

# **ADUR LOCAL DEVELOPMENT SCHEME**

**2018-2020**

**ADUR DISTRICT COUNCIL**



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***This Local Development Scheme has been prepared in accordance with the requirements of the Planning and Compulsory Purchase Act 2004.***

***Adur District Council – April 2018***

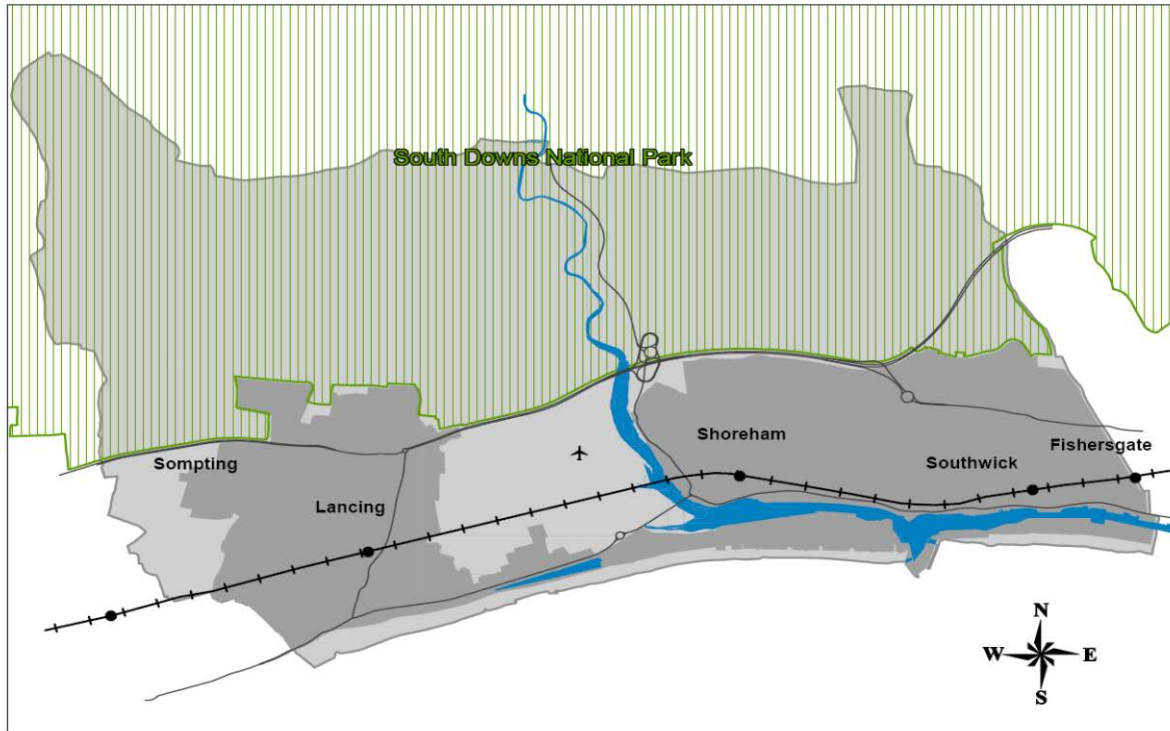
***[www.adur-worthing.gov.uk](http://www.adur-worthing.gov.uk)***

## 1. INTRODUCTION

- 1.1 The Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare and maintain a Local Development Scheme (LDS). This LDS provides the starting point for the local community to find out what the current planning policies are for the area and sets out the Council's programme for the preparation of new policies and guidance over the next three years (2018 –2020).
- 1.2 This LDS updates and replaces the Adur Local Development Scheme 2016 – 18 and reflects revisions made to the work programme as well as the adoption of the Adur Local Plan in December 2017. It also provides information on the Development Plan Documents and Supplementary Planning Documents that the Council intends to produce, the timetable for their preparation and revision, resources available for preparing the Local Development Framework (the collective name for these planning documents), and the Local Planning Authority's proposals for monitoring the LDF.
- 1.3 In 2008, Adur and Worthing Councils formally approved a programme for undertaking services on a partnership basis. Adur District Council and Worthing Borough Council services merged in 2010. Opportunities for joint working and greater partnership arrangements will be sought, for example through the preparation of joint SPDs or guidance, where relevant.

