

A neighbourhood plan For Burgess Hill

Burgess Hill
Neighbourhood Plan
2015-2035

**EVIDENCE BASE
SUMMARY
DOCUMENT**

January 2015





BURGESS HILL NEIGHBOURHOOD PLAN

Burgess Hill Town Council

EVIDENCE BASE SUMMARY DOCUMENT

Submission

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1. INTRODUCTION

Neighbourhood planning is a new way for communities to decide the future of the places in which they live and work. It empowers the community to shape the development and growth of a local area and enables local people to consider policies on a wide range of issues. They form part of the statutory development plan framework and must be taken into account when assessing planning applications. The basis for the new form of local planning is set within the Localism Act 2011 and the National Planning Policy Framework 2012 (NPPF).

The ambitions of a neighbourhood plan should be in line with the strategic needs and priorities of the wider local area. They must be in general conformity with the strategic policies of the Local Plan (the adopted Mid Sussex Local Plan 2004 in this case). At the time of producing the Pre-Submission Neighbourhood Plan, the Mid Sussex District Plan 2013 had been submitted to the Secretary of State. On the advice of the Inspector, the District Plan was formally withdrawn on 27th May 2014¹.

¹ The Council has produced a new timetable for the District Plan with a consultation on the revised draft District Plan in November 2014 – January 2015. As the Plan is withdrawn, the Neighbourhood Plan will not reference any specific policies. However, it will note where appropriate and relevant, any policies within the withdrawn Plan that refer to Burgess Hill or policy areas that are unlikely to change in the revised draft currently being produced [January 2015]. Details can be found here: <http://www.midsussex.gov.uk/8264.htm>

The Burgess Hill Neighbourhood Plan

The Burgess Hill Neighbourhood Plan covers the built up area of the town, encompassing a total of 6 wards. This is the first Neighbourhood Plan for the town and the boundary of the plan is shown below:



Map 1 Neighbourhood Plan boundary

There is a large amount of background information that underpins the Burgess Hill Neighbourhood Plan and this document summarises the 'Evidence Base' in support of the Plan. The main documents referred to are listed in **Appendix A** with information on where they can be accessed and/or downloaded.

This document is divided into four sections:

About Burgess Hill. This sets out a baseline pen picture of the town today as well as a summary of the history and growth of the town.

Planning Policies. This provides the planning policy framework for the Neighbourhood Plan and refers to the back ground evidence underpinning the withdrawn District Plan and how the Neighbourhood Plan fits within the planning policy structure.

Background Evidence. This section looks at the key documents that support the policies in the Neighbourhood Plan. These documents are considered to be the most important evidence base for the Plan.

ABOUT BURGESS HILL

2. BASELINE CHARACTERISTICS

This section provides a background to the characteristics of Burgess Hill and a general outline of the main issues and challenges to be addressed across the town. It is important to understand the issues affecting the town today in order to produce a Neighbourhood Plan that seeks to address the needs of the town and allows it to grow and develop sustainably for future generations. Baseline information on the current economic, environmental and social characteristics of Mid Sussex and Burgess Hill are set out below.

General background

Burgess Hill is within Mid Sussex District, which is located between Crawley and Brighton, in the County of West Sussex. Burgess Hill is one of the 3 main towns in the District alongside East Grinstead and Haywards Heath. The town has a population of 30,109 (2011 census).

Economic Characteristics of Burgess Hill

Burgess Hill is well connected to the strategic road and rail networks between London and the south coast. Gatwick Airport is close proximity. This strategic position has meant the District has been a magnet for growth resulting in a healthy and vibrant economy.

Burgess Hill is an important employment centre with a concentration of high tech companies in computing, telecommunications, simulation industry and pharmaceuticals. There are also some significant national and international based companies in the town including Roche Diagnostics, Time 24, CAE (UK) Ltd, ICON Live, Edwards, Servecorp, Rockwell Collins and HPC Engineering.

The main employment areas are the Victoria Business Park and Sheddingdean Business Park. The Victoria Business Park is the second largest employment location in the sub-region after Manor Royal in Crawley. There are about 300 companies located on the business parks around Burgess Hill. These employ around 8,000 people, occupy over 1.8 million sq ft of premises, generate an estimated annual turnover of £2billion and pay business rates in excess of £5million².

In September 2012, the economic activity rate was 81.3% amongst Mid Sussex District's working age residents³. The unemployment rate in Mid Sussex (3.8%), lower than both West

² Burgess Hill Business Park Association <http://www.bhbpa.co.uk/>

³ West Sussex Economic Factsheet April 2013 <http://www.businesswestsussex.co.uk/193-reports.html>

Sussex (4.6%)⁴. Residents in Mid Sussex are more likely to work in higher level occupations. By contrast, Mid Sussex workers are more likely than residents to be employed in lower level occupations. This suggests that many of the district's residents commute out of the District to higher level jobs, whilst many local residents are employed in lower level occupations.

Environmental Characteristics of Burgess Hill

Within the Neighbourhood Plan area, there are no Sites of Special Scientific Interest (SSSI) in Burgess Hill however one (Ditchling Common) is adjacent to the built up area boundary on the eastern side of the town. There are 3 Sites of Nature Conservation Importance (SNCl)s and 1 Local Nature Reserve (LNR). There are no Special Protection Areas (SPAs), Special Areas of Conservation (SAC) or Ramsar sites within the District. Ancient Woodland is an important ecological resource within the District. There are 5.92 hectares within the built up area boundary. The District Council manages the complex of important ancient, coppiced woodlands and meadows in the Bedelands Farm Local Nature Reserve (LNR) north of Burgess Hill.

There are 3 Conservation Areas within Burgess Hill, which are defined as "areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance". There are 11 listed buildings within the town.

In general, air quality in Mid Sussex is good and this is the case for Burgess Hill. The Environment Act 1995 requires Local Authorities to assess air quality and establish Air Quality Management Areas to ensure air quality problems are dealt with. Under this Act, a wide range of pollutants are monitored. There is only one Air Quality Management Area within Mid Sussex, at Stonepound Crossroads, Hassocks.

As part of the production of the withdrawn District Plan, a Strategic Flood Risk Assessment (SFRA) 2008 has been completed which identifies all areas at risk from flooding and informs the policies of the District Plan. It states that tributaries of the River Adur lie immediately to the north of the built up area boundary of the town, to the west and south west of the town and also through the eastern part of the town. It also states that the Worlds End area of Burgess Hill (north east part of the town) suffers from localised flooding problems resulting from overland flow and surcharging sewers during periods of heavy rainfall. For developments within these areas, a Flood Risk Assessment (FRA) will be required.

⁴ West Sussex Economic Factsheet April 2013

The boundary of the South Downs National Park lies to the south of the Burgess Hill built up area boundary of Franklands ward.

Social Characteristics of Burgess Hill

Mid Sussex and indeed Burgess Hill is not a deprived area when measured against national statistics. The Indices of Deprivation 2010 places Mid Sussex 315th out of 326 local authorities (where 1 is the most deprived)⁵. However, this headline statistic masks some very local issues and several communities in Burgess Hill find it difficult to access the benefits enjoyed by others.

Over the past decade house prices in Mid Sussex have increased rapidly but have seen a recent decline. The average price of a house in April – June 2013 was £291,998. This is -9.2% quarterly change and a -0.4% annual change)⁶. However, this is still one of highest of all the Districts in West Sussex (Horsham and Chichester are higher) and above the County and South East averages. Average house prices are 10.1 times the annual gross full time earnings of people who are living in the District and 11.1 times the earnings of people who work in Mid Sussex. These averages for Mid Sussex are useful indicators to the housing market in Burgess Hill. Strategic objective 1 of the refreshed Mid Sussex District Housing Strategy 2012-2014 is to address the shortage of affordable housing in the District. This includes through new built and making better use of existing stock.

The housing offer in Mid Sussex is dominated by private sector ownership (80%), hence there are low levels of social housing (10%) and private renting (10%). The housing offer is focused towards larger (four or more bedrooms) detached and semidetached housing. This pattern is illustrated clearly in Burgess Hill and the other towns where detached and semi-detached housing make up over 60% of the housing stock⁷.

