilitate this complex proposal and ensure the delivery of a high-quality development.
- 7.4 The project team will provide direction to the delivery of the development. It will provide a forum for the discussion of all technical aspects of the development including but not limited to design, infrastructure, layout, highways and transportation, drainage, ecology, employment, landscaping and heritage.

Principal Name(s)	Discipline	Position and Role	Contact Details
<b>Applicant Team</b>			
David Dodds	Applicant	Regional Land Director	
John Longhorn	Applicant	Planning Manager	
Gardiner Hanson	Planning Agent	Technical Director	
Terry Williams	Masterplanning/ Architecture	Director	
Steven Fisher	Architecture	Managing Director	
David Scane	Communications	Director	
Kevin Markey	Transport	Divisional Director	
Tom Fowler	Landscape	Technical Director	
Matthew Richmond	Drainage	Associate Director	
<b>Arun District Council</b>			
Karl Roberts	ADC	Director of Growth	
David Easton	ADC	Strategic Development Team Leader	
Jessica Riches	ADC	Case Officer	

Paul Cann	ADC	Principal Engineer (Drainage)
Jonathan Best	ADC	Ecology Officer
Sue Howell/ Joe Russell- Wells/ Rachel Anderson	ADC	Leisure, landscape & greenspace Officer
Mark Warwick	ADC	Tree Officer
Martyn White	ADC	Conservation Officer
Fiona Fitzgerald	ADC	Environmental Health Officer

### **Member Involvement**

- 7.5 Relevant ADC Ward Councillors will be openly and appropriately engaged with the development of the project, whilst ensuring that their decision making function is not compromised.

### **External Agencies**

- 7.6 External agencies, such as West Sussex County Council, Environment Agency, Historic England, Natural England and National Highways do not fall within this agreement. The applicant will engage external agencies separately under their own pre-application arrangements, prior to the submission of relevant planning applications. The applicant may approach external agencies as appropriate to engage with the project through attendance at Project Team meetings and through provision of written responses.

### **Community Engagement**

- 7.7 All parties recognise the importance of involving the local community in accordance with the Localism Act 2011. Key community stakeholders will need to be identified, recognised and engaged throughout the project development in accordance with the objectives and framework below:
- Direct engagement with such other non-statutory consultees/ local groups as deemed necessary and most appropriate by Applicant and ADC.
  - ADC will carry out the normal publicity for major applications as set out in the Statement of Community Involvement.
  - To arrange a key members' briefing and Advisory Group meeting for the applicant to present the draft RM schemes at the appropriate pre-submission stage, and where relevant at post-submission stage.

## **8. Supporting Documentation accompanying the Planning Application**

- 8.1 The Applicant and ADC will separately agree the documentation required to be submitted in support of the Discharge of Condition and Reserved Matter applications.

## **9. Consultation Strategy**

- 9.1 The following officers/organisations will be consulted (where relevant) on the Reserved Matters and DoC applications when they are submitted and validated:

- WSCC (Local Development Division)
- WSCC (Lead Local Flood Authority)
- WSCC (Minerals and Waste)
- WSCC (Public Rights of Way)
- WSCC (Local Highway Authority)
- NHS Coastal West Sussex CCG
- National Highways
- Southern Water
- Environment Agency
- Natural England
- Historic England
- Sussex Police
- Network Rail
- Archaeology
- Active Travel England
- Sports England South East
- ADC
  - Housing Strategy
  - Parks and Green Space (including Arboriculturist)
  - Ecology
  - Economic Regeneration
  - Environmental Health
  - Engineers (Flooding, Surface Water Drainage)
  - Conservation Officer
  - Environmental Amenities and Community Safety
- Ford Parish Council
- Ford Community Land Trust

- 9.2 If there is a need to re-consult with a consultee, this will be carried out by ADC within five (5) working days of receipt of the information.