### **Geographical Coverage of the Adur Local Plan**

- 1.4 On 12th November 2009 an order confirming the designation of the South Downs National Park was signed by the Secretary of State for Environment, Food and Rural Affairs (DEFRA). Much of Adur's countryside was previously designated as an Area of Outstanding Natural Beauty (AONB), but the AONB designation has now been removed and the majority of what was once the Sussex Downs AONB has now become part of the South Downs National Park (see plan) as of April 2010. The South Downs National Park Authority (SDNPA) took on full powers from April 2011 and will produce its own LDF and Local Plan DPD in due course, which will set planning policy for all areas within the South Downs National Park boundary. As a consequence, the Adur Local Plan and subsequent LDF documents will not cover that part of Adur District which lies within the National Park.



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**Map of Adur District, showing area within South Downs National Park (vertical stripes), and remaining area within planning remit of Adur District Council (in grey).**

### **The Current Adur Development Plan**

- 1.5 On publication of this LDS in 2018, the Development Plan consists of:
- The Adur Local Plan 2017.
  - The saved policies of the West Sussex Minerals Plan 2003.
  - The West Sussex Waste Local Plan 2014
- 1.6 West Sussex County Council is responsible for preparing statutory land use plans for minerals and waste. Adopted sites have been identified and safeguarded in the West Sussex Minerals Local Plan 2003. Proposals for development should have regard to the defined County Minerals Safeguarding Area and Minerals Consultation Area guidance and policy produced by West Sussex County Council. Preparation of site plans will require liaison with WSCC at an early stage to ensure that any potential minerals interests are fully considered in planning development. An updated West Sussex Minerals Local Plan is being progressed jointly by West Sussex County Council and the South Downs National Park Authority and was submitted to the Secretary of State in June 2017, with a public examination held during September 2017
- 1.7 The County Council has prepared a Waste Local Plan jointly with the South Downs National Park Authority, adopted April 2014.

### **Supplementary Planning Guidance**

- 1.8 Adur District Council has a number of Supplementary Planning Documents and other documents which are regarded as being a material consideration in the determination of planning applications. These are listed in Appendix 1.

### **Shoreham Harbour**

- 1.9 Adur District Council is working in partnership with Brighton & Hove City Council, West Sussex County Council and Shoreham Port Authority to regenerate Shoreham Harbour and surrounding areas. The partnership's strategy to deliver this regeneration is set out in the Shoreham Harbour Joint Area Action Plan (JAAP). The plan includes proposals and policies for new homes and employment space; and for upgraded flood defences, recreational and community facilities, sustainable travel, environmental and green infrastructure improvements.
- 1.10 The JAAP will be submitted to the Secretary of State for independent examination in May 2018. The JAAP will be formally adopted by all three authorities as a local plan (also referred to as a Development Plan Document as defined in the Planning and Compulsory Purchase Act 2004).

- 1.11 The Proposed Submission Shoreham Harbour JAAP was published in November 2017 for representations under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. This plan sets out the vision and strategic objectives, the policies and the proposed site allocations. In this plan, the authorities have sought to address the points raised in the consultations on the Draft JAAP carried out under Regulation 18, and points raised in engagement with consultees. Until Shoreham Harbour JAAP is adopted, the policies in the Proposed Submission Shoreham Harbour JAAP will be accorded significant weight in the determination of planning applications.
- 1.12 In 2013, Adur District Council adopted a development brief for the Western Harbour Arm – one of the key areas of change in the Shoreham Harbour Regeneration Area. The Development Brief provides detailed planning guidance and principles for the area between Adur Ferry Bridge and Kingston Beach until the Joint Area Action Plan for Shoreham Harbour is adopted. Although it is not a formal Supplementary Planning Document, the Development Brief is a material consideration when determining planning applications in the area. See Appendix 2 for more details.
- 1.13 The Partnership has also prepared a Flood Risk Management Guide Supplementary Planning Document. The SPD was adopted by the Council in October 2015. The SPD identifies requirements for new and improved flood defences and flood adaptation measures. It will sit alongside the Joint Area Action Plan. This will aid developers in delivering flood defence and mitigation measures, and will ensure a consistent approach to flood defence across the regeneration area. This guidance will be updated in 2019.