Overall the health of Mid Sussex District residents is good. Life expectancy is 78 for men and 81.4 for women, which is similar to the rest of West Sussex. Mid Sussex (and Burgess Hill) has an aging population and it is expected that this trend will continue in future years. According to West Sussex County Council projections more than half (55%) of the increase in population over the next 20 years is expected to be amongst people who are aged 65+ years.

⁵ <http://www.midsussex.gov.uk/8384.htm>

⁶ These figures were accessed from the BBC website in October 2013. The BBC no longer provides house price tracker information.

⁷ Strategic Housing Market for Mid Sussex - <http://www.midsussex.gov.uk/7672.htm?pageid=3641>

Mid Sussex District is considered to contain a high quality environment and is a popular place to live. However the Mid Sussex PPG17 Assessment of Open Space⁸ considers that the District-wide priority for enhancing greenspaces needs to be focussed on Burgess Hill. Overall, provision here has the lowest quality and value amongst the three towns in Mid Sussex.

⁸ <http://www.midsussex.gov.uk/8303.htm>

3. HISTORY AND GROWTH

Understanding the history and growth of Burgess Hill provides a useful background summary of the town and sets the scene for the future of the town. The Neighbourhood Plan can play a role in preventing the loss of some of the historical character and heritage features of the town. This section also sets out the growth of the town over the last 20 years and how this benefited the town and its ability to modernise and move forward to create the existing town of high high-tech businesses, commercial centre and rapid communication links.

The actual origins of Burgess Hill are hard to piece together from existing records. The Romans passed through the town (evidenced by traces of a Roman Road which ran in a vaguely northerly direction cutting up from the present Queen Elizabeth Avenue through St. John's Park), but apparently didn't stop for any length of time. There were certainly local ancient settlements such as Clayton and Ditchling, detailed in the Domesday Book, which probably saw little change in their farming way of life from the post-Roman Saxon period to Tudor times⁹.

The actual name of Burgess Hill seems to link to the 'Burgeys' family who made their way into tax records in the late 13th and early 14th centuries. A farm known as Burgeshill Land in the 16th century is now the site of Oakmeeds School and the Chanctonbury estate. Some buildings from this era still remain, such as Walnut Tree Cottages on Fairplace Hill.

Until the nineteenth century, the location of present day Burgess Hill was known as St John's Common and was used for grazing animals. The town began to evolve slowly through the 1600s and 1700s mainly on the back of the flourishing brick and tile industry and livestock trading.

The real impetus for change, however, was the coming of the railway: the London to Brighton line, which opened in 1841 and between 1850 and 1880 the Burgess Hill grew from a rural settlement to a town of 4,500 residents.

By the dawn of the 20th century, the livestock trading business had all but left the Burgess Hill area, but the town continued to grow up until the outbreak of World War II. However, it was in the post-war years that the town saw its greatest expansion. The town almost doubled from 7,000 residents to 14,000 between 1951 and 1961, earning Burgess Hill the title of fastest

⁹ http://www.burgesshill.gov.uk/sites/www.burgesshill.gov.uk/files/BH_Walks.pdf

growing town in the south-east. By 1956, the Victoria Industrial Estate was completed, and has since expanded. Much of Burgess Hill's residential housing also dates from this era.

The Martlets Shopping Centre was developed in the early 1970s, followed by the Sheddingdean Industrial Estate to the north of the town in the 1980s. The 1990s saw further development in the town centre with the opening of the Market Place shopping centre. In addition to this, the town saw a large wave of expansion to the west with the introduction of several thousand new homes. This housing did, however, bring with it many benefits including:

- Triangle Leisure Centre
- Land for St Paul's College
- Jane Murray Way
- A2300 link to the strategic road network
- Green Crescent
- A local centre at Sussex Way
- Extension to the Victoria Business Park.

At the start of the 21st Century new plans for the town centre were being put forward in a masterplan. This included plans to create a new market square, additional retail floorspace, new civic buildings and a better public realm. However, the recession of 2008-2009 had a major effect on these plans, culminating in Mid Sussex District Council's development partner going into administration in 2010¹⁰.

Until the Town Wide Strategy was produced in 2011, Burgess Hill was left with a vision and masterplan for its future, but as yet no delivery vehicle, adopted policy guidance or action plan to implement them and bring to fruition. The Town Wide Strategy provided the strategic vision for the Town for the next 20 years and is now a key evidence base document to the Submission District Plan and Neighbourhood Plan.

¹⁰ Extracts from Burgess Hill Town Wide Strategy 2011

4. VISION FOR THE FUTURE

The Vision for the Neighbourhood Plan is:

In 2034, Burgess Hill will be a fully sustainable 21st century town, focused around a vibrant town centre; where the existing and future population can enjoy a range of community facilities and high quality green space for play and recreation.

It will be a town that empowers its community to be involved in its future.

The Neighbourhood Plan sets out a wide range of policies that address significant issues which have been developed in consultation with the local community. Details of the consultation with the community are set out in the Consultation Statement which accompanies the Neighbourhood Plan. The Plan is also accompanied by a Sustainability Appraisal and an Evidence Base document. The Plan has also been the subject of a Screening Exercise by Mid Sussex District Council to assess whether it has a significant effect on the protected characteristics of Ashdown Forest.

The Plan has taken on board the feedback from the community. The key messages are:

The Neighbourhood Plan must address the needs and wishes of the local community.

The Plan must only provide for new development where and when this is needed in order to:

- **Fund and support new community facilities and benefits.**
- **Improve the health and wellbeing of local people.**
- **Create new jobs for local people.**
- **Enhance the natural and historic environment.**
- **Improve education facilities.**
- **Improve the town centre.**
- **Improve leisure/recreation provision and facilities.**

The Neighbourhood Plan will resist and prevent further development in the town on green space.

The Neighbourhood Plan must support the protection of the countryside beyond the built up area boundary as shown on the Local Plan Proposals Map (particularly to the south and south-east of the town)¹¹.

The Plan must take into account the Burgess Hill Town Wide Strategy.

The details below contain a summary of the ‘visions’ contained within a number of supporting documents:

Burgess Hill Town Wide Strategy

Both the Neighbourhood Plan and the Burgess Hill Town Wide Strategy have been the subject of community consultation events. The common thread and feedback from the community during the Town Wide Strategy consultation was that Burgess Hill should be:

- a fully sustainable 21st century town focussed around a high quality, vibrant and accessible town centre;
- a town that’s existing and future population is supported by the necessary community facilities, employment opportunities and access to green open space; and,
- a town that functions efficiently and is underpinned by a state of the art transport network and modern supporting infrastructure.

To achieve the above vision, it is considered in the Town Wide Strategy that the town needs:

- a better town centre with a greater range of shops and a more attractive pedestrian environment;
- improved public transport, walking and cycling links as well as better roads;
- new and improved community and cultural facilities;
- additional high quality and suitably located business park development; and
- new, improved and well connected sports, recreation and open space in and around Burgess Hill.

¹¹ Whilst the Local Plan is the development plan for Mid Sussex, the proposals map is out of date as it does not include the approved strategic development at Land East of Kings Way to the east of the town. In addition, the withdrawn Submission District Plan includes strategic development to the north of the town. Taking these into account, the Neighbourhood Plan supports the protection of the countryside beyond the built up area boundary.

Local Plan 2004

The Local Plan does not contain a Vision but includes a number of aims as follows:

- The Protection and Improvement of the Environment
- Design and Impact of Development
- The Location of Residential Development
- Infrastructure
- Transport
- Provision for Business Development
- Town Centres
- Leisure and Community Facilities

Withdrawn District Plan

The Vision within the withdrawn District Plan is based on the 'Mid Sussex Sustainable Communities Strategy' (originally published in 2008 and refreshed in 2012):

“A thriving and attractive District, a desirable place to live, work and visit. Our aim is to maintain, and where possible, improve the social, economic and environmental well being of our District and the quality of life for all, now and in the future.”