- 9.3 On validation of the application, the application details will be placed on the District Council's website and advertised in the next available printing of the West Sussex Gazette. Site Notices will also be placed at strategic points around the site within seven (7) working days following validation, and prior to the advertisement being published within the West Sussex Gazette.

- 9.4 The applicant will attend the relevant Advisory Group throughout the application process and during the implementation process to ensure that the Parish Councils

and local Members from ADC and WSCC are kept informed and provided with an opportunity to steer the proposals.

## **10. Project Plan**

- 10.1 The timescales for determination of the Application are set out within the Project Plan Timetable in **Appendix B**.
- 10.2 Each Reserved Matter submission is a major application that will have a significant level of input from a number of Council departments and external consultees. There will also be significant public interest. To adhere to this timetable there is a huge onus on the Applicant and their team to be able to provide at the outset all the necessary information to achieve the following dates for determining the applications, as referred to in the Project Plan set out in **Appendix B**:
- 10.3 There is a requirement to respond to both case officer and consultation comments and supply the requested information to the council in a timely manner in order that any further consultations and discussions can be had.
- 10.4 The Applicant should be aware that should any Reserved Matter applications require amendments to the design and detail, the Council may be required to undertake re-consultation. Consultees may also seek clarification which will require their further feedback.

### **Adherence to the Project Plan**

- 10.5 The Councils Case Officer and Applicants' Planning Agent shall agree to make each other aware at the earliest possible opportunity (and no later than two (2) weeks from the milestone date) of any commitments made in the Project Plan that will not be met and the reasons for which that is the case.

### **Changes to the Project Plan**

- 10.6 Where revisions need to be made to the Project Plan, either as a result of the addition of new issues or revisions to existing issues, these shall be agreed (in writing where appropriate) between both the Councils Case Officer and the Applicant's Planning Agent.
- 10.7 The Council reserve the right to postpone the target planning committee date without the agreement of the Applicant, but only if outstanding planning matters have not been addressed. The Council will endeavour to notify the applicant of any postponement as early as possible identifying the planning matter to be addressed.

## **11. Decision Making and Communication**

- 11.1 The primary line of communication should be between the Case Officer at Arun DC and the Applicants Planning Agent. Other team members will continue to work with their counterparts but will also feed in their comments and issues to either the Case Officer or Applicant's Planning Agent.

## Arun District Council's Obligations

### **Pre-application stage**

- To facilitate and arrange pre-application stage meetings in line with the timings and details within the Project Plan at Appendix B
- To ensure (within practicable bounds) that all relevant team members attend each pre-application meeting conversant with the material provided.
- To provide written responses following meetings on key topics, within five (5) working days following the respective meeting. To include or agree in such responses an overall balancing summary from the Planning Officer confirming the priority and importance of issues raised by team members against planning goals and requirements.
- To confirm meeting minutes circulated by the applicant following each meeting and use endeavours to agree such records within five (5) working days following receipt of the draft minutes.
- On request or as part of the first meeting / notes to confirm to the applicant the minimum validation requirements for the applicable Reserved Matters applications.
- To confirm the applicable application fee within five (5) working days of request from the applicant.

### **Submission and determination stage**

- To undertake validation following submission within five (5) working days: Either in the event any application is not valid to confirm reasons, or if valid to confirm registration within this period.
- To issue formal consultations to statutory consultees and key stakeholder within 48 hours of validation of the application.
- To facilitate and arrange a meeting with relevant key internal consultees where required following submission stage.
- Provide a written update within 7 working days of the validation date confirming list of consultees; site notice date; publicity dates and any other relevant information.
- Within 5 working days of the initial consultation deadline, to set up a meeting to discuss key issues and updates on the application.
- Meetings will be attended by the relevant members of the Project Team. The attendees will be agreed no less than five (5) working days in advance through the agreement of an agenda.
- ADC shall respond substantively to all urgent emails, letters and telephone calls within three (3) working days of receipt and, in any event, within five (5) working days of receipt.
- To treat any revised drawings or documentation that are to be formerly registered as part of the application with urgency. Where accompanied by clear instruction by the Applicant as to those drawings or documentation that are to be superseded or supplementary, ADC will endeavour to publish that information on its website within three (3) working days of receipt. The Case Officer will notify the Applicants Planning Agent if there are changes to the timeframe for upload.
- Where circumstances beyond the reasonable control of the Council prevent its compliance with this PPA, it shall in each case notify the Applicant and clarify the timescales for such a response.