### **Adur and Worthing Statement of Community Involvement**

- 1.14 On 6<sup>th</sup> December 2012 Adur District Council and Worthing Borough Council adopted a joint Statement of Community Involvement (SCI). This sets out the consultation procedures for the Local Development Framework, as well as planning applications. The document can be viewed on the Councils website. The SCI will be updated in due course to reflect revised Government guidance.

## 2. ADUR LOCAL DEVELOPMENT DOCUMENTS - TIMETABLE

- 2.1 The following sets out the Local Development Documents to be prepared by the Council up to 2020. Appendix 3 contains a schedule of the proposed LDDs setting out their roles, conformity requirements and main milestones to adoption. These documents are prepared under the Town and Country Planning (Local Planning) (England) Regulations 2012.

### **Adur Local Plan**

- 2.2 The Adur Local Plan 2017 was adopted on 14<sup>th</sup> December 2017 and covers the period 2011-2032 with a commitment to review or partially review the Plan within 5 years. The Adur Local Plan sets out a strategy for development in that part of Adur which lies outside of the South Downs National Park. It also forms the context for future neighbourhood planning in Adur. It sets out the vision and objectives for the plan area, place-based site specific policies (including site allocations) and development management policies.
- 2.3 Although there is a commitment to review the Plan within 5 years, there is no formal timetable for this work as yet. It is likely that evidence work to support the Local Plan review would commence in early 2020. However, the Government is likely to publish a revised National Planning Policy Framework (NPPF) in summer 2018. There may be a need to review certain Local Plan policies (particularly those relating to housing relating to affordable housing) in advance of a formal review of the Local Plan, depending on the content of the published NPPF.

### **Joint Area Action Plan for Shoreham Harbour**

- 2.4 The Adur Local Plan (and Brighton & Hove City Plan Part One) indicates Shoreham Harbour and immediately surrounding areas as a broad location for a significant amount of new jobs, homes and leisure facilities to secure the regeneration of the Shoreham Harbour area. To help deliver this regeneration and associated infrastructure, Shoreham Harbour Regeneration Partnership is producing a Joint Area Action Plan.
- 2.5 The Joint Area Action Plan is being prepared in parallel with a Sustainability Appraisal process, incorporating the requirements of the Strategic Environmental Assessment Directive. This will ensure that decision-makers are fully informed of the sustainability aspects of the plans, and that the environmental, economic and social impacts have been considered. The Joint Area Action Plan will need to be consistent with the Adur Local Plan and Brighton & Hove City Plan, as well as national policy. The timetable takes account of the following:

- The number of partners (agencies, bodies and local authorities) involved in the preparation of the Joint Area Action Plan.
- The size and complexity of the Shoreham Harbour area.
- The need to ensure that stakeholders and the local community have sufficient opportunity to be involved in the preparation of the Joint Area Action Plan.

2.6 This document will cover the Shoreham Harbour Regeneration Area. Please also see the Western Harbour Arm Development Brief referred to in Appendix 2. Consultation on a Draft JAAP (under Regulation 18) was undertaken February–April 2014. A second consultation on a revised JAAP was undertaken December 2016-February 2017. The JAAP was published for formal responses November – December 2017.

Submit to Secretary Of State	May 2018
Public Hearing	July 2018
Receive Inspectors Report	October 2018
Adoption	January 2019

### **Gypsy and Traveller DPD**

2.7 The Adur Local Plan 2017 addresses the current need for Gypsies and Travellers pitches as identified in the Gypsy and Traveller Accommodation Needs Assessment (GTAA) 2013. It does not address the need for a single plot to meet the accommodation needs of Travelling Showpeople. The GTAA is currently being updated in response to changes to the definition of Gypsies and Travellers in the Government document “Planning Policy for Traveller Sites” (2015). The GTAA is anticipated to be published in January/February 2018 and will cover the period to 2036. If pitches for Gypsies and Travellers and Travelling Showpeople are required, this will be addressed through a Gypsy and Traveller and Travelling Showpeople DPD and a timetable will be provided in an update to the LDS.



