

## Katherine Williams

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**From:** [REDACTED]  
**Sent:** 08 September 2025 17:21  
**To:** Katherine Williams  
**Cc:** [REDACTED]  
**Subject:** Re: Burleigh Lane Crawley Down Affordable Housing

Hi Katherine,

Thank you for forwarding Nicholas Royle's response regarding affordable housing clustering.

As you know, the scheme provides 15 affordable units in total. Of these, 11 are delivered as "managed" affordable housing by a Registered Provider, while the remaining 4 are First Homes. The First Homes, although technically affordable by policy definition, are delivered and sold by the housebuilder in the same way as private homes, and are not managed by a Registered Provider.

The consultee comments suggest a conflict with the clustering policy. We take a different view, as the 11 rented units are appropriately distributed, 5 on one side of the spine road and 6 on the other. Importantly, we don't believe the First Homes should be considered in the same way as the rented affordable units, since they do not form part of the Registered Provider's managed stock.

We have explored whether the layout could be adjusted to further disperse the rented units, including the option of swapping plots 37–39 and 40–43. Unfortunately, this does not work in practice: the blocks differ in depth and height, creating new design and tree proximity issues. We have worked closely with the Urban Design Officer, and Ann has been complimentary about the current design following her requested refinements. Altering the arrangement would risk undermining that progress.

We have also consulted a number of Registered Providers on the management implications of pepper-potting such a small number of units. I will forward you their emails. Their feedback is consistent: mixing the affordable rented units with private units makes long-term management more complex and costly, and in some cases could deter them from taking the units on. To quote:

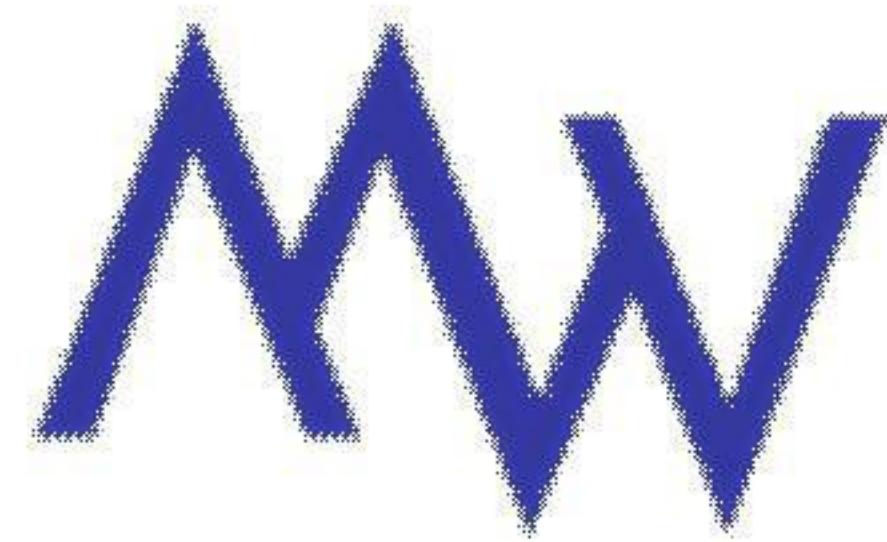
"Thank you for the email. Pepper potting, simply, causes management issues and given the relatively low number of S106 units on this site in any case, would likely to see us have to consider our interest. Clustering the S106 units would, for example, benefit the maintenance of fences etc. Pepper potting would cause issues in terms of maintenance. Our preference would undoubtedly be to parcel the S106 units together."

"Thanks for reaching out on this. It would be preferable for the units to be clustered as they are now. This provides us with a much easier management process on the site."

On this basis, we believe the submitted tenure plan strikes the right balance between good design, policy compliance, and Registered Provider deliverability.

Please let me know if you'd like to discuss further. Hopefully, we can agree that the tenure plan should remain as submitted for the reasons outlined above.

Many Thanks,  
Dan



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**From:** Katherine Williams <katherine.williams@midsussex.gov.uk>

**Sent:** Thursday, August 28, 2025 6:00 PM

**To:** [REDACTED]

**Cc:** [REDACTED]

<Ann.Biggs@midsussex.gov.uk>

**Subject:** RE: Burleigh Lane Crawley Down Affordable Housing

Dear Dan,

Thank you for your emails.