- Notify the Applicants on the date of dispatch, prior to any meeting of the ADC Planning Committee at which any report or matter relevant to the development will be discussed and or considered and to provide the Applicant with a copy of any report to the ADC Planning Committee at that time.
- To confirm to the applicant its expectations on the need for and scope of consultation on any revisions issued to it in a timely manner, and to formally consult following receipt within three (3) working days of receipt.
- Provide to the Applicant at least three (3) working days prior to any meeting all substantive and relevant documents which are relevant to that meeting which relate to any relevant action or agenda points identified
- To provide the Applicant within five (5) working days of any meeting the minutes or action points arising from that meeting.
- Where reasonably requested by the Applicant, use all reasonable endeavours to make available, within ten (10) working days, an officer with the appropriate level of authority and relevant experience to attend meetings with external third parties.
- Examine the application at the earliest opportunity following the submission and to promptly advise the Applicant's Planning Agent of any matter on which further clarification or information is required.
- Provide the Applicant's Planning Agent directly via email within two (2) working days of receipt and make available on the Council's website, in a timely fashion, the responses received from internal local authority consultees and from statutory undertakers and other statutory consultees, so that matters can be addressed by the Applicant at the earliest opportunity. To the extent that it is considered appropriate to do so, officers will draw the agent's attention to any matters arising from third party consultation.
- The Applicant and Council accepts that land ownership issues are separate from the Planning Process and that the lack of an Agreement in place between the parties concerning the leasing of the land and/or other property ownership matters shall not prejudice nor fetter the application in any way.

### Applicants' Obligations

The Applicant agrees:

- To ensure (within practicable bounds) that all relevant team members attend each pre-application meeting conversant with the material provided.
- To use their reasonable endeavours to address any concerns raised by any statutory consultee prior to the submission of the application to ADC.
- Not to submit the application unless it is accompanied by the agreed planning application documents.
- To provide ADC with such additional information, if reasonable, as may be requested within ten (10) working days of such written request from ADC (or such other time period as may be agreed).
- To provide a clear document/plans schedule to ADC to accompany any formal submission, detailing which plans/documents supersede which existing plans/documents.
- To provide to ADC at least five (5) full working days prior to any meeting all substantive and relevant documents which are relevant to that meeting and which relate to any relevant action points or agenda identified.

- To provide to ADC within five (5) working days of any meeting the minutes or action points arising from that meeting.
- To respond substantively to all emails, letters and telephone calls within (5) working days of receipt. Where circumstances beyond the reasonable control of the Applicant prevent its compliance with the PPA, the Applicant shall in each case notify the Council and clarify the timescales for such a response.