### 3. SUPPLEMENTARY PLANNING DOCUMENTS

- 3.1 Supplementary Planning Documents (SPD) do not themselves determine policy, but instead give greater detail on the policies within the Local Plan, other DPDs or other higher level policy documents, and explain how they will be applied. These SPDs will be prepared under the Town and Country Planning (Local Planning) (England) Regulations 2012.

#### Guidance on Infrastructure Provision SPD

- 3.2 The Council has taken the decision not to adopt the Community Infrastructure Levy pending an alternative approach to infrastructure contributions is introduced by the government. Until this time s106 planning obligations will continue to be used. This SPD will provide more guidance on the use of s106s, and will support the delivery of infrastructure policies in the Local Plan. It will cover the Adur Local Plan area – that is, that part of Adur which lies outside of the South Downs National Park.
- 3.3 An interim guidance note has been produced (Planning Guidance for Infrastructure Provision July 2013) to give clarity as to how infrastructure is to be provided as part of development proposals in line with the Adur Local Plan and the National Planning Policy Framework until the SPD is adopted.
- 3.4 Due to the need to carry out further evidence work and the recent publication of the Draft National Planning Policy Framework, work on the SPD will not commence until early 2019. However, the existing Interim Guidance Note will be updated in 2018.

Preparation, Information Gathering and Stakeholder Input	Early 2019
Consultation on Draft Document	June-July 2019
Adoption	September 2019

#### Affordable Housing SPD

- 3.5 Adur has a high level of need for affordable housing. The purpose of this SPD is to provide more guidance on how Policy 21: Affordable Housing of the Adur Local Plan 2017 will be implemented in order to deliver affordable homes and help provide mixed and sustainable communities.

- 3.6 However, due to the current review of the National Planning Policy Framework in 2018, which is likely to propose changes to affordable housing policy and consequently a potential review of Policy 21, no timetable has been agreed for the production of this SPD.
- 3.7 Depending on future timetabling of the Affordable Housing SPD, consideration will be given to incorporating its requirements within the Infrastructure Provision SPD referred to above.

**Shoreham Harbour Flood Risk Management Guide SPD**

3.8 The Shoreham Harbour Flood Risk Management Guide SPD was jointly adopted by Adur District Council and Brighton & Hove City Council in 2013. The SPD was developed to ensure a consistent approach to flood defence infrastructure delivery in the Shoreham Harbour Regeneration Area. It aids developers of sites allocated in the Shoreham Harbour JAAP to identify the flood defence and mitigation measures required to demonstrate that a development will be safe for its lifetime and that flood risk has been reduced. Since the SPD's adoption, wider policy and guidance has continued to evolve. The Councils will therefore prepare a factual update to ensure the SPD remains up to date.

Preparation, Information Gathering and Stakeholder Input	September – October 2018
Consultation on Draft Document	December 2018 – January 2019
Adoption	March 2019

**Green Infrastructure SPD**

3.9 The Green Infrastructure SPD will look at the multiple functions of the Green Infrastructure network. It will provide a strategy for linking both existing and future open space provision through a network of green corridors. This SPD will support and facilitate the implementation of the Local Plan policy on green infrastructure. There may be benefits in undertaking this DPD jointly with Worthing Borough Council. If resources allow, this SPD may be brought forward earlier. It will cover the Adur Local Plan area – that is, that part of Adur which lies outside of the South Downs National Park.