The vision is underpinned by four priority themes that promote the development of sustainable communities:

- Protecting and enhancing the environment;
- Promoting economic vitality;
- Ensuring cohesive and safe communities; and,
- Supporting healthy lifestyles.

Neighbourhood Plan Core Objectives

The following is a list of the Neighbourhood Plan Core Objectives:

CO 1. Promote sustainable and well designed development in the right location taking into account the character and amenity of the local area. Preserve and enhance existing residential neighbourhoods.
CO 2. To promote Burgess Hill as a place for businesses to locate to and where existing business can thrive and to enable local people to live and work within the town.
CO 3. Ensure that all sections of the community in Burgess Hill have appropriate access to community/medical services including retail, formal and informal recreational space and leisure facilities
CO 4. Protect the loss and encourage the re-use of historic and significant buildings or assets of community value. Protect the amenities of existing residential areas/neighbourhoods.
CO 5. Protect and improve areas of existing landscape value and open space identified by local communities.
CO 6. Promote new open space areas and green infrastructure opportunities especially where there are deficiencies and encourage new opportunities to protect and enhance biodiversity as part of proposed developments.
CO 7. Promote the vitality and vibrancy of Burgess Hill town centre and enhance the accessibility and public realm within the town centre.
CO 8. Resist the loss of existing retail units in neighbourhoods where identified important by local communities.
CO 9. Ensure adequate parking is provided for all new development.
CO10. Promote use of public/community transport and walking and cycling around the town.
CO11. Promote the aspiration that all new residential and commercial developments will be carbon free by supporting the efficient use of natural resources and sustainable design solutions.

PLANNING POLICY

5. INTRODUCTION

This section sets out the planning policy framework for the Burgess Hill Neighbourhood Plan taking into account national advice and the local policy documents relevant to Mid Sussex and Burgess Hill.

The basis for Neighbourhood Plan, a new form of local planning, is set within the Localism Act 2011 and the National Planning Policy Framework (NPPF) 2012.

Neighbourhood plans have to meet a number of conditions before they can be put to a community referendum and legally come into force. These conditions are to ensure plans are legally compliant and take account of wider policy considerations (e.g. national policy). Conditions are:

1. They must have regard to national planning policy.
2. They must be in general conformity with strategic policies in the development plan for the local area¹².
3. They must be compatible with EU obligations and human rights requirements.

Neighbourhood plans should reflect the Local/District Plan policies and neighbourhoods should plan positively to support them and they should not promote less development than set out in the Local Plan or undermine its strategic policies. Outside these strategic elements, neighbourhood plans will be able to shape and direct sustainable development in their area¹³

There are some 148 policies within the Local Plan 2004 with only 14 of these not being saved following the 2007 letter from the Government of the South East (GOSE)¹⁴. The NPPF states in Annex 1 that from 12 months from the day of publication [March 2012], full weight can be given to relevant policies adopted in Local Plans since 2004. Following this 12 month period, due weight should be given to relevant policies according to their degree of consistency with the NPPF.

In the absence of any information from Mid Sussex District Council on the extent to which the Local Plan policies are consistent with the NPPF (paragraph 215 of Annex 1 refers) and/or an indication as to which policies it regards as being of strategic level (paragraph 184

¹² As stated on page 4 - this is the adopted Mid Sussex Local Plan 2004.

¹³ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

¹⁴ The letter plus the list of saved policies can be found at <http://www.midsussex.gov.uk/media/MSDCLocalPlandirectionletter.pdf>

refers), the Town Council has provided a list of the policies it considers the Neighbourhood Plan should be assessed against.

The table attached at **Appendix B** lists those policies within the Local Plan that are considered to be strategic and/or relate to Burgess Hill. The Table compares the Neighbourhood Plan policies with the strategic policies in the Local Plan and takes into account the NPPF. This provides an overall summary of how the Neighbourhood Plan is in general conformity with the local area development plan and thus meets the basic legal conditions.

6. NATIONAL PLANNING POLICY

The key relevant national planning policy document is the National Planning Policy Framework (NPPF) 2012. This sets out the Government's planning policies for England and how these are expected to be applied. It replaces up to 25 individual planning policy guidance notes and statement produced by previous governments.

The NPPF states that in planning law, applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. At the heart of the Framework is a **presumption in favour of sustainable development**, which should be seen as a golden thread running through both plan-making and decision-taking. All plans should be based upon and reflect the presumption in favour of sustainable development, with clear policies that will guide how the presumption should be applied locally.

For neighbourhood plans, this presumption effectively means that neighbourhoods should:

- develop plans that support the strategic development needs set out in Local Plans, including policies for housing and economic development;
- plan positively to support local development, shaping and directing development in their area that is outside the strategic elements of the Local Plan; and,
- identify opportunities to use Neighbourhood Development Orders to enable developments that are consistent with their neighbourhood plan to proceed.

A set of core land-use planning principles should underpin both plan-making and decision-taking. These 12 principles are that planning should:

1. Be genuinely plan-led, empowering local people to shape their surroundings, with succinct local and neighbourhood plans setting out a positive vision for the future of the area.
2. Not simply be about scrutiny, but instead be a creative exercise in finding ways to enhance and improve the places in which people live their lives;
3. Proactively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs;
4. Always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings;
5. Take account of the different roles and character of different areas;

6. Support the transition to a low carbon future in a changing climate, taking full account of flood risk and coastal change, and encourage the reuse of existing resources;
7. Contribute to conserving and enhancing the natural environment and reducing pollution;
8. Encourage the effective use of land by reusing land that has been previously developed (brownfield land);
9. Promote mixed use developments, and encourage multiple benefits from the use of land in urban and rural areas;
10. Conserve heritage assets in a manner appropriate to their significance;
11. Actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling;
12. Take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs.

Paragraph 183 onwards relates to neighbourhood plans. Parishes and neighbourhood forums can use neighbourhood planning to:

- set planning policies through neighbourhood plans to determine decisions on planning applications; and,
- grant planning permission through Neighbourhood Development Orders and Community Right to Build Orders for specific development which complies with the order.

The information below sets out how the Burgess Hill Neighbourhood Plan takes account of the NPPF:

How the Burgess Hill Plan takes the NPPF into account

The Burgess Hill Neighbourhood Plan addresses the 12 core principles set out in the NPPF and guidance relating to sustainable development. In particular, the Plan focuses on policies that support the strategic proposals set out in the Submission District Plan and Town Wide Strategy. It sets out a positive vision for the town and has involved the community in developing the options and policies. It is proactive in supporting community needs that includes new housing where required to revitalise and regenerate areas such as the town centre. The Plan takes into account the different character areas within the town and the needs of each ward/community. It promotes mixed use developments and seeks to conserve the character, heritage and amenities of

neighbourhoods within the town. It also considers the re-use of a number of brownfield areas such as Keymer Tile Works and Victoria Road Industrial Estate. The Plan also seeks to conserve and enhances areas of green space, open space and recreational facilities. Issues relating to wellbeing are integral within the policies.

7. MID SUSSEX LOCAL PLAN 2004

The Mid Sussex Local Plan became the adopted Development Plan for the District in 2004. Many of the policies have been saved (as confirmed in a letter from GOSE in September 2007). Some of these will be superseded by the District Plan once it is adopted. In addition, some will also be superseded once the Neighbourhood Plan is adopted. Once a neighbourhood plan has demonstrated its general conformity with the strategic policies of the Local Plan and is brought into force, the policies it contains take precedence over existing non-strategic policies in the Local Plan for that neighbourhood, where they are in conflict.

