

MONITORING AND IMPLEMENTATION FRAMEWORK

Crawley Borough Local Plan 2023-2040

February 2024



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Section 1: Introduction

This document provides the framework for monitoring the successful implementation of the strategy and planning policies set out in the Crawley Borough Local Plan 2023-2040.

Authority's Monitoring Report

The Town and Country Planning (Local Planning) (England) Regulations 2012 place a responsibility on local planning authorities to prepare and publish a monitoring report: the Authority's Monitoring Report (AMR). This report must contain the following information:

- Progress on the preparation of Local Plans or Supplementary Planning Documents (SPD) specified in the council's Local Development Scheme (LDS);
- Details of any policies in the Local Plan which are not being implemented;
- The delivery of net housing against the annualised average housing number and the total since the adoption of the Policy;
- The delivery of net affordable housing against the annualised average affordable housing requirement and the total since the adoption of the Policy;
- Details of any Neighbourhood Plans or Neighbourhood Development Orders being progressed within the area;
- Reporting on the implementation of the Community Infrastructure Levy, where a Charging Schedule is in place;
- Actions undertaken to meet the Duty to Cooperate.

Where up-to-date information is collected, the council must make this available as soon as possible after the information becomes available. It is intended that the Authority's Monitoring Report is published at a minimum annually, but updates to this will not be restricted where further information is available sooner.

The council's adopted LDS¹ confirms that the Local Plan will be continually monitored and a report will be published annually to ensure the policy objectives are being implemented. If monitoring indicates that the Local Plan is not being implemented or circumstances change or new planning policy guidance emerges, the Local Plan may be reviewed. The timetable for review will be programmed through an updated LDS.

To meet the requirements of section 34(2) and (3) of the 2012 Regulations (bullet points 2, 3 and 4 above) the council will monitor the implementation of the Local Plan objectives and policies.

Document Structure

The majority of the remainder of this document comprises the indicators which are proposed for monitoring the implementation of the Local Plan strategy. These include the indicators identified in the Local Plan Sustainability Appraisal (SA) for the purpose of assessing performance against the SA Objectives. Indicators are set out under the main Local Plan themes, and linked to relevant Local Plan policies and SA Objectives as appropriate.

¹ Crawley Borough Council's Local Plan Local Development Scheme 2023 – 2025 (January 2023) CBC

Monitoring Indicators

For the purpose of identifying indicators a comprehensive assessment of the indicators being used for monitoring the Local Plan policies was undertaken. Each one has been considered against its performance to be:

- Specific
- Measurable
- Attainable
- Relevant
- Time-Bound

Specific

The proposed indicators are defined clearly.

Measurable

Each of the indicators have been chosen as they provide a clear quantifiable output. However, some have been chosen to also deliberately offer a more qualitative method of understanding the success of the Plan strategy and policies.

Attainable

Wherever possible data which is easily obtainable has been used to measure the policy implementation.

Relevant

The indicators most closely related to genuinely reflect the effectiveness of the policy implementation have been chosen.

Time-Bound

The policy monitoring and implementation tables show the anticipated delivery mechanisms and provide the attainable goals and timeframes involved. This will ensure adequate monitoring is possible to establish the effective control over the Plan policies, and highlight at an early stage where there may be areas of concern, under-delivery or ineffective implementation.

Local Plan Monitoring and Review

There are a range of indicators set out in Section 2 to ensure the Plan is effective. Some of the Policies in the Plan, and their associated Key Indicators, form a more critical element of meeting the council's overall vision for the future growth of the borough. In particular, these are:

Wellbeing and Communities

[Progress in delivery of critical infrastructure projects identified in Infrastructure Plan: Appendix 2 \(Infrastructure Delivery Schedule\), December 2023 – or future updates – alongside housing and employment development, in accordance with the Phasing Chart in the Schedule.](#)