Preparation, Information Gathering and Stakeholder Input	Jan/Feb 2019
Consultation on Draft Document	June- July 2019
Adoption	September 2019

### Demonstrating Genuine Redundancy of Employment Sites SPD

- 3.10 This SPD will support Policy 25 in the Local Plan which seeks to ensure that employment sites are developed for alternative uses only when they are demonstrated to be no longer required for employment use. This is intended to ensure a sufficient supply of appropriate and suitable employment sites in Adur. This SPD will support the implementation of the Local Plan policy. It will cover the Adur Local Plan area – that is, that part of Adur which lies outside of the South Downs National Park.

Preparation, Information Gathering and Stakeholder Input	May-June 2018
Consultation on Draft Document	July- August 2018
Adoption	October 2018

## 4. OTHER DOCUMENTS

### **Policies Map**

- 4.1 The Policies Map forms part of the adopted Adur District Local Plan 2017 and will be updated when subsequent DPDs are adopted. It identifies policy designations and proposals, sites allocated for particular land uses, development proposals identified in the DPDs, and will set out the areas to which specific policies apply. It will be revised when the Shoreham Harbour Joint Area Action Plan DPD is adopted in order to reflect its policies.

### **Houseboats Guidance**

- 4.2 The existing Good Practice Guide produced by Adur District Council will be updated. This will advise on appropriate types of development and change, and give advice and information as nature conservation, land drainage, flood risk management and pollution issues. Publication is anticipated early 2019.

### **Technical Guidance Note: Renewable Energy**

- 4.3 A guidance note to clarify and amplify the requirements of Policy 19 of the adopted Adur Local Plan, on decentralised energy, stand-alone energy schemes and renewable energy will be produced.

### **Neighbourhood Plans**

- 4.4 The Localism Act 2011 introduced reforms to the planning system which enables the creation of Neighbourhood Plans. Two Neighbourhood Plans are currently being progressed in Adur:

#### **Sompting Neighbourhood Plan**

- 4.5 Sompting Parish Council is preparing a Neighbourhood Plan. A decision was made on 17 December 2012 by Adur District Council in liaison with the South Downs National Park Authority to approve the Neighbourhood Plan area. A pre-submission version of the Sompting Parish Neighbourhood Plan was published for consultation between 18<sup>th</sup> May and 30<sup>th</sup> June 2015. The Draft Sompting Neighbourhood Plan was published for consultation under Regulation 16 of the Neighbourhood Planning (General) Regulations 2012 from 19<sup>th</sup> February – midnight 22<sup>nd</sup> April 2018. Further information can be found on the Sompting Parish Council website.

### **Shoreham Beach Neighbourhood Plan**

- 4.6 Shoreham Beach residents applied to the Council for a Neighbourhood Plan Area and Forum. A decision was made on 20<sup>th</sup> November 2014 by Adur District Council to approve the Shoreham Beach neighbourhood area and designate the Shoreham Beach neighbourhood forum in relation to this area. A Neighbourhood Plan is currently being prepared. Further information can be found on the Shoreham Beach Neighbourhood Forum website.

### **4.7 Shoreham Harbour Sustainability Statements Guidance Note**

The current Shoreham Harbour Sustainability Statements Guidance Note was adopted in July 2013, and gives guidance to inform pre-application discussions and planning decisions on sustainability matters. It will be updated in autumn 2018.

## **5. OTHER INFORMATION**

### **Monitoring and Review – The Annual Monitoring Report**

- 5.1 The Council is currently required to monitor annually the effectiveness of policies and proposals within the Local Development Framework. The monitoring period for Adur will cover the period 1st April – 31st March and will be published before 31 December each year until further notice. This will address a range of issues including whether the milestones set out in the LDS are being met, and if not, the reasons why.
- 5.2 As a result of monitoring, the Council will consider what changes, if any, need to be made to planning policy and will bring forward such changes through the review of the Local Development Scheme.
- 5.3 Whilst the Council will keep to the timetables agreed in the LDS, in exceptional circumstances it may be appropriate to prepare revisions, for example if there is an urgent need to prepare an SPD or if there is slippage in the production of a document (for example as a result of new planning guidance being issued). In these circumstances, real time information will be made available on the Council's web site.