The Local Plan contains a number of general policies relating to the countryside, housing, the built environment, transport and parking and recreation/community services. It also contains policies relating to Burgess Hill within a separate chapter. The policies listed below are considered to be the strategic policies within the Local Plan. These, plus the Burgess Hill policies are also summarised in the table attached as **Appendix B**:

Policy G2:	Sustainable Development
Policy C1	Protection of the Countryside
Policy B6	Open Space in built up areas
Policy B10	Listed Buildings
Policy B11	Other Buildings of Merit
Policy B12	Conservation Areas
Policy B16	Areas of Townscape Character
Policy H1	Housing Allocations (see below)
Policy H3	Housing Development in built up areas
Policy E1	Allocated business sites
Policy E2	Retention of business land
Policy S1	Town centre shopping developments
Policy S2	New retail developments
Policy T4	New development
Policy T5	Parking standards
Policy R1	Sporting and Recreational Development in the built up area
Policy R6	Informal open space
Policy CS6	Retention of Community facilities

Housing

Whilst the basis within the Local Plan for setting out the housing provision for the District (in terms of the West Sussex Structure Plan and the Regional Planning Guidance for the South East) are now out of date, housing allocation remains a strategic matter for neighbourhood plans to comply with. In terms of housing allocations, the Local Plan contains an Appendix on housing supply. The Plan was updated through the Small Scale Housing Allocation Document (see section 9). Policy H1 states that housing provision will be made for approximately 2,740 new dwellings between mid 2002 and mid 2006. The policy lists a number of housing sites including the following in Burgess Hill:

- (i) Open Air Market, Burgess Hill - approximately 25 dwellings (Policy BH1)
- (ii) The Oaks Centre, Junction Road, Burgess Hill - approximately 12 dwellings (Policy BH2)
- (iii) Station Yard and Public Car Park, Burgess Hill - approximately 60 dwellings (Policy BH3)
- (iv) Cants Lane, Burgess Hill - approximately 15 dwellings (Policy BH4)
- (v) Land at 86 Junction Road, Burgess Hill - approximately 12 dwellings (Policy BH5)
- (vi) Land north of Faulkners Way, Burgess Hill - approximately 50 dwellings (Policy BH6)

Employment

Once again, the framework for underpinning the policies within this section is now out of date. The Local Plan states that the Structure Plan has determined the amount of new business development to be provided in the District up to 2011. It is against this background that the Structure Plan sets the business floorspace requirement for Mid Sussex at 150,000m² for the period from 1995 to 2011.

Policy E1 states that:

Land at the following sites is allocated for new or extended business development which may involve an increase in business floorspace: This includes the following in Burgess Hill:

- i) Land to the south of Maltings Park, Burgess Hill (BH9)
- ii) Land to the north of Maltings Park, Burgess Hill (BH10)
- iii) Land between Pookebourne Stream and York Road West, Burgess Hill (BH11)
- iv) Former Sewage Treatment Works, Burgess Hill (BH12)

In view of their importance to the economy and as a source of local employment, the Council will seek to safeguard existing businesses throughout the District. It is acknowledged that some businesses are currently inappropriately located, and a policy dealing with those is considered (policy E8). The supporting text states that other than in exceptional

circumstances, for example where redevelopment or a change of use may bring about other overriding benefits to the wider community which cannot be achieved in any other way, the Council will resist the change from business to other uses.

Burgess Hill Chapter

A significant section of the Local Plan relates to individual policies for the towns and villages within the District. The most relevant section of the Local Plan for the Burgess Hill Neighbourhood Plan is the Burgess Hill chapter. It states that the aims are:

- (a) to provide a period for consolidation following the extensive development which has occurred on the west side of the town during the past 15 years;
- (b) to protect the separate identity of Burgess Hill by maintaining the Strategic Gaps between the town and Hurstpierpoint/Keymer/Hassocks to the south and Haywards Heath to the north, and protecting the area between the built up area and Ditchling Common to the east;
- (c) to provide for a modest amount of additional housing and commercial development as far as possible on previously developed land;
- (d) to secure improvements to Burgess Hill and Wivelsfield stations;
- (e) to complete the road links on the Victoria Industrial Estate;
- (f) to secure the redevelopment of the Martlets multi-storey car park and adjoining land;
- (g) to provide a new burial ground to serve the town;
- (h) to provide additional playing fields;
- (i) to consolidate and extend the 'Green Crescent' as a strategic area of informal public open space;
- (j) to safeguard and where possible to enhance the character and appearance of the Conservation Areas;
- (k) to stimulate a debate about the future of the Keymer Tile Works;
- (l) to secure the community facilities identified in the Plan; and
- (m) to maintain and where possible enhance the range and provision of community, recreation and leisure facilities within the town, including the protection of existing areas of open space.

Whilst some of these aims have been implemented, several are either out of date or no longer relevant. However, there are a number that are still current and will be taken forward in the Neighbourhood Plan especially where the community remains in support of these principles and options outlined in the Local Plan and would continue to seek their delivery.

Taking into account the aims for Burgess Hill in the Local Plan, the Neighbourhood Plan seeks to:

- Provide a modest amount of additional housing and commercial development – some of which is on brownfield land in order to facilitate and fund community improvements and facilities.
- Secure the improvements to Burgess Hill railway station.
- To provide additional playing fields.
- To extend the Green Circle.
- To safeguard the appearance of conservation areas.
- To consider the future of the Keymer Tile works site.
- To maintain and enhance community facilities.

The relevant policies within the Local Plan¹⁵ relating to proposed development options outlined and taken forward in the Neighbourhood Plan are:

BH1 Land at the former open air market, Cyprus Road, Burgess Hill (approximately 0.4 hectares) is allocated for residential development to provide approximately 25 dwellings, 30% to be affordable housing units.

BH3 Land at Burgess Hill station (approximately 1.75 hectares) is allocated for a mixed use development including provision of approximately 60 dwellings, 30% to be affordable housing units.

BH13 Land adjoining The Martlets Shopping Centre, including the multi-storey car park, is allocated for redevelopment. Appropriate uses would include:

- retail, including food superstore
- leisure/entertainment
- residential flats
- civic, public and voluntary services

Any scheme should include short stay town centre parking

BH17 Land at The Triangle is allocated for leisure or leisure-related development to complement the existing recreational facilities on the site.

¹⁵ Please note that only a summary of each policy is referenced. Full text versions are available at <http://www.midsussex.gov.uk/8254.htm>. These relate to policies that are currently saved.

BH18 The playing fields at the Sidney West Centre are retained for recreational use. The land occupied by the former leisure centre building is reserved for leisure/community purposes.

BH21 The following areas are allocated as Informal Public Open Space:

- (a) Batchelors Farm;
- (b) Land south of Nightingale Lane;
- (c) Land adjoining Jane Murray Way, York Road and Sussex Way;
- (d) Land to the north of Sheddingdean and Leylands Park, including Bedelands Farm; and
- (e) The 'Railway Land' to the north and south of Wivelsfield Station.

Several of the housing site policies have been updated through the Small Scale Housing Document that is summarised in Chapter 9.

8 SMALL SCALE HOUSING ALLOCATION DOCUMENT PLAN DOCUMENT

This Development Plan Document allocates small-scale sites for housing for the period 2006 - 2016 and was adopted by the Council April 2008. It identifies a number of small-scale housing sites that will help to meet the District's housing land requirement for the period up to 2016. These allocations include sites, which together, are sufficient to meet the current requirement for housing on small-scale greenfield sites. It also identifies some previously developed sites that the District Council considers should be developed for housing. These will contribute to the provision that also needs to be found through the development of small-scale previously developed (brownfield) sites.

Whilst this document is an adopted Development Plan Document it will be largely superseded by the District Plan as and when this is adopted and any updated Housing Assessment/Needs evidence base documents underpinning the District Plan. The withdrawn District Plan stated that as at April 2012, there were 4,213 new homes already 'committed' on sites that are allocated either in the Mid Sussex Local Plan or the Small Scale Housing Allocations Document, or have been granted planning permission, but not yet implemented.

The basis for the Document is now out of date with reference made to the West Sussex Structure Plan, the South East Plan (now revoked) and Planning Policy Guidance 3 (replaced by the NPPF). However, for the purposes of the Neighbourhood Plan Evidence Base document – it remains a statutory plan and therefore forms part of the background evidence base to the Neighbourhood Plan. The Document also updates some of the housing site allocations set out in the Local Plan 2004.