I have forwarded your previous email to Nicholas Royle for his comments, I hope to have a response before our catch up meeting tomorrow afternoon.

The Planning Policy Team comments have also been re-saved to the file and are now visible online and are attached for reference.

I am still awaiting comments from the Council's Ecologist, South East Water, and WSCC S.106 Officer; and I have chased for these comments. I will require the comments from the County before the Legal Department can be instructed on the application and I hope to have these shortly.

I look forward to discussing these matters further tomorrow.

Kind regards

Katherine Williams BSc (Hons) MSc  
Senior Planning Officer  
Mid Sussex District Council  
01444 477214  
[www.midsussex.gov.uk](http://www.midsussex.gov.uk)

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**From:** [REDACTED]  
**Sent:** 27 August 2023 10:50  
**To:** Ann Biggs <ann.biggs@midsussex.gov.uk>; Katherine Williams <katherine.williams@midsussex.gov.uk>  
**Cc:** [REDACTED]  
**Subject:** Re: Burleigh Lane Crawley Down Affordable Housing

Dear Ann and Katherine,

Did you have an opportunity to consider the below? We are ready to submit the updated information from the architects as requested by Anna and if you happy with the suggestion to address the clustering below we can also submit an updated tenure plan at the same time.

Whilst I have you:

- I assume we have not heard from the ecology consultee yet. Is it worth a chaser to them, we are also happy to chase if you have a contact.
- Are there any other consultees outstanding?
- We have not heard from MSDC with regards to getting a S106 set of heads agreed and then to make a start on the legal drafting, please can we progress this.

Also by way of an update:

- we have submitted the nature space licencing application; this will satisfy the nature space holding objection.
- our drainage consultant is making good progress with preparing the updated info for the LLFA and, none of the requests / questions are problematic.

We hope to hear from you soon,

Many Thanks,  
Dan



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**From:** Daniel Webber <[REDACTED]>  
**Sent:** Monday, August 18, 2025 7:14 PM  
**To:** Ann Biggs <[ann.biggs@midsussex.gov.uk](mailto:ann.biggs@midsussex.gov.uk)>; [katherine.williams@midsussex.gov.uk](mailto:katherine.williams@midsussex.gov.uk)  
<[katherine.williams@midsussex.gov.uk](mailto:katherine.williams@midsussex.gov.uk)>  
**Cc:** John Kennedy <[REDACTED]>  
**Subject:** Burleigh Lane Crawley Down Affordable Housing

Dear Ann and Katherine,

I know Katherine is away this week, so Ann, I have included you in this discussion as I am sure you can assist if needed.

I'm sure you are aware we have now received the MSDC Housing Enabling Officer consultation response. On the whole we can respond to all the comments positively with the exception of the point on clustering.

The site provides for 15 affordable units, with only 11 of these what I would refer to as "managed" affordable housing, delivered by a Registered Provider. The other 4 are First Homes which are essentially private sale with a discount and price cap but crucially built and sold as per all the other private homes by the house builder not the RSL.

The Consultee response references a conflict with the affordable housing clustering policy. We disagree with this as the 11 rented units are split up over 2 sides of the main spine road fairly evenly with 5 on one site and 6 on the other. As mentioned above these units are mixed with 4 the First Homes which are not traditional affordable homes as we know it as they are not owned and managed by the RSL.

We have had a look at what we can easily do to assist, and we are able to swap the tenures of plot 2 and 36 which would effectively mean a cluster of 13 Affordable Rent and First Homes, again split either side of the main spine road. The MSDC policy allows a cluster of 12 where flats are involved therefore, we are 1 unit over the policy and only if our 1<sup>st</sup> Homes point as detailed above is not accepted.

