



Decision to be made on or after 17 May 2013

Ward: District-wide (excluding SDNP)

Adur Local Development Scheme 2013-16

Report by the Executive Head of Planning, Regeneration and Wellbeing

1.0 Summary

1.1 This report recommends:

1.2 a revised timetable for the emerging Adur Local Plan (Attached as Appendix 2);

1.3 a revised Adur Local Development Scheme (Appendix 3); and

1.4 in order to facilitate the expedient progression of the Adur Local Plan and other Development Plan Documents, this report also recommends that the Cabinet Member for Regeneration delegates powers to the Executive Head of Planning, Regeneration and Wellbeing in consultation with the Cabinet Member for Regeneration the following :

I. to agree any future revisions to the timetables of the Adur Local Plan or other Development Plan Documents within the Adur Local Development Scheme, the addition of any new Development Plan Documents (DPDs), and the deletion of any DPDs; and

II. to agree any future revisions to the timetables of Supplementary Planning Documents, or any other documents within the Adur Local Development Scheme, or their addition or deletion from the Local Development Scheme; and

III. to agree any changes to the Community Infrastructure Levy timetable.

1.5 However it should be noted that any draft plan that is required to be sent to the Secretary of State for approval requires Full Council approval (and would be taken to Adur Planning Committee and Adur Cabinet beforehand).

2.0 Background

2.1 Planning Regulations require the preparation of a Local Development Scheme (LDS). (An LDS is a document which identifies and describes the Local Development Documents to be produced, and prescribes the timetable for their preparation and revision). The Government has removed much of the detailed regulatory process around LDS production through provisions in the Localism Act

2011 to amend the relevant parts of the Planning and Compulsory Purchase Act 2004. Although Local Planning Authorities are still required to produce a LDS, there is no requirement to submit it to Government for formal endorsement. The LDS must be made publicly available so that the local community and stakeholders are clear about the preparation of the Local Development Framework (the collection of planning documents, which includes the Local Plan). The Adur LDS includes information relating to the preparation of Development Plan Documents and Supplementary Planning Documents (SPDs).

- 2.2 In addition the LDS contains a timetable for the preparation of a Community Infrastructure Levy Charging Schedule for Adur.

3.0 Proposals

Development Plan Documents (DPDs)

- 3.1 The Local Development Scheme contains several Development Plan Documents, which will contain policies by which planning decisions will be made. The most important of these is the Local Plan, which will create the overall planning framework for Adur (that part which lies outside of the South Downs National Park – the South Downs National Park Authority are preparing a Local Plan for the National Park) and will be used in conjunction with the National Planning Policy Framework. The amended Local Plan timetable has had a ‘knock-on’ effect on other documents; as a result the LDS has now been amended to reflect this, and therefore now covers the period up to early 2016.
- 3.2 The decision to consult on a second regulation 18 (Revised Draft) version of the emerging Adur Local Plan (to allow for further consultation rather than proceed straight to submission, and to take account of further emerging evidence) rather than proceed straight to a Regulation 19 ‘pre-submission’ version impacted on the Local Plan preparation timetable. It had been intended to undertake this further consultation exercise in June-July 2013. However, due to outstanding issues on strategic sites which require resolution prior to consultation this has been further postponed, and will now commence in September 2013. The remainder of the Adur Local Plan timetable has been amended to take this change into account. As a result publication of the pre-submission version of the Local Plan (under Regulation 19) is anticipated in May-June 2014, submission in August 2014; Examination in November 2014 and adoption is anticipated in February 2015. (The previous LDS anticipated adoption in April 2014). The LDS has been amended to reflect these changes. In addition the Local Plan Proposals Map will be produced once the Local Plan is adopted, and amended when the DPDs discussed below are subsequently adopted.
- 3.3 The timetable for the production of the Shoreham Harbour Joint Area Action Plan (JAAP) has also been amended since the previous LDS was agreed. It is anticipated that public consultation (regulation 18) on the Draft Joint Area Action Plan will be undertaken in January – March 2014; publication of a pre-submission version September – October 2014, and adoption is now anticipated in June 2015. The Western Arm Development Brief has been added to the LDS; see paragraph 3.7 below.

- 3.4 The LDS includes a proposed Gypsy and Traveller Development Plan document, which will address the accommodation needs of Gypsies, Travellers and Travelling Showpeople. The LDS now refers to a Regulation 18 consultation exercise in March-April 2015, publication of a pre-submission version (under Regulation 19) in June- July 2015, submission in September 2015 with examination anticipated in November 2015 and adoption in February 2016. This indicates a delay from the timetable indicated in the previous LDS (which anticipated adoption in July 2015), due to the impact of the revised Local Plan timetable (although it is proposed to shorten the overall production period). However it should be noted that following the completion of the Coastal West Sussex Gypsy and Traveller Accommodation Assessment in 2013 any accommodation needs arising may be addressed through the Local Plan process or through engagement with other authorities in the sub-region and this DPD may no longer be required.