It allocates 11 small-scale greenfield sites for housing development over the period from 2007-2016. The estimated capacity of these sites is 1,110 dwellings. Those in Burgess Hill include:

- Folders Meadow, Folders Lane – 90 houses
- Keymer Tile Works, Nye Road (phase 1) - 250 houses
- Land north of Maltings Park – 105 houses
- Land adjacent to Manor Road – 123 houses

Seven sites are allocated on previously developed land. Those in Burgess Hill include:

- Covers Timber Yard, 107 Fairfield Road – 18 houses
- Gas Holder Station, Leylands Road – 58 houses

The Neighbourhood Plan does not allocate sites for housing development and therefore the Local Plan and the Small Scale Housing Allocation document remain the key statutory development plans for housing allocations.

BACKGROUND DOCUMENTS

9. INTRODUCTION

This section of the document considers a number of key evidence base research studies and strategies largely produced to underpin the now withdrawn District Plan together with several earlier documents of relevance to Burgess Hill. The documents highlighted are considered to be the most relevant to the Neighbourhood Plan and provide evidence to support the policies within the Plan.

The Neighbourhood Plan has been able to draw on a substantial list of background evidence and strategies/studies in order to inform the policies. Burgess Hill has experienced growth in the past and is identified for further strategic developments within the next 20 years as set out in the Town Wide Strategy. This has meant that several masterplans/vision documents and strategies have been produced for the town.

In terms of new background research required specifically for the Neighbourhood Plan, a study has been undertaken by WSP Transport Consultants on parking standards. In addition, work was undertaken by Enplan planning and landscape consultants on masterplan options for Leylands Park and Victoria Road industrial estate and by Jon Rowland urban designers on the town centre. The WSP report is available on the Town Council's website (see **Appendix A** for location) and is summarised in section 15 of this report. The work undertaken by Enplan and Jon Rowland included was a series of masterplan options that had fed into the consultation events and finally into the Pre Submission draft Neighbourhood Plan.

The relevant documents outlined are as follows:

- Mid Sussex Transport Study 2012/2013
- Burgess Hill Employment Land Study 2012
- The Burgess Hill Town Wide Strategy 2011
- The Assessment of Open Space, Sport & Recreation 2006 (updated 2010)
- Burgess Hill Town Centre Masterplan 2006

In addition, an Evidence Base Summary Document 2013 was produced for the withdrawn District Plan. This provides a useful reference for all of the key documents underpinning the

District Plan¹⁶. Section 15 of this report summarises a number of other research documents/studies that have informed the Neighbourhood Plan.

¹⁶ http://www.midsussex.gov.uk/media/EvBase_Summary_Document_Sep13_v7.pdf

10 MID SUSSEX TRANSPORT STUDY 2012/2013

Stage 1 of the Mid Sussex Transport Study (2012)¹⁷ was undertaken on behalf of Mid Sussex District Council by consultants, Amey, with advice from West Sussex County Council. The purpose of the Mid Sussex Transport Study is to inform the District Plan on whether:

- Proposed development is practical to deliver in principle; and
- Mitigation of adverse effects on the transport network is feasible.

The study models development scenarios in order to test the impact of the District Plan on the transport network.

The development scenarios test varying levels of demand by using one or more of the following components, which all form policies within the withdrawn District Plan:

- Strategic housing development at Burgess Hill (Northern Arc and East of Kingsway) – 4,000 homes.
- Strategic employment development at Burgess Hill (A2300 employment site) – 20Ha providing 4,845 jobs.
- Committed housing and employment development spread around the district (to be delivered via existing planning permissions and allocations; and Neighbourhood Plans) – 6,600 homes/ 8,770 jobs.

Stage 2¹⁸ (2013) is a refinement of Stage 1 study. It assessed the final, definitive, version of the Mid Sussex District Plan (May 2013) and considered the outline design of interventions needed to accommodate the development. The Stage 2 modelling has been refined as follows:

- Stage 1 was produced before neighbourhood plan numbers were submitted by town and parish councils. Stage 2 now uses the most up-to-date figures so can more accurately determine where in the District growth will occur.
- Stage 2 now includes the 480 dwellings at Kings Way, Burgess Hill, as a commitment rather than a future allocation
- The list of mitigation schemes has been refined. This takes into account any schemes that are now considered as commitments which were not considered at Stage 1, as well as amending and adding mitigation measures based on further discussions with the Northern Arc consortium, for example. Some schemes have been amended/

¹⁷ http://www.midsussex.gov.uk/media/FINAL_MSTS_January2013.pdf

¹⁸ http://www.midsussex.gov.uk/media/EP10_MSTS_Stage2Final.pdf

added based on the results of Stage 1 in order to mitigate some of the capacity issues that Stage 1 flagged up. All have been discussed and agreed with WSCC Highways and are included in the Infrastructure Development Plan (IDP).

The study has been carried out using a validated variant of the West Sussex County Transport Model, to represent the strategic, multi-modal, interaction of trip demand and network supply, to produce route choice assignments at AM peak 2031. The assignment outcomes have been used to assess the performance of the transport system under the following scenarios:

- A reference case with committed land-use and transport plans; and
- A development case with additional District Plan development and enabling transport schemes (primary and secondary interventions)

Outcomes from the transport model showed that the withdrawn District Plan, with accompanying network improvements, would cause potential network congestion problems (at a number of highway locations). However, in conclusion, the stage-2 study has indicated that the MSDC District Plan could be successfully delivered at AM peak 2031, in transport impact terms, provided that recommended remedial interventions are introduced to mitigate localised highway congestion.

How the Neighbourhood Plan takes on board the Transport Study

The requirement within the withdrawn District Plan for Neighbourhood Plans to accommodate new housing and development have been taken into account as part of the Transport Study and therefore, further work is not required on a District or town basis. Individual proposals for development will be required to submit a site specific transport study as part of the planning application. This will set out the transport and traffic implications of each scheme in the context of the overall Transport Study.

11. BURGESS HILL EMPLOYMENT LAND STUDY 2012

The withdrawn District Plan proposed up to 40 Hectares (Ha) of employment land at Burgess Hill along the A2300 as a high quality campus style business park. The Study primarily assesses the deliverability of this proposed employment allocation and the size and type of employment allocation that will accord with the vision, strategic objectives and economic aims of the District Plan and support delivery of 380 additional jobs a year over the plan period.

The principal study findings are:

1. The proposed allocation represents a good opportunity as there is no competition from other modern business parks, it has an excellent position related to the road system and there is a lack of modern industrial units of more than 10,000 sq ft.
2. The consultants reflected on whether a 40Ha allocation can be justified, particularly as the Employment Land Review (2010) suggested a smaller allocation (4 to 8Ha)
3. The Study looks whether there is 40Ha of land readily available. It concludes that a 40Ha employment site could not be accommodated entirely within the preferred location without using additional land to the north or west.
4. It recommends a smaller allocation for phased growth for up to 25Ha with a reserve allocation for the latter part of the plan period, depending on the eventual distribution of new housing within the district.

In terms of the size and make-up of the allocation, the Study recommends that the type of employment development should be determined by the market. Allocations for employment uses should be flexible in terms of scheme, phasing, and mix. The Study notes that Burgess Hill may be better suited to a broader mix of uses and include high value engineering. Its position could help with demand for storage and distribution units and it would not compete with Gatwick/ Crawley.

The market analysis is cautious about the demand for a business park and notes that there is the potential for it to dampen demand in other places, including Victoria Business Park. If companies relocate from existing employment areas then it could enable redevelopment to alternative uses by freeing up old plots although this will not represent net growth of the market/ jobs.

How the Neighbourhood Plan takes on board the Burgess Hill Employment Land Study

Whilst the site of the proposed business park is outside of the Neighbourhood Plan boundary, the impact of a new employment area will be relevant to the town centre and the area covered by the Plan. In particular, the Study considers how Victoria Road will be impacted once the new business park is completed. The Study identifies that should businesses relocate to the new business park, this would free up space within Victoria Road to be redeveloped for other uses. The Neighbourhood Plan acknowledges that dynamics may change once the business park is built and it sets out a new policy on redeveloping parts of Victoria Road for residential. It also recognises that businesses will have new space to move into once they have left their Victoria Road premises.