Economic Growth and Social Mobility
Gross delivery of office and industrial/storage & distribution floorspace as compared with projected take-up.
Losses of office floorspace to industrial/storage & distribution use and vice versa.
Losses of office and industrial/storage & distribution floorspace to non-employment uses as compared with projected losses.
Completed loss of employment floorspace to residential use via planning permissions in main employment areas.
Consented losses of office floorspace to residential use, broken down between planning permissions and prior approvals.
Net delivery of office and industrial/storage & distribution floorspace after accounting for losses, as compared with projected delivery.
Remaining Identified Employment Land supply.
Progress in development of Key Town Centre Opportunity Sites.
The number of gross and net dwellings (or dwelling equivalent in the form of C2 development) delivered as compared with the Local Plan target.
Housing
The number of gross and net dwellings (or dwelling equivalent in the form of C2 development) delivered as compared with the Local Plan target.
Statement of the total residual Local Plan housing requirement.
5-year housing supply calculation.
Housing Delivery Test Score.
The number of gross and net affordable dwellings delivered, expressed as absolute totals and as a proportion of the net dwelling/dwelling equivalent total.
The breakdown of the number of net additional private and affordable dwellings by size (i.e. number of bedrooms), expressed as a number and a percentage, and compared on an annual and cumulative basis with the breakdown of need proposed in the SHMA, or the most recent updated statement of the breakdown of residual need.
An updated statement of the breakdown of residual need for private (general market) and affordable dwellings by number of bedrooms.
Details of any housing delivered catering to other groups with specific housing requirements, together with an explanation of how/whether they have contributed to the gross and net dwelling (or dwelling equivalent) total: <ul style="list-style-type: none"> • Older people; • Students; • People with disabilities; • Service families; • Travellers; • People who rent their homes; • People wishing to commission or build their own homes.
Environmental Sustainability
Per capita CO2 and total emissions in the local authority area, including the breakdown for domestic buildings; industry; transport; and Land use, land-use change, and forestry.
Per capita water consumption.
Net change in water demand within the part of Crawley which falls within the Sussex North Water Resource Zone.

These indicators as a minimum will be reported on in the council's Authority Monitoring Report. If early warning signs indicate that the Policies are failing to deliver the anticipated outcomes, the council will be in a position to put into place appropriate intervention measures. These may include:

- positive and proactive discussions with landowners and developers for individual sites;
- identifying appropriate financial support and other incentives;
- unlocking barriers to development through partnerships with infrastructure providers and funding bodies, including the Local Enterprise Partnership;
- liaison with the critical local employment groups within the borough including the Gatwick Diamond, the Local Economy Action Group and the Manor Royal Business Group.

A persistent under-delivery against these Policies will trigger the scoping of a review to the Local Plan.

For the remaining policies, the range of indicators are such that they will not all be applied and reported on in the same timeframes. For some the number of relevant applications will be so low, that even annual monitoring will not provide a balanced position, with a single application potentially distorting the averages reported.

Poor performance against these policies will trigger the review of the Policy of concern to establish the cause and identify the appropriate measures to rectify the situation, whether to improve the implementation procedures associated with the Policy in question (for example, provide additional supplementary guidance) or review the Policy.

The indicators are not intended to be an exhaustive account of matters which may be covered in the council's Authority Monitoring Report. Consideration of any policies which are not being implemented may involve analysis of matters falling outside the scope of the identified indicators, which themselves do not embrace the full scope of the requirements set out in the Plan. Analysis of important planning appeal decisions will form an important aspect of this review.

This Monitoring and Implementation Framework will itself be periodically reviewed to ensure the indicators identified remain manageable, accurate and fit for purpose over the whole Plan period.