### **Risk Assessment**

- 5.4 Contingency arrangements will need to be put in place in the event that insufficient resources are available to progress the LDF documents in line with this LDS as follows:

- Staff resources - In order to ensure that the core work is focused on the LDF, other work of the team (such as responding to Government consultation documents, conservation work and transport matters) may need to have a lower priority at certain times.
- Consultants may be contracted for certain aspects of technical work.
- Working in partnership with Worthing Borough Council (see above) enables joint use of staff resources and work processes, giving greater flexibility in terms of workload. Also joint working with other local authorities with regard to evidence gathering and cross-boundary issues, where appropriate, will help to reduce costs.
- Working with advisory groups such as the Planning Advisory Service and liaison with the Planning Inspectorate when appropriate will seek to ensure procedural matters are carried out correctly, help in developing sound DPDs, and reduce the risks of legal challenge. Liaison with other local planning authorities will assist in sharing ideas and developing best practice.

### **Publication of Documents**

- 5.5 DPDs including the Local Plan, as well as SPDs and the SCI will be made available on the Adur and Worthing Councils website.

### **Revisions to the Adur Local Development Scheme**

- 5.6 This Adur Local Development Scheme replaces the Adur Local Development Scheme 2016-2018. Key changes from the LDS 2016-2018 are as follows:

#### **Revisions:**

- The Adur Local Plan has now been adopted.
- Shoreham Harbour Joint Area Action Plan – revised
- Adur SPDs – timetables revised as a result of adoption of the Adur Local Plan.
- A new Affordable Housing SPD may be produced.
- Reference to updating the Shoreham Harbour Flood Guidance SPD and Shoreham Harbour Sustainability Statement Guidance Note has been added

**Deletions:**

- Open Space Standards SPD – rather than produce a separate SPD, advice on the requirements for on-site provision of various forms of open space and in what circumstances an off-site contribution might be acceptable, will be incorporated in the Infrastructure Provision SPD.
- Adur Community Infrastructure Levy – a decision has been taken by the Council not to proceed with CIL and the timetable has therefore been deleted.

## Appendix 1

### Current Supplementary Planning Guidance

This table lists the Supplementary Planning Guidance documents produced by Adur District Council will regard as being a material consideration in the determining of planning applications, and how they relate to proposed Supplementary Planning Documents.

Title of Supplementary Planning Guidance	Date Adopted	Description of Document	Proposed to be replaced or updated?
Development Management Standard No. 1: Space Around New Dwellings and Flats	Sept 1990  Updated: Sept 1994 April 1996 Updated again January 2018	This document sets out the Council's minimum standards for residential development. It is largely aimed at the provision of dwelling houses and flats on infill and redevelopment sites	This document will remain a material consideration in the determining of planning applications.
Development Management Control Standard No. 2: Extensions and Alterations to Dwellings	Sept 1990  Updated: Sept 1994 April 1996 Updated January 2018	This document sets out the principles used by the Council when assessing planning applications for extensions or alterations to houses or bungalows	This document will remain a material consideration in the determining of planning applications.
Flood Risk Management Guide SPD	2015	The Partnership has prepared a Flood Risk Management Guide SPD which identifies requirements for new and improved flood defences and flood adaptation measures. It will sit alongside the JAAP and aid developers in delivering flood defence mitigation	See above for the timetable to update this SPD.



		measures and ensure a consistent approach to flood defences across the regeneration area.	
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**Appendix 2:** This table lists the documents which the Council regards as being a material planning consideration in the determining of planning applications. They have not, however, been formally adopted as Supplementary Planning Guidance.