12 BURGESS HILL TOWN WIDE STRATEGY 2011

The Town Wide Strategy 2011 was produced by Burgess Hill Town Council. It is a 20 year plan for the strategic development of the town (to the north and east) which will facilitate a significant amount of community regeneration and improvements across the town. The Town Council considers that in light of current public sector funding issues, investment from new residential development in the town could help gap fund further facilities and infrastructure to help achieve both their and the local community's aspirations. The Strategy states that:

The town needs:

- A better town centre with a greater range of shops and a more attractive pedestrian environment;
- Improved public transport, walking and cycling links as well as better roads;
- New and improved community and cultural facilities;
- Additional high quality and suitably located business park development; and,
- New, improved and well connected sports, recreation and open space in and around Burgess Hill.

A number of projects and infrastructure proposals are required in order to achieve the above objectives. The projects include:

1. Town centre improvements

The town centre projects identified largely relate to its revitalisation and in particular, improvements to the public realm. Discussions with Mid Sussex District Council identified three key streets where public realm improvements were considered to be important - Queen Elizabeth Avenue, Civic Way and Church Road / Church Walk. A new public square acting as a focal point for Burgess Hill is proposed.

2. Transport

The projects included improvements to both railway stations and a series of walking and cycling enhancements have been identified. A number of traffic capacity and management improvements have been identified to improve east-west links in the town. Urbanisation of the older part of the Victoria Business Park is planned. There is a need to relocate some of the older and unsustainable buildings in Victoria Road and Victoria Avenue and replace with residential and an improved interface between the business park and houses and the link road forms part of this project. Parking management and the Burgess Hill Transport model are outlined in the Strategy.

3. New sports facilities

The Town Council examined the possibility of creating a new sports centre on a single site for the local community. This would complement both St Paul's Catholic College and the Triangle Leisure Centre. It was considered that this should be comprised of:

- A new football facility,
- A new facility for Burgess Hill Rugby Football Club,
- Community Facilities for the town.

4. Community/Arts/civic centre

Burgess Hill is home to a number of key public services including the library, police station, Town Council offices and health centres. At present, these are accommodated on a number of sites across the town centre, thus creating inefficiencies in terms of running costs and maintenance. The library in particular is in need of an upgrade. The Town Council considers that the most efficient way of offering modern 21st century services in quality buildings is to consolidate these into one central and accessible building.

5. New business park

Burgess Hill's existing employment offer comprises the town centre and two industrial estates: Victoria and Sheddingdean. However, due to a number of factors including quality of space, age of the buildings, re-development plans and future demand, it is considered that additional employment space is needed in the town. The Town Council consider that the best location for a new employment park would be on the A2300 to the west of the town. This location would have good communication links.

The Town Wide Strategy is a key evidence based document to the Neighbourhood Plan and Submission District Plan. The infrastructure improvements set out in the Town Wide Strategy significantly underpin the Neighbourhood Plan in terms of highway and access improvements, revitalised town centre, school and community provision and sports/recreation facilities.

The Town Wide Strategy was the subject of a consultation exercise between January – March 2011. A summary of the responses to this are available¹⁹ and these have been taken into account in the Neighbourhood Plan.

¹⁹

http://www.burgesshill.gov.uk/sites/www.burgesshill.gov.uk/files/inal_A4_Burgess_Hill_Summary_Response_HI_RES.pdf

How the Neighbourhood Plan takes on board the Town Wide Strategy

The Neighbourhood Plan has taken forward many of the key projects within the Strategy and created policies to enable their delivery. Policies for the town centre seek to bring forward a new civic centre to the town as set out in the Town Wide Strategy as well as access and movement improvements within the town.

The Neighbourhood Plan has also taken account of the responses to the Town Wide Strategy consultation exercise. Improvements to the town centre were considered to be the most important benefit for the town overall and the improving the town centre is at the heart of the Neighbourhood Plan.

Other responses to the Town Wide Strategy consultation exercise are being addressed such as improving Burgess Hill train station, providing land for self build, the need for new community and leisure facilities, maintaining the Green Circle and protecting Bedelands Farm Nature Reserve.

13 ASSESSMENT OF OPEN SPACE, SPORT & RECREATION 2006 (UPDATED 2010)

The now cancelled Planning Policy Guidance 17: Open Space, Sport and Recreation (PPG17) required planning authorities to undertake an assessment of needs and opportunities in their area, and to adopt local standards for provision. This is due to the social and environmental benefits of having high quality and accessible greenspaces available to the community.

Local needs were assessed through surveys with local residents, telephone or face-to-face interviews with stakeholders and representatives of local interest groups, and a survey of town and parish councils across and around the periphery of the District. In order to assess supply, 600 audits of local provision were undertaken throughout the District, designed to evaluate the quality and value of different forms of provision. Spaces and facilities were then classified as being above average (high) or below average (low) quality and value. Quality relates to the range of features or facilities on the site and their condition. Value relates to the perception of the local community to the importance of the facilities and provision. The two factors are independent of each other.

To ensure that everyone in the District has access to facilities, the application of accessibility thresholds is recommended. This is a broad and flexible guide to the distance that people are willing to travel to use or visit a facility or space. Overall, the accessibility of provision across the District is good, particularly in the three main towns (Burgess Hill, Haywards Heath and East Grinstead).

The Assessment also considers whether areas have a surplus or deficit of facilities. It gives recommendations for future provision and suggests ways of protecting and enhancing existing facilities. It also includes recommendations for the appropriate standards to apply to new developments.

A refresh of the Assessment was undertaken in 2010 to update the findings of the original 2006 Assessment. This provided an updated audit of outdoor recreational facilities. The findings showed that there have been some improvements in the deficiencies of outdoor provision both in terms of quality and quantity, particularly in terms of artificial pitches, play and skate park areas.

Issues relating to Burgess Hill

The following is a brief overview of the summary provided with the Assessment under the main headings of the report. The overview relates only to Burgess Hill:

Local Needs

Burgess Hill Town Council is of the view that there is a significant shortfall in most forms of provision in the town, but only a slight shortfall in allotment provision. There is a need to improve the quality of greenspaces in housing areas, especially in Burgess Hill and East Grinstead as it is not normally practicable to increase the quantity of provision in established housing areas.

Quantitative Assessment

Additional provision is required as follows:

- Allotments in Burgess Hill,
- An additional artificial turf pitch in each of the main towns,
- Bowling greens in North Mid Sussex, Central Mid Sussex, and Burgess Hill
- A pitch sports centre at the St Paul's Catholic College,
- More teenage provision across the District.
- More floodlit tennis courts.

Accessibility Assessment

The District-wide priority for enhancing greenspaces must be Burgess Hill. Overall, provision there has the lowest quality and value amongst the three towns. In Burgess Hill, the south-eastern sector to the east of the railway line is generally the least well served by current provision. There is also a lack of good quality greenspace in the Leylands area. However, as in other parts of the District, enhancing the quality of existing greenspaces should have a higher priority than making more provision.

Issues and Opportunities

The Triangle is well used and provides a good service to local residents. The District Council should work closely with schools and the County Council to develop a realistic strategy for community use of school sports facilities. The Council should seek to allocate sites for new bowling greens in Burgess Hill (possibly two greens).

The Council should investigate the potential for developing the artificial pitch at St Paul's Catholic College into a venue for show games and work with the College to secure funding for this from the Football Foundation.

The District Council should encourage and work with each of the major clubs in the District (for example, Burgess Hill Football Club and possibly the Boys Club based at Fairfield Recreation Ground in Burgess Hill) to formulate facilities and development plans and support their implementation as much as possible.

Local communities would clearly like to see better parks in the three main towns. The Council should designate at least one site in each of the three main towns as an urban park. These sites should be accessible on foot by as many people as possible within a 10 to 15 minute walk.