Section 2: Local Plan Monitoring Indicators

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
<i>Overarching: Sustainable Development</i>			
Self-reported measure of people's overall health and Wellbeing.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
GP/CCG/WSCC Public Health data.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
All-age all-cause mortality rate.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
Healthy life expectancy at age 65 years.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
Total Recorded Crime.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
Rate of public place violence offences.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
Proportion of physically active adults age 19 and above.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
Percentage of Year 6 children identified to be obese.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	
Participation rate in arts and culture.	SD1, SD2	9. Promote healthy, active, cohesive and socially sustainable communities	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Wellbeing & Communities			
Character, Landscape & Development Form			
Amount of new development which achieves moderate and high density levels meeting the requirements of Compact development, providing the potential to create efficiencies in the use of other resources, including energy supply, services and transportation.	CL1, CL2, CL3, CL4, CL5	1. To mitigate climate change	
Proportion of the borough covered by up-to-date Area-Wide Character and Design Assessments.	CL2	3. Protect and enhance valued built environment and character	
Proportion of new development with appropriate layout of pathways to encourage walking and cycling.	CL3, ST1	7. Reduce car journeys and promote sustainable transport	
Average density of new residential development.	CL4	4. Decent and affordable home	
Design & Development Requirements			
Amount of trees with Tree Preservation Orders lost per annum.	DD1, DD4	6. Conserve and enhance biodiversity & landscape	
Number of trees and soft landscaping secured on site or through S106 contributions.	DD1, DD4, GI3	6. Conserve and enhance biodiversity & landscape	
Proportion of new dwellings with single aspect windows facing within 45 degrees of east, west and south.	DD3, SDC1	2. To adapt to the effects of climate change	
Heritage			
Number of Listed Buildings on the Buildings at Risk Register.	HA1, HA4	3. Protect and enhance valued built environment and character	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
The percentage of Conservation Areas with up-to-date Appraisals (i.e. last 5 years).	HA1, HA2	3. Protect and enhance valued built environment and character	
Open Space, Sport & Recreation			
Amount and type of open space, sport and recreational spaces lost/gained per annum.	OS1, OS2	6. Conserve and enhance biodiversity & landscape	
Infrastructure Provision			
Rate of residential and commercial development to be in accordance with Local Plan annualised requirements and local commercial requirements.	IN1	8. Ensure the provision of sufficient infrastructure	
Progress in delivery of critical infrastructure projects identified in Infrastructure Plan: Appendix 2 (Infrastructure Delivery Schedule), December 2023 – or future updates – alongside housing and employment development, in accordance with the Phasing Chart in the Schedule Provision of identified priority infrastructure schemes (monitored through the Community Infrastructure Levy and Infrastructure Plan):	IN1, IN2	8. Ensure the provision of sufficient infrastructure	Y
Economic Growth & Social Mobility			
Economic Growth			
Amount of new business land and floorspace delivered.	EC1	5. Maintain, support and promote diverse employment base	Y