## 12. Term

- 12.1 This PPA will apply from the date this agreement is signed and shall remain in force until 30<sup>th</sup> October 2024 (or such extension of this term as agreed in writing by both parties and in accordance with the terms of this agreement) or the last submitted RM application Decision Date (being the date a planning decision is issued by the Council on the planning application) whichever is the earlier and upon the expiry of such period this PPA shall cease.
- 12.2 The resourcing agreed within this PPA is effective for the same period unless provision is made by agreement in writing from all parties to extend resourcing as required.
- 12.3 Should the Applicant submit an appeal under Section 78 of the Town and Country Planning Act 1990 in relation to the planning application (for whatever reason), this PPA shall automatically terminate, but such termination will not automatically be deemed to constitute a departure by the parties of this PPA from the principles contained within this agreement.
- 12.4 If the Council or Applicant considers that the principles and intentions of this PPA are not being followed, it will draw this to the attention of the other parties. The other parties will then have a period of not less than 10 working days (and no more than 15 working days) within which to comment on and / or address the concerns.
- 12.5 In the event that there is a material failure by any of the parties to comply with the terms of this PPA, the other parties may terminate the agreement immediately upon the giving of written notice to this effect to the party in breach, provided always the breach is within the control of the party that is in breach and is capable of being remedied.
- 12.6 All parties to this PPA are committed to collaborative working and to using all reasonable endeavours to carry out the tasks outlined in this agreement within the timetable identified. However, for the avoidance of doubt, this PPA is not legally binding.
- 12.7 Subject to agreement by both parties in writing, an extension to the PPA Project Plan shall be agreed in relation to determining Discharge of Condition applications, Discharge of Obligation applications, and the remaining Reserved Matters submissions, and any other matters that have not been stated within this agreement.
- 12.8 Subject to agreement in advance by both parties, any additional meetings or required resource from ADC required to meet the Project Plan Timetable in **Appendix B**, will

be charged at hourly rates based on the ADC Charge Out Rates Schedule in Appendix C.

### 13. Costs

- 13.1 In consideration of this agreement and without prejudice to the statutory requirements, the applicant agrees to the principle of making a Financial Contribution to the Council to assist the Council in resourcing the Project Plan. (PLUS VAT) DD
- 13.2 The Applicant will make a total Financial Contribution of £33,600.00<sub>X</sub> which will be paid on signing of the agreement.
- 13.3 The Financial Contribution includes the costs associated with dedicated resource of the Case Officer for up to 2 x days per week (15 hours per week at £70/hour) to cover the pre-application stage and post-submission stages (est. Mar - Oct), through to determination of the Cond. 5 (Phasing Plan), Cond. 7 (Design Code), IRM, and RM1N, RM1S applications.
- 13.4 Unless otherwise agreed in advance by both parties, one of the Case Officer's two (2) dedicated days per week (7.5 hours) shall be ringfenced for resourcing the Project Plan, with the specific day of each week to be agreed between both parties in advance. The remaining one (1) day per week (7.5 hours) shall remain flexible across each week, with the Case Officer allocating time as needed for up to 15 hours per week total.
- 13.5 Should the Applicant and the Council agree to utilise this Agreement beyond the end of October 2024 to allow for the extension of the project program, and the submission of other applications such as discharging of phase specific Discharge of Condition applications, the Applicant and the Council will agree those costs in writing to cover the additional matters and extension to the PPA. The fee will be based upon the Council's Charge Out Rates at Appendix C.
- 13.6 The Financial Contribution includes fees associated with pre-application meetings with ADC, but does not include any applicable pre-application meeting fees associated with any external consultee body (i.e. West Sussex County Council). These fees are in addition to the application fees payable under the Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) (England) Regulations 2008.
- 13.7 The Financial Contribution excludes the cost of a third-party design consultant, which will be commissioned directly by the Applicant on behalf of the council. The design consultant used will be approved in writing by the council, and subsequently instructed to undertake all correspondence directly with the council. The design consultant role will be to provide efficient and timely advice at the pre-application stage and throughout the determination of the application to discharge Condition 5 (Phasing), Condition 7 (Design Code) and the Reserved Matters applications in parallel.
- 13.8 The Financial Contribution excludes the cost of a third-party drainage consultant, which will be commissioned directly by the Applicant on behalf of the council. The

drainage consultant used will be approved in writing by the council, and subsequently instructed to undertake all correspondence directly with the council. The drainage consultant role will be to provide efficient and timely advice at the pre-application stage and throughout the determination of the Reserved Matters applications in parallel.

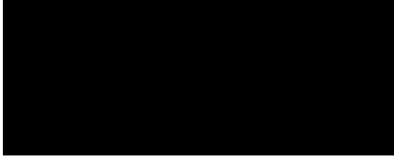
#### **14. Good Faith**

- 14.1 Both parties enter into this Agreement in the spirit of good faith and with the intention of working together in partnership to secure the desired result of facilitating this planning application for the proposed development.
- 14.2 All parties to this PPA shall work jointly in complying with their respective obligations under this agreement.