Supplementary Planning Documents

- 3.5 Supplementary Planning Documents differ from DPDs in that they do not themselves determine policy, but give greater detail on the policies in DPDs or other higher level policy documents and how they will be applied. SPDs do not require examination. The Adur LDS contains the following:

- Guidance on Infrastructure Provision SPD: This document will be used to set out how and when planning obligations will be required. This document will be developed in conjunction with the CIL Charging Schedule, and therefore the timetable of this document has been amended to reflect changes to the CIL timetable resulting from changes to Regulations (see below). The new timetable anticipates adoption in March 2015 rather than Autumn 2014 as stated in the current adopted LDS.
- Sustainable Design and Construction SPD: This has been pushed back to reflect the later adoption of the Local Plan. Adoption is now anticipated in July 2015 (previously anticipated December 2014).
- Green Infrastructure and Open Space SPD: This has also been pushed back to reflect the later adoption of the Local Plan. Adoption is now anticipated in July 2015 (previously anticipated in December 2014).
- Internal and External Space Standards for New Homes SPD: This timetable anticipates adoption in September 2015 (previously anticipated in September 2014).
- Demonstrating Genuine Redundancy of Employment Sites SPD: The timetable has been amended to reflect adoption in July 2015, rather than September 2014 as previously indicated. However it should be noted that the Government has recently consulted on proposed changes to the Use Class Order which would, if enacted, affect requirements for planning permission for certain employment sites and buildings. As a result, if such changes are enacted, the proposed timetable may need amendment, or the SPD may no longer be required.

Other Documents:

- 3.6 The Community Infrastructure Levy: Although the Community Infrastructure Levy (CIL) Charging Schedule is not a DPD it requires examination. The CIL timetable has also been amended to reflect recent changes to the relevant regulations. In addition, the Government is currently consulting on extending the transition period for limitations on the use of pooled planning obligations from April 2014 to April 2015 to allow Charging Authorities more time to take into account existing and proposed reforms. If these proposals are put into effect, more time will therefore be available to put a CIL scheme into place. In addition, changes to the regulations have amended the detailed workings of the scheme – for example, in relation to strategic sites - and the system has arguably become more complex. The revised timetable proposed in the LDS therefore allows more time to take account of these changes. The previous LDS anticipated adoption in August 2014, whereas the proposed revisions anticipate adoption March 2015.
- 3.7 A new item has been added, which relates to the preparation of a Development Brief for the Western Harbour Arm, which forms part of the Shoreham Harbour Regeneration Area. This was subject to public consultation from January – March 2013 and is intended to be adopted by the Council as planning guidance in summer 2013. Although it is not a formal Supplementary Planning Document the Development Brief will be a material consideration when determining planning applications in the area. It will also form a significant part of the technical background evidence which is informing the on-going preparation of the Joint Area Action Plan.
- 3.8 In addition, the Council is advising and assisting Sompting Parish Council and the community with the preparation of the Sompting Neighbourhood Plan, which will cover Sompting Parish. This process is being led by the Parish Council; therefore a timetable has not been included in the LDS.
- 3.9 Houseboats Guidance: This is a new item, not included in previous versions of the LDS. This will update the existing Good Practise Guide for Houseboats produced by the Council. The document will advise on appropriate types of development and change, and give advice and information on nature conservation, land drainage, flood risk management and pollution issues in relation to houseboats. The LDS proposes that this document will be adopted in summer 2015.
- 3.10 Noise Guidance and Air Quality Guidance. These two Sussex-wide guidance notes are currently being produced by Environmental Health officers, in order to give guidance on air quality and noise matters in relation to planning applications. It is anticipated that they will be adopted at the end of 2013.
- 3.11 Since the last LDS was adopted in October 2012, the joint Adur and Worthing Statement of Community Involvement was adopted on 6th December 2012. This item has therefore been removed from the Local Development Scheme.
- 3.12 The previous LDS indicated that a Strategy for Adur's Heritage Assets might be produced in the future, but beyond the timescale of that LDS (up to 2015). However, indications are that the requirements for such a strategy are likely to be met through

policies within the emerging Local Plan; as a result, this strategy is not referred to or programmed within this revised LDS.

- 3.13 It should be noted that it may be necessary to amend the LDS in the future in response to legislative changes or to reflect resource issues. Some documents may be able to be produced earlier should additional resources allow.