Refresh of Assessment 2010

The results in terms of overall provision in Burgess Hill is as follows:

- The town is under provided for in relation to adult and junior football.
- Cricket also appears to be under provided.
- Rugby provision is slightly higher than the PPG17 requirement.
- Allotments show a significant under provision in the Town and analysis of demand identifies that there is a need for further sites due to waiting lists.
- There are also less bowling greens and tennis courts than required in the Town.
- The level of Artificial Turf Pitches is slightly higher than needed.

How the Neighbourhood Plan takes on board the Assessment of Open Space

The Neighbourhood Plan contains a number of policies on providing new open space and recreational facilities as well protecting and enhancing existing provision. The Plan is also underpinned by and sits alongside the Town Wide Strategy which includes the provision of a Centre of Community Sport.

Policies for Leylands Park focus on providing space for allotments, enhanced recreational space and interpretation/new facilities for Bedelands Farm local nature reserve. The Neighbourhood Plan includes policies on the Green Circle. In addition, the Keymer tiles study area seeks to provide a new county park for the town to include recreational facilities and public open space.

14. BURGESS HILL TOWN CENTRE SUPPLEMENTARY PLANNING DOCUMENT (SPD) 2006

The Burgess Hill Masterplan SPD was produced and adopted by the District Council as a guide to the revitalisation and redevelopment of Burgess Hill town centre. It provides additional guidance to supplement the statutory planning guidance as set out in their Local Plan and is used to help assess planning applications within the town centre.

It was produced at a time when Thornfield Properties plc was the development partner for the town centre. This is no longer the case but much of the development guidance within the Document remains relevant today although it is acknowledged that the SPD does not place any particular relevance to providing leisure and entertainment facilities in the town.

The policies within the Neighbourhood Plan serve to update or amend those within the SPD which are no longer relevant or deliverable. The document contains development guidance set out 7 separate objectives

How the Neighbourhood Plan takes on board the Town Centre SPD

The Neighbourhood Plan contains a summary of how the various elements of the Town centre SPD has been addressed/updated or superseded by the Plan. Many of the proposed actions within the SPD have been taken forward in the Neighbourhood Plan. The SPD featured heavily on urban design and layout and whilst this is an important element to continue, the Neighbourhood Plan seeks to bring forward a change in the focus and overall offer of Burgess Hill from purely retail to a more leisure and entertainment based centre.

15. OTHER DOCUMENTS

There are a number of other supporting documents that underpin the Neighbourhood Plan. These are publicly available evidence/background documents and studies that have been undertaken by the Town Council and have been referenced in the Neighbourhood Plan. They include:

Work undertaken by Richard Walker MRTPI

Richard Walker is a Planning Consultant to the Town Council and has undertaken several background documents on the Keymer Tile Works proposal and land to the east of Kings Way. This has included:

1. A planning appraisal in May 2008 for the 475 dwellings and associated community buildings/access development at Keymer Tile Works. This was a detailed evaluation of the planning application for the erection of 475 dwellings, associated infrastructure, community building, medical centre and retail unit on the site of the existing tile works and clay pits.
2. An initial assessment in September 2011 of the housing and associated development at Keymer Tile Works together with masterplan options

These reports have been referred to within the Neighbourhood Plan and have provided a useful summary of the key issues and the matters central of priority for the Town Council to achieve on the site.

Parking Standards for Burgess Hill by WSP Consultants

The Town Council commissioned consultants to assess the current car parking standards for the town. This was completed in June 2013. This reviewed the suitability of the West Sussex County Parking Standards, the changes in census data between 2001 and 2011 and offered recommendations for residential parking standards for the town. In addition, the Town Council undertook empirical research in July 2013 on the parking situation within existing housing areas/estates - looking at levels of parking provision, levels of on site and off site parking and how design and layout impacts on parking behaviour with observations where parking is success and where it has failed and causes concern to local communities and road users. It also assessed applications for residential development that provided

parking standards supported by the Town Council. A new policy on parking standards is set out in the Neighbourhood Plan.

Survey work on Community Facilities by Burgess Hill Town Council

The survey work was undertaken by Burgess Hill Town Council in 2012. It looked at the facilities occupied by the various voluntary sector organisations and any future needs or requirements for each. It also assessed inadequacies or limitations of the existing facilities should there be any future opportunities or funding for improvements or expansion. In addition, a summary was provided for each school, community hall, sports club and church hall in terms of location, ownership and management, the facilities available at each venue, disabled access and availability of parking. The survey is available from the Town Council offices and provided useful background information to the Neighbourhood Plan by identifying the location of each community facility and any future requirements for improvement and/or expansion

Summary

These key background documents are publicly available and have been produced for the Town Council. They are not formally adopted but are essential in providing evidence and background to several policies.

**APPENDICES TO EVIDENCE
BASE DOCUMENT**

APPENDIX A

Evidence base documents¹

Name	Hard Copy	Digital Copy
NPPF	-	https://www.gov.uk/government/publications/national-planning-policy-framework--2
Mid Sussex Local Plan	Mid Sussex Council Offices Burgess Hill Town Council Offices	http://www.midsussex.gov.uk/8256.htm?pageid=3299
Mid Sussex consultation draft District Plan November 2014	Mid Sussex District Council offices	http://www.midsussex.gov.uk/8264.htm
Small Scale Housing Allocation Document	Mid Sussex District Council offices	http://www.midsussex.gov.uk/8288.htm
Mid Sussex Transport Study	Mid Sussex District Council offices	http://www.midsussex.gov.uk/media/FINAL_MSTS_January2013.pdf http://www.midsussex.gov.uk/media/EP10_MSTS_Stage2Final.pdf
Burgess Hill Employment Land Study	Mid Sussex District Council offices	http://www.midsussex.gov.uk/media/Burgess_Hill_Employment_Study.pdf
Burgess Hill Town Wide Strategy	Mid Sussex District Council offices Burgess Hill Town Council Offices	http://www.burgesshill.gov.uk/strategicVision
The Assessment of Open Space, Sport & Recreation	Mid Sussex District Council offices	http://www.midsussex.gov.uk/media/EP41_AssessmentOfOpenSpaceSportAndRecreation.pdf
Burgess Hill Town centre masterplan	Mid Sussex District Council offices Burgess Hill Town Council offices	http://www.midsussex.gov.uk/8043.htm
R Walker work on Keymer Tiles	Burgess Hill Town Council Offices	-
Parking Standards by WSP	Burgess Hill Town Council offices	-
Community Facilities by Town Council	Burgess Hill Town Council offices	-

Other background documents to the withdrawn District Plan can be downloaded from this address: <http://www.midsussex.gov.uk/8301.htm?pageid=4291>

¹ The links to websites were confirmed as correct 15th January 2015.

APPENDIX B

List of Saved Local Plan policies and Neighbourhood Plan policies against the NPPF

Policy No.	Saved Local Plan policies ²	Policy No.	Neighbourhood Plan policies	NPPF	Notes ³
G2	Sustainable Development		The NH Plan does not contain a specific policy on sustainable development	The NPPF as a whole constitutes the Government's view of what sustainable means and it explains that there are 3 dimensions to sustainable development.	The NH Plan is accompanied by a Sustainability Appraisal that sets out how the policies have been considered against a number of sustainable objectives.
C1	Protection of the Countryside		The NH Plan does not contain a specific policy on protecting the Countryside as this is covered within the Local Plan		
B6	Open Space in built up areas	G1	Areas of Open Space	In section 8 on Promoting healthy communities, the NPPF states that access to high quality open spaces can make an important contribution to the health and well-being of communities.	Both the Local Plan and NH Plan contain policies on informal open space. The NH Plan seeks to re-emphasise the importance of retaining existing areas within the town.
B10	Listed Buildings		Policies relating to Listed Buildings and		

² Policies listed are strategic and/or relate to Burgess Hill. Others are not referenced