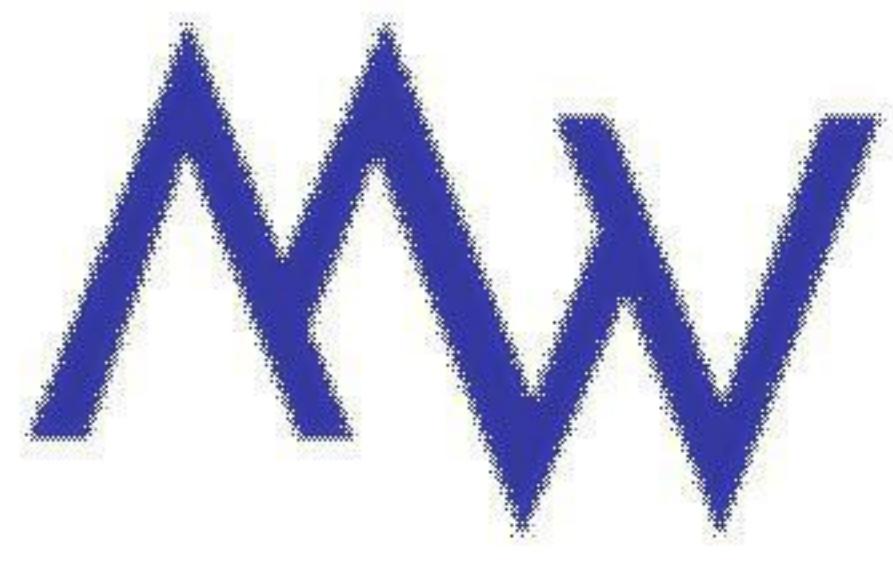
Given the size of the site only being 48 units and the requirement of MSDC for smaller affordable dwellings it's not that easy to provide 2 separate clusters without a quite radical re-design on a scheme that everyone has had input into and are very pleased with. Notwithstanding the fact an RP would likely want 11 affordable rent units in one cluster. I hope you are able to agree to this position as it will allow us to continue with the existing site layout design, which works to all the technical standards and comes with the support of your design team and urban design manager.

I look forward to your thoughts on this one and will hold fire on a formal response to the Housing Enabling Officer until we hear from you on this clustering point.

For ease I attach the SOA, site layout/tenure plan and the Enabling Officer comments.

Many thanks in advance,

Dan

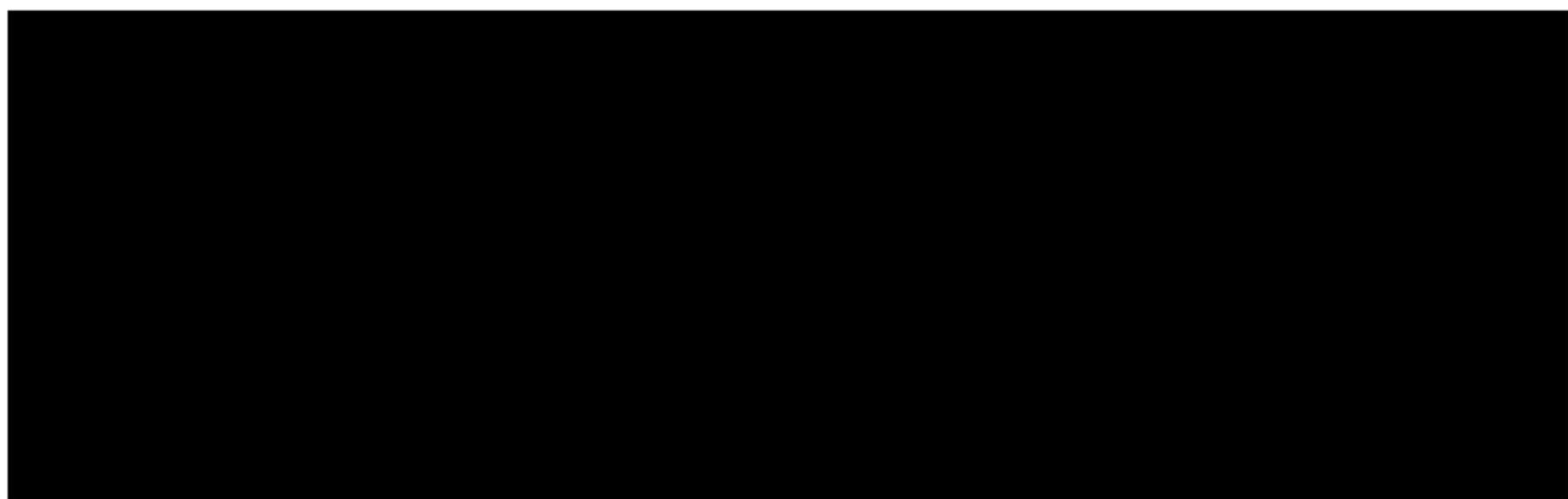


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