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Losses of office floorspace to industrial/storage & distribution use and vice versa.	EC1		(Y)
Losses of office and industrial/storage & distribution floorspace to non-employment uses as compared with projected losses.	EC1		(Y)
Consented losses of office floorspace to residential use, broken down between planning permissions and prior approvals.	EC1		(Y)
Net delivery of office and industrial/storage & distribution floorspace after accounting for losses, as compared with projected delivery.	EC1		Y
Remaining Identified Employment Land supply.	EC1		(Y)
Completed loss of employment floorspace to residential use via planning permissions in main employment areas.	EC2	5. Maintain, support and promote diverse employment base	(Y)
Participation of 17 year olds in education or training.	EC5	9. Promote healthy, active, cohesive and socially sustainable communities	
Percentage of people aged 16 – 64 with no qualifications OR Percentage of people aged 16 – 74 with no (or other) Qualifications.	EC5	5. Maintain, support and promote diverse employment base 9. Promote healthy, active, cohesive and socially sustainable communities	
Working age population qualified to at least NVQ Level 4 or Higher.	EC5	5. Maintain, support and promote diverse employment base	
Gatwick Airport			
Number of passengers and staff using Gatwick Airport per annum and percentage arriving by public transport.	GAT3, ST1, ST3	7. Reduce car journeys and promote sustainable transport	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Crawley Town Centre			
Vacancy rate for ground floor commercial units in Primary Shopping Area.	TC1, TC4, TC5	5. Maintain, support and promote diverse employment base	
Completed Town Centre Neighbourhood Facilities by sqm. floorspace.	TC2	5. Maintain, support and promote diverse employment base 8. Ensure the provision of sufficient Infrastructure 9. Promote healthy, active, cohesive and socially sustainable communities	
Progress in development of Key Town Centre Opportunity Sites.	TC3		Y
Number of residential dwellings built in the Town Centre.	H2, H3c, TC3	5. Maintain, support and promote diverse employment base	
Housing			
Housing Delivery			
Plan period and housing delivery targets.	H1	4. Decent and affordable home	Y
Net additional dwellings – in previous years.	H1	4. Decent and affordable home	(Y)
Supply of ready to develop housing sites (five-year housing land supply).	H1	4. Decent and affordable home	(Y)
Housing Delivery Test Score.	H1		(Y)
Median workplace-based affordability ratio	H1	4. Decent and affordable home	
New and converted dwellings on previously developed land.	H1, H3d, H3e	4. Decent and affordable home	
Estimated number of households in housing need.	H1, H4	4. Decent and affordable home	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Meeting Housing Needs			
Mix of affordable housing delivered compared to indicative housing provision by no. of bedrooms identified in the most recent SHMA.	H4	4. Decent and affordable home	(Y)
Mix of market housing delivered compared to indicative housing provision by no. of bedrooms identified in the most recent SHMA.	H4	4. Decent and affordable home	(Y)
An updated statement of the breakdown of residual need for private (general market) and affordable dwellings by number of bedrooms.	H4		(Y)
Gross affordable housing completions.	H5	4. Decent and affordable home	Y
Net additional pitches (Gypsy and Traveller).	H8	4. Decent and affordable home	(Y)
Environmental Sustainability			
Green Infrastructure & Biodiversity			
Amount and type of development within areas designated for their nature importance.	GI1, GI2	6. Conserve and enhance biodiversity & landscape	
Hectares/percentage of land in Crawley identified as Local Wildlife Sites.	GI1, GI2	6. Conserve and enhance biodiversity & landscape	
Hectares/percentage of land in Crawley identified as Ancient Woodland.	GI1, GI2	6. Conserve and enhance biodiversity & landscape	
Number of goals within a Management Plan met in a specified time period (five years).	GI1, GI2	6. Conserve and enhance biodiversity & landscape	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Number of Management Plans renewed in a five year cycle.	GI1, GI2	6. Conserve and enhance biodiversity & landscape	
Change in areas of biodiversity importance.	GI1, GI2	6. Conserve and enhance biodiversity & landscape	
Improved Local Biodiversity – proportion of Local Sites where positive conservation has been or is being implemented.	GI1, GI2	6. Conserve and enhance biodiversity & landscape	
Number of trees and soft landscaping secured on site or through S106 contributions.	GI1, GI3	6. Conserve and enhance biodiversity & landscape	
Percentage of Biodiversity Net Gain secured from new developments.	GI1, GI3	6. Conserve and enhance biodiversity & landscape	
Sustainable Design & Construction			
CO2 reduction from Local Authority activities.	SD1, SDC1, SDC2, EP5	1. To mitigate climate change	
Per capita greenhouse gas and total emissions in the local authority area, including the breakdown for domestic buildings; industry; transport; and land use, land-use change, and forestry.	SD1, ENV6, ST1	1. To mitigate climate change	(Y)
Quantity of Residual household waste collected per household.	SD1, SD2	1. To mitigate climate change	
Proportion of household waste recycled or composted.	SD1, SD2	1. To mitigate climate change	
Per capita water consumption.	SDC3, SDC4	2. To adapt to the effects of climate change	
Net change in water demand within the part of Crawley which falls within the Sussex North Water Resource Zone.	SDC4	6. Conserve and enhance biodiversity & landscape	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Environmental Protection			
Number of planning permissions granted contrary to Environment Agency advice on flooding and water quality grounds.	EP1, EP2	2. To adapt to the effects of climate change	
Number of planning permissions where Thames Water request a drainage planning condition.	EP1, EP2	2. To adapt to the effects of climate change	
Number and Type of new noise sensitive uses in areas currently and potentially affected by unacceptable noise.	EP4	2. To adapt to the effects of climate change	
Trends in annual mean NO2.	SD1, SDC1, SDC2, EP5	2. To adapt to the effects of climate change	
Trends in annual mean PM10 concentrations.	SD1, SDC1, SDC2, EP5	2. To adapt to the effects of climate change	
Sustainable Transport			
Proportion of significant scale developments which are high or moderate density and provide appropriate public transport accessibility.	ST1	7. Reduce car journeys and promote sustainable transport	
Access to services and facilities by public transport, walking and cycling: The proportion of housing delivered on major developments which achieves the appropriate minimum densities.	ST1, ST2	7. Reduce car journeys and promote sustainable transport	
Children travelling to school – mode of transport usually used.	ST1, ST2	7. Reduce car journeys and promote sustainable transport	
Proportion of adults who do any walking or cycling, for any purpose.	ST1, ST2	7. Reduce car journeys and promote sustainable transport	

Monitoring Indicator	Local Plan Policies	Sustainability Objective	Critical indicator / statutory requirement
Quantity or extent of development where a contribution is required to fund or part-fund the delivery/improvement or expansion of sustainable transport infrastructure, and particularly in relation to significant developments.	ST1	7. Reduce car journeys and promote sustainable transport	
Number of people killed or seriously injured in road traffic accidents per 100,000.	DD1, ST1	7. Reduce car journeys and promote sustainable transport	
Change in number of publicly available Electric Vehicle Charging Points within the borough.	ST2	7. Reduce car journeys and promote sustainable transport	
Per capita and CO2 emissions from transport.	SDC1, EP5, ST1, ST2, ST3	7. Reduce car journeys and promote sustainable transport	