³ DP – District Plan/LP – Local Plan/NH Plan – Neighbourhood Plan

			Conservation Areas do not need referencing within the NH Plan as these are covered by the Local Plan.		
B11	Other Buildings of Merit	H1	Protecting and Enhancing Heritage Assets and Conservation Areas	In section 12 on Conserving and enhancing the historic environment, the NPPF states that a positive strategy for the conservation and enjoyment of the historic environment should be made.	This policy lists buildings within Burgess Hill that are considered to be buildings of merit.
B12	Conservation Areas		Policies relating to Listed Buildings and Conservation Areas do not need referencing within the NH Plan as these are covered by the Local Plan.		
B16	Areas of Townscape Character	H3	Protect Areas of Townscape Value	In section 7 the NPPF refers to requiring good design within the built environment. Developments should establish a strong sense of place and respond to local character and history.	The NH Plan policy relates to identified areas of the town where the community wish to see the design and layout of new development to specifically take into account the rural/open nature of these neighbourhoods.
		H2	Back Garden Development	As above, the NPPF refers to requiring good design within the built environment.	This is a new policy for the NH Plan and is a significant one for a number of residents and areas around the edge of the town that have suffered from

				Developments should establish a strong sense of place and respond to local character and history.	inappropriate back garden in the past. This is a character and design based policy with an emphasis on not permitting inappropriate development.
H1	Housing Allocations		The NH Plan does not specifically include a housing allocation policy. Proposed housing is supported as part of community led mix use developments within certain study areas within the plan.		
H3	Housing Development in built up areas		The NH plan supports new housing within the built up area where this forms part of community led regeneration schemes for the key study areas within the Plan. The NH Plan does not contain a specific policy on housing development.		
E1	Allocated business sites		The NH Plan does not allocate new employment sites within the Plan		
E2	Retention of business land	S1	New Residential and Community Neighbourhood on Victoria Road industrial estate	The NPPF states in paragraph 22 that planning policies should avoid the long term protection of sites allocated for	The NH Plan contains a policy on the redevelopment of parts of Victoria Road industrial estate. This involves the redevelopment of some of the older units to residential. Whilst Policy S1 of the NH Plan supersedes LP policy E2 (in relation

				employment use where there is no reasonable prospect of a site being used for that purpose. Land allocations should be regularly reviewed.	to Victoria Road only) as it allows for the loss of employment land. Several planning applications for the development of units to residential have been approved in 2012/2013. These indicate that Policy E2 is no longer appropriate for this part of Victoria Road.
S1	Town centre shopping developments	TC6	Urban Realm and Access in the Town Centre	In Section 2 of the NPPF - Ensuring the Vitality of Town Centres, it supports the allocation of a range of suitable sites to meet a mix of different uses such as retail, leisure, cultural and community needs.	This is a new policy for the NH Plan and relates to the regeneration and improvement of the town centre. The NH Plan contains a number of policies for the town centre. The policies relating to each quarter are set out below.
S2	New retail developments				See below for new NH Plan policies
T4	New development		The NH Plan does not contain a specific policy on transport.		
T5	Parking standards	S4	Parking Standards	Paragraph 39 of the NPPF states that when setting local parking standards, a number of issues need to be taken into account.	This is a new policy for the NH Plan. It seeks to update existing parking standards for the town based on research undertaken by consultants and the Town Council
R1	Sporting and Recreational Development in the built up area	LR3	Protect and Improve Existing Leisure and Recreational Facilities	Section 8 of the NPPF sets out how the planning system can play an important role	The NH Plan policy compliments the Local Plan policy on new and improved recreational facilities.

				in creating healthy communities. Planning policies should guard against the unnecessary loss of valued facilities and services.	
R6	Informal open space	G1	Areas of Open Space	The NPPF states that access to high quality open space and opportunities for sport and recreation can make an important contribution to the health and well being of communities.	Both the Local Plan and NH Plan contain policies on informal open space. The NH Plan seeks to re-emphasise the importance of retaining existing areas within the town.
CS6	Retention of Community facilities	S3	Protect and Enhance Existing Community and Medical Facilities	The NPPF states that policies should plan positively for the provision and use of shared space, community facilities and other local services.	The NH Plan policy compliments the LP policy on protecting and enhancing community and medical facilities.

BH1	Open Air Market, Cyprus Road	TC1	The Civic and Cultural Quarter	In Section 2 of the NPPF - Ensuring the Vitality of Town Centres, it supports the allocation of a range of suitable sites to meet a mix of different uses such as retail, leisure, cultural and community needs.	The policy is to create a new civic and cultural quarter within the Cyprus Road area of the town and is in line with both the Local Plan policy. The NH Plan updates some of the mix/types of development for the site.
		TC2	The Leisure and Entertainment Quarter	As above, in Section 2 of the NPPF - Ensuring the Vitality of Town Centres, it supports the allocation of a range of suitable sites to meet a mix of different uses.	This is a new policy for the NH Plan
		TC3	The Brow Quarter	As above, in Section 2 of the NPPF - Ensuring the Vitality of Town Centres, it supports the allocation of a range of suitable sites to meet a mix of different uses.	This is a new policy for the NH Plan
		TC4	The Retail Quarter	As above, in Section 2 of the NPPF - Ensuring the Vitality of Town Centres, it supports the allocation of a range	This is a new policy for the NH

				of suitable sites to meet a mix of different uses.	
BH2	The Oaks Centre, Junction Road			There is no NH Plan policy relating to this site/area.	
BH3	Station Yard and Car Park Burgess Hill	TC5	The Station Quarter	As above, in Section 2 of the NPPF - Ensuring the Vitality of Town Centres, it supports the allocation of a range of suitable sites to meet a mix of different uses.	The policy to create and improve Burgess Hill station and the surrounding area for mixed use development and is in line with the Local Plan policy. The LP policy is more detailed, but the NH Plan updates some of the mix/types of development for the site.
BH5	86 Junction Road, Burgess Hill			There is no NH Plan policy relating to this site/area.	
BH6	Land north of Faulkners Way, Burgess Hill			There is no NH Plan policy relating to this site/area.	
BH9	Land south of Maltings Park			There is no NH Plan policy relating to this site/area.	
BH14	Charles Avenue and Victoria Road	S1	New Residential and Community Neighbourhood on Victoria Road industrial estate		Whilst these policies are not exactly similar in their ambitions and content, they are related in terms of their location on Victoria Road.
BH15	Cycle Track between Hassocks and Burgess Hill	G6	Footpath and Cycle Links		Whilst the NH Plan does not make specific reference to the cycle track between Hassocks and Burgess Hill, the sentiment in terms of improving such facilities remains.

BH16	Wivelsfield Station	S2	Wivelsfield Station and Worlds End		The NH Plan continues from the LP policy in terms of improvements to the station.
BH17	Triangle Leisure Centre	LR1	Improved Recreational Facilities and new Community/ Sports Hall at Leylands Park		
BH19	Playing fields	LR3	Protect and Improve Existing Leisure and Recreational Facilities	Section 8 of the NPPF sets out how the planning system can play an important role in creating healthy communities. Planning policies should guard against the unnecessary loss of valued facilities and services.	The NH Plan policy compliments the Local Plan policy on new and improved recreational facilities.
BH20	Equipped Play area		There is no NH Plan policy relating to this specific topic		
BH21	Informal Open Space	G1	Areas of Open Space		Both the Local Plan and NH Plan contain policies on informal open space. The NH Plan seeks to reemphasise the importance of retaining existing areas within the town.
BH24	Community buildings	S3	Protect and Enhance Existing Community and Medical Facilities		The NH Plan policy compliments the LP policy on protecting and enhancing community and medical facilities.
		G3	Nature Conservation and Biodiversity		

		G4	Local Green Space		This policy identifies specific areas within the town that are considered as essential green gaps that should be protected from development.
CS19	Retention of Allotments	G5	Allotment sites		A number of new allotment sites are proposed and all existing should be protected.
		G2	The Green Circle		This is a new policy for the Neighbourhood Plan.
		LR2	A New Park and Nature Reserve for east Burgess Hill at Keymer Tile Works		This is a new policy for the Neighbourhood Plan