**Acceptance of Planning Performance Agreement**

**Signatories**

Applicant



...21/03/2024..... For APPLICANT

Local Planning Authority

.....21/03/2024..... For Arun District Council

**Acceptance of principle for payment of post permission monitoring fee**

Applicant



..... For APPLICANT

## **Appendix A: Project Team Terms of Reference**

### **The role of the team:**

- To manage the implementation of the PPA, oversee the direction and progress of the application.
- Commit resources and make key decisions on the project (where within its power to do so).
- Resolve any blockages and issues in the determination/ planning process, should they occur.
- Approve any changes to the PPA including Project Plan and timescales.
- Monitor progress against key milestones.
- Ensure an effective flow of information between all parties and the statutory consultees and key stakeholders, including elected Members.
- Identifying and evaluating risks to project delivery, identifying actions to reduce risks
- Act as a decision-making body with regard to technical issues – meetings will be focused on specific topics.
- Facilitate the cohesive development of the proposal, through promoting effective communication between all technical disciplines, to ensure the development proposals progress in accordance with the PPA.
- Use all reasonable endeavours to prevail upon all third parties, stakeholders and consultees to respond within a timescale that does not compromise nor prejudice the timescale or the progress of this application.

### **Timing and location of meetings**

Pre-App Meetings will be held in-person at Arun District Council's offices, unless otherwise agreed by both parties.

The following proposed (relative) timings are suggested in respect of completing key stages, as shown in the enclosed timetable:

### **ADC response milestones, following formal issuing of documents by Applicant:**

- Technical Appraisal, Layout comments – within 3 weeks
- Initial draft Design Code Structure, Topic Areas and Level of Detail – within 1 week
- Further to receipt of advanced draft Design Code to provide final comments – within 3 weeks.

### **Determination Period (dates are post-validation):**

- Agreement of consultation response dates with internal consultees (2 weeks).
- Receipt of internal consultee responses (4 weeks).
- Complete review of any amendments to S106 / DOV arrangements (4 weeks).
- Issue draft conditions to applicant for review (3 months).
- Target referral to planning committee (5 months).
- Planning Application determination (6 months).

### **Confidentiality**

Outcomes of the Project Team meeting will be made available on ADC website where relevant and only if agreed by both parties. However, the minutes of the meetings will be confidential.