Title of Document	Date Adopted	Description of Document	Proposed to be replaced or updated?
Design Bulletin No. 1: Shopfronts	July 1991  Revised April 1996	Sets out design advice for shopfronts in the Shoreham by Sea conservation area	This document will remain a planning consideration and be updated by the end of 2018.
Design Bulletins No 2: Development Involving Horses in the Countryside	Sept. 1994  Revised April 1996	Sets out advice and guidance which will be used by the Council when determining planning applications	This document will remain a planning consideration and be updated by the end of 2018
Design Bulletin No 3: Shopfront Security	1998	Describes the range of shopfront security devices which the Council considers to be acceptable in Adur	This document will remain a planning consideration and be updated by the end of 2018
Shoreham Renaissance	2006	A strategy for the regeneration of Shoreham town centre to achieve a sustainable community with social, economic and environmental sustainability.	Please note that some site-specific details have been superseded, although other projects/ objectives are ongoing.
Shoreham Harbour Interim Planning Guidance	August 2011	Aims to provide prospective applicants with a summary of the existing planning policy framework for Shoreham Harbour, and to provide an overview of future development priorities for the Shoreham Harbour area.	This document will remain a material planning consideration until the Shoreham Harbour JAAP is adopted.
Good Practice Guidance for	May 2007	Sets out advice and guidance	This document will remain a planning consideration and

Houseboats		to advise existing and future houseboat owners on the type of development and changes which are appropriate to the houseboats.	be updated by the end of 2018
Interim Planning Guidance Note Planning Guidance for Infrastructure Provision	July 2013	This gives advice as to the contributions required towards new infrastructure provision to serve new development under existing saved policies. This includes affordable housing and refers to guidance from West Sussex County Council regarding parking standards.	In due course will be replaced by proposed SPD: Guidance on Infrastructure Provision.
Western Harbour Arm Development Brief	July 2013	The Development Brief provides detailed planning guidance for the area between Adur Ferry Bridge and Kingston Beach until the Joint Area Action Plan for Shoreham Harbour is completed. It includes the following proposals for the area: <ul style="list-style-type: none"> <li>• Release of sites for a residential-led mix of uses</li> <li>• Delivery of new employment floorspace</li> <li>• Delivery of a new waterfront route with cycle way</li> <li>• Opportunities for new leisure, visitor and ancillary retail uses</li> <li>• Improved connections and streetscape along Brighton Road (A259)</li> </ul>	Will remain a material consideration in the determination of planning applications until the Joint Area Action Plan is adopted.

		<p>corridor</p> <ul style="list-style-type: none"> <li>• New public open spaces and landscaping</li> <li>• Flood Risk Management Strategy</li> </ul> <p>These proposals are supported by guiding principles that will be applied to development proposals in the brief area structured around the overarching harbour-wide strategic objectives.</p> <p>Please note that a separate Development Brief was prepared by the Partnership for South Portslade Industrial Estate and Aldrington Basin in Brighton &amp; Hove</p>	
Shoreham Harbour Sustainability Statements Guidance Note	July 2013	The Shoreham Harbour Interim Planning Guidance and Western Harbour Arm Development Brief require development proposals within the Shoreham Harbour Regeneration Area in Adur to be accompanied by a Sustainability Statement. This Guidance Note informs pre-application discussions and planning decisions.	This is intended to be an evolving document which will be updated periodically to reflect changes in the planning policy framework. See above regarding timetable for production of updated version.

### Appendix 3: Key Milestones – DPDs and SPDs only (please see above for other documents)

	2018												2019												2020															
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D				
Shoreham Harbour JAAP – DPD																																								
Guidance on Infrastructure Provision - SPD																																								
Green Infrastructure SPD																																								
Shoreham Harbour Flood Guidance SPD																																								
Demonstrating genuine redundancy of employment sites SPD																																								
Gypsy and Traveller DPD: Need not yet confirmed – see Part Two above.																																								
Affordable Housing SPD – May be incorporated into Guidance on Infrastructure Provision SPD – see Part Three above.																																								

	SPD Stakeholder Engagement/ Consultation		Regulation 19 Publication (DPD's)		Inspectors Report (DPD)
	Submission (DPD)		Adoption (all documents)		Examination (Hearing) (DPDs)

Please note:

- Resources may need to be reallocated subject to development of any further Neighbourhood Plans in Adur.

- This table indicates only those DPDs, SPDs being prepared by the Adur and Worthing Planning Policy team and the Shoreham Harbour Regeneration team. Other documents being led by other officers/ organisations are not indicated here.