Delegation of Powers

- 3.14 It is proposed that in the interests of expediency, powers of delegation are passed to the Executive Head of Planning, Regeneration and Wellbeing in order that future revisions to the LDS may be taken by that person in consultation with the Cabinet Member. However this relates only to the timetables of DPDs and other documents; the inclusion of new documents, or the deletion of existing. The content of any constituent document within the LDS which requires submission to the Secretary of State would still require Full Council approval beforehand.

4.0 Legal

- 4.1 The LDS has been prepared in accordance with the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011 and the Town and Country Planning (Local Planning) (England) Regulations 2012. As a result of the Localism Act 2011, Local Planning Authorities no longer have to submit Local Development Schemes to the Secretary of State. However, section 15 Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires that there is a relevant Council resolution before an authority's LDS may be put into effect; and that the resolution must state the date in which the Scheme will come into effect.
- 4.2 The newly inserted Section 15(9A) of the Planning and Compulsory Purchase Act 2004, also requires the Local Planning Authority to make the following available to the public—
- (a) the up-to-date text of the scheme,
 - (b) a copy of any amendments made to the scheme, and
 - (c) up-to-date information showing the state of the authority's compliance (or non-compliance) with the timetable mentioned in subsection.

5.0 Financial implications

- 5.1 The production of the documents as timetabled in the LDS are to be funded by the existing service budget.

6.0 Recommendation

It is recommended that:

- 6.1) That changes from the previous Adur Local Development Scheme as outlined in this report are noted
- 6.2) The revised timetable to progress the Adur Local Development Scheme as shown in the report/ appendix (incorporating amendments to the timetable of the Adur

Local Plan) is agreed by the Cabinet Member for Regeneration and that it comes into effect on 27th May 2013.

- 6.3) The Cabinet Member for Regeneration delegates future decisions relating to revisions to the Adur Local Development Scheme (LDS) timetable, including the timetables of its constituent Development Plan Documents, Supplementary Planning Documents, the Community Infrastructure Levy Charging Schedule and other documents within the Adur LDS to the Executive Head of Planning, Regeneration and Wellbeing, such decisions to be made in consultation with the said Cabinet Member.
- 6.4) That following decisions made in accordance with paragraphs 6.2 and 6.3 above the Adur Local Development Scheme is made available on the Council's website.

Local Government Act 1972

Background Papers:

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Appendix 1

1.0 Council Priority

- 1.1 The LDS and its constituent documents will:
- Support major regeneration projects to tackle deprivation;
 - Support businesses in creating jobs and regenerating neighbourhoods;
 - seek to meet the housing needs of our communities;
 - work with partners to reduce deprivation and inequalities.

2.0 Specific Action Plans

- 2.1 **(A)** Through specific policies, strategies and guidance in the LDF documents addressed by the LDS, to improve the visual appearance of the district; to ensure the provision of sufficient housing and employment; to promote regeneration including Shoreham Harbour and to promote the viability and sustainability of town centres.
- (B)** To have an up-to-date LDS for public information.

3.0 Sustainability Issues

- 3.1 The Government requires that the all Development Plan Documents be subject to a formal sustainability appraisal. The LDF aims to promote sustainable development.

4.0 Equality Issues

- 4.1 The LDF documents outlined in the LDS aim to ensure that all groups in Adur have equal access to the spatial opportunities offered by the new development plan. For example the provision of affordable housing and public transport are key issues being addressed through the new plan to promote equal opportunities.

5.0 Community Safety issues (Section 17)

- 5.1 The LDF addresses community safety issues.

6.0 Human Rights Issues

- 6.1 At this stage of the LDF process, no negative issues have been identified.

7.0 Reputation

- 7.1 The LDS and its constituent documents must be prepared in line with Government legislation and will be subject to extensive community involvement. The delivery of policies and strategy should meet the spatial needs of the district and therefore have a positive impact on the reputation of the Council.

8.0 Consultations

- 8.1 The Adur LDF and SCS Member Working Group is involved in producing the Local Development Framework and its constituent elements. Public consultation stages are integral to the development of these documents.

9.0 Risk assessment

- 9.1 There is a statutory duty on the Council to produce the LDS and relevant elements of the development plan. Failure to meet the milestones as set out in the Council's Local Development Scheme could impact on a number of this Council's priorities including economic and social regeneration as well as the delivery of affordable housing.

10.0 Health & Safety Issues

- 10.1 Matters considered and no issues identified.

11.0 Procurement Strategy

- 11.1 This report complies with the Procurement Strategy.

12.0 Partnership working

- 12.1 The LDS identifies which LDF documents are to be produced on a partnership basis, including the joint Area Action Plan for Shoreham Harbour (in partnership with WSCC and Brighton and Hove City Council).