## Appendix B: Project Plan Timetable (Final dates to be agreed w ADC/applicant)

	Month 4 January	Month 5 February	Month 6 March	Month 7 April	Month 8 May	Month 9 June	Month 10 July	Month 11 August	Month 12 September	Month 13 October	Month 14 November	Month 15 December	Month 16 January	Month 17 February
<b>Project Management tasks (led by TDR)</b>														
Initiation Meeting														
Set up LPA consultation meeting														
Appointment of design / planning team														
Appointment of wider team														
Design team meetings ( fortnightly ) - TBD														
Introductory meeting with ADC														
Submit draft PPA/DC to ADC														
Agree final version of PPA														
<b>Design tasks (led by TDR)</b>														
Design team meetings ( fortnightly ) - TBD														
Appointment and programme														
Stage 1 Develop constraints, masterplan, proving layout and schedule														
Stage 1 Design Code														
DC Workshop 1 - Vision / Character Analysis														
ADC - Pre-App Response														
DC Workshop 2 - Edge Analysis / Character Analysis														
ADC - Pre-App Response														
WSDC (Workshop) - Street Typology / Planning - Pre-App 1														
Design Code - Public Engagement (Effective)														
DC Workshop 3 - Layout / Local Centres / Housing Typology / Landscapes / Green Spaces														
ADC - Pre-App Response														
DC Workshop 4 - Final Review														
ADC - Pre-App Response														
Final constraints, masterplan and initial draft DC														
DC submission to ADC														
Post-Submission Review														
Target DC Determination														
Stage 2 RM1119 Develop layout														
Stage 3 RM1119 Develop layout														
Drawings														
Design Review														
Draft residential RM1119 for client														
Finalisation of residential RM1119														
<b>Planning tasks (led by TDR)</b>														
<b>Infrastructure RM1</b>														
ADC Pre-App 1 - Scoping Initial Drainage / Utilities / Transport Strategy														
ADC - Pre-App Response														
WSDC/ADC (Drainage / Highways) / Highways England Pre-App 1 - Scoping														
WSDC - Pre-App Response														
ADC Pre-App 2 - Initial Layout/Detailed Design														
ADC - Pre-App Response														
ADC Pre-App 3 - Detailed Layout/Detailed Design														
WSDC/ADC (Drainage / Highways) Pre-App 3 - Detailed Technical Design														
WSDC - Pre-App Response														
Pre-App 4 - Final Review / Pre-Submission / Sign-off														
WSDC/ADC (Drainage / Highways) Pre-App 4 - Pre-Submission / Sign-off														
ADC - Pre-App Response														
Deadline for RM1 draft reports														
Submit RM1 application														
DC submission to ADC														
Target DC Determination														
Post-Submission Review														
Target DC Determination														
<b>RM1119 (residential) / RM119 (residential) / RM119 (residential)</b>														
ADC Pre-App 1 - Scoping RM1119, RM119, RM119														
WSDC/ADC (Drainage / Highways) / Highways England Pre-App 1 - Scoping														
WSDC/ADC - Pre-App Response														
ADC Pre-App 2 - Access, Parking, Layout, Typology, Landscapes														
ADC - Pre-App Response														
ADC Pre-App 3 - Design, Floorplans, Residential Quality, Affordable Housing & Green Spaces														
Detailed Technical Design (Transport, Drainage, Utilities, Drainage, Roads, Energy)														
ADC - Pre-App Response														
ADC Pre-App 4 - Detailed Design / Pre-Submission / Sign-off														
WSDC/ADC (Drainage / Highways) / Highways England Pre-App 4 - Detailed Technical Design (Transport, Drainage, Utilities, Drainage, Roads, Energy)														
WSDC - Pre-App Response														
Deadline for RM1119 draft reports														
Submit RM1119 application														
Target DC Determination														
Post-Submission Review														
Target RM1119 Determination														
<b>Engagement tasks (led by ADC/Highways)</b>														
First Parish Council Meeting (kick-off / programme)														
Working Group Meeting 1 (Info / scope / programme)														
Community Round Table - Design Code (2-day event)														
Working Group Meeting 2 (Status of Round table / DC Review)														
ADC Advisory Group Meeting 1 (Design Code)														
Public Exhibition (RM Submissions)														
Working Group Meeting 3 (Public Exhibition / RM)														
ADC Advisory Group Meeting 2 (RM Submissions)														
Working Group Meeting 4 (RM1119 / RM119 - Pre Submission)														
Circular draft SC														
ADC Advisory Group Meeting 3 (Pre-Submission)														
Working Group Meeting 5 (Post Submission)														
Working Group Meeting 6 (TBC)														
Working Group Meeting 7 (TBC)														
ADC Advisory Group Meeting 4 (Pre-Submission)														
Working Group Meeting 8 (TBC)														



### Appendix C: ADC Charge Out Rates Schedule

(PLUS VAT) DD.

Any additional meetings required will be charged at a rate of £70 per hour.  
A

## Appendix D: Planning Policies

### Arun District Council Local Plan

Arun District Council (as LPA) has set out the following requirements for the allocation through Policy H SP2 of the ALP:

"Development proposals in the Ford Strategic Allocation will provide at least 1,500 dwellings over the plan period. The site is functionally connected to Arun Valley SPA and development should avoid adverse effects on this designated area. Development proposals must demonstrate compliance with the following key design and infrastructure requirements which are specific to the allocation:

- a. To take into account of sustainable links for all modes of transport between the development, Ford Railway Station and the Littlehampton/ Arundel Cycleway,
- b. Provide a new two-form entry primary school and nursery placed,
- c. Provide a Community Hub to meet identified local need which includes
  - a. New retail, commercial and community facilities,
  - b. A new tier 7 library facility, and
  - c. Provision of new healthcare facilities for Ford (SD8\_\_, Yapton (SD7) and Climping (SD10. Alternatively, where appropriate, proposals may make a contribution towards new facilities or the improvement or expansion of the relevant existing facilities, subject to agreement with the Council,
- d. Incorporate two new sports pitches and changing facilities,
- e. Provide a new 3G pitch facility to serve the east of the district,
- f. Improvement to the A259 between Climping and Littlehampton,
- g. Incorporate planned new employment provision,
- h. Reflect the historic alignment of the canal,
- i. Maintain visual separation between Ford and Yapton and between Climping and Ford through the layout to the development and provision of landscaped open space; and
- j. Take into account the siting of Ford Waster Water Treatment Works, including the outcomes of a an odour assessment, and not prejudice the operation of or the expansion of the treatment plant as required to accommodate future growth in the District.

The relevant Development Management policies within the ALP which are relevant are as follows:

AHSP2	Affordable Housing
DDM1	Aspects of form and design quality
DDM2	Internal Space Standards
DSP1	Design
ECCSP1	Adapting to Climate Change
ECCSP2	Energy and climate change mitigation
EMPSP1	Strategic Economic Growth
ENVDM1	Designated Sites of Biodiversity or geographical imp
ENVDM4	Protection of trees
ENVDM5	Development and biodiversity

ENVSP1	Natural Environment
GI SP1	Green Infrastructure and Development
HDM1	Housing mix
HDM2	Independent living and care homes
HERDM1	Listed Buildings
HERDM2	Locally Listed Buildings or Structures of Character
HERDM3	Conservation Areas
HERDM5	Remnants of the Portsmouth and Arundel Canal
HERDM6	Sites of Archaeological Interest
HERSP1	The Historic Environment
HSP1	Housing allocation the housing requirement
HSP2	Strategic Site Allocations
HSP2C	Inland Arun
HWBSP1	Health and Wellbeing
INFSP1	Infrastructure provision and implementation
INFSP2	New Secondary School
LANDM1	Protection of landscape character
OSRDM1	Open Space, Sport & Recreation
OSRSP1	Allotments
QEDM1	Noise Pollution
QEDM2	Light pollution
QEDM3	Air Pollution
QEDM4	Contaminated Land
QESP1	Quality of the Environment
SDSP1	Sustainable Development
SDSP1A	Strategic Approach
SDSP2	Built-up Area Boundary
SKILLSSP1	Employment and Skills
SODM1	Soils
TELSP1	Strategic Delivery of Telecommunications infrastructure
TDM1	Sustainable Travel and Public Rights of Way
TDM2	Public Parking
TSP1	Transport and Development
TSP2	Littlehampton to Arundel Green Link
TSP3	Safeguarding to Main Road Network
WDM1	Water supply and quality
WDM2	Flood Risk
WDM3	Sustainable Urban Drainage Systems
WMDM1	Waste Management
WSP1	Water

### **Made Ford Neighbourhood Plan 2019 (FNP)**

SP1	Spatial Plan for the Parish
SA1	Ford Airfield Site Allocation
EH1	Protection of trees and hedgerows
EH4	Surface Water Management
EH8	Light Pollution
EE4	Support for new commercial uses
EE6	Communications Infrastructure

EE7	Sustainable Commercial Buildings
EE10	Quality of Design of Commercial Buildings
H1	Quality of Design
H2	Housing Mix
H4	Recreational Space
H6	Integration of New Housing
GA1	Footpath and cycle path network
GA2	Parking and new development
GA3	Streets and access ways to serve new development