Appendix 2

Adur Local Plan Timetable	
Apr	Develop Revised Draft Plan
May	
June	
July	
August	
September	Adur Planning Committee 2nd September
October	Cabinet 17th September
November	Then commence consultation
December	Consultation
	Finish consultation early November
2014	
January	
February	
March	
April	Seek formal agreement of pre-submission version Local Plan
May	Publication of pre-submission version Local Plan
June	Publication of pre-submission version Local Plan
July	
August	Submit plan
September	
October	
November	Examination
December	
2015	
January	Receive Inspectors Report
February	Adopt

LOCAL DEVELOPMENT SCHEME

2013 - 2016

Adur District Council



ADUR
DISTRICT COUNCIL



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

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May 2013**

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1. INTRODUCTION

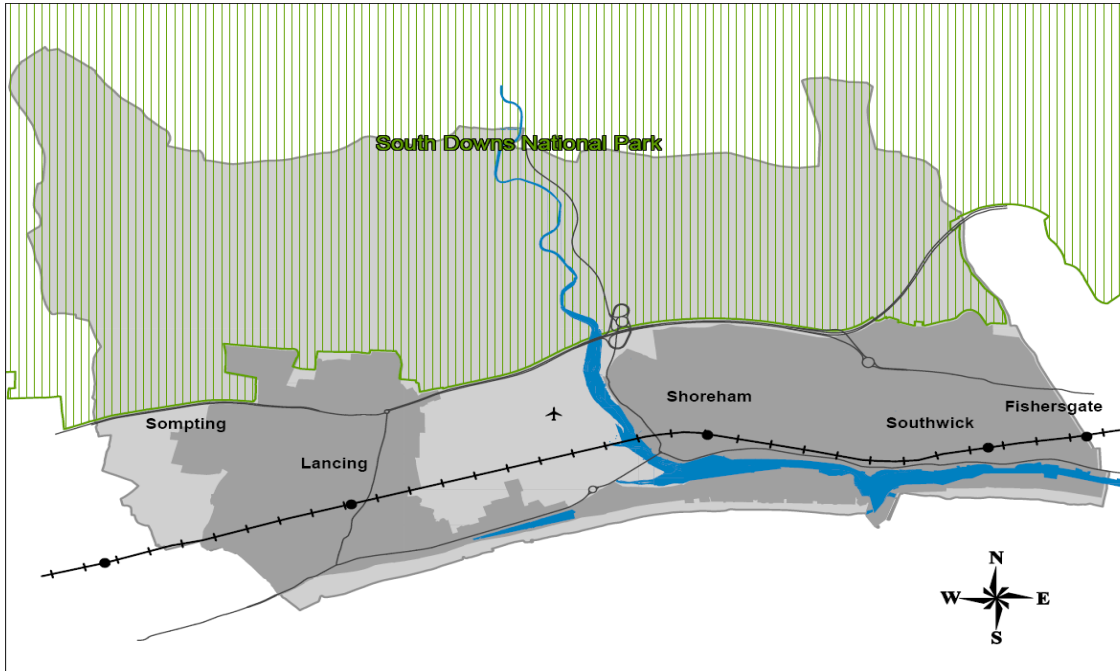
1.1 The Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare and maintain a Local Development Scheme (LDS). This LDS provides the starting point for the local community to find out what the current planning policies are for the area and sets out the Council's programme for the preparation of new policies to replace these over the next three years (2013 – 2016).

1.2 This LDS updates and replaces the Adur Local Development Scheme 2012 – 15 and reflects revisions made to the work programme. 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 (LDF – the collective name for these planning documents), and the Local Planning Authority's proposals for monitoring the LDF and review of the LDS.

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. The Worthing Core Strategy was adopted in 2011. Once the main DPDs are adopted for each of the local authorities, a future review of planning strategies for the two authorities will give consideration to producing a joint Plan for Adur and Worthing. Up until this time, opportunities for joint working and greater partnership arrangements will be sought, for example through the preparation of joint SPDs. A joint Statement of Community Involvement (SCI) has already been adopted. These are discussed later in this document.

Geographical Coverage of the Emerging 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 AONB has now become part of the National Park (see plan) as of April 2010. The South Downs National Park Authority (SDNPA) took on full powers from April 2011. This new authority 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 emerging Local Plan 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 2013, the Development Plan consists of:

- The saved policies of the Adur District Local Plan 1996.
- The saved policies of the West Sussex Minerals Plan.

1.6 The National Planning Policy Framework gives advice as to the use of saved policies in decision-making.

1.7 A West Sussex Waste Local Plan is being prepared jointly by West Sussex County Council and the South Downs National Park Authority, as is a West Sussex Minerals Local Plan. (For more information, please see www.westsussex.gov.uk).

Saved Policies and Supplementary Planning Guidance

1.8 Application was made to the Secretary of State to request that a number of policies in the adopted Adur Local Plan be saved beyond the 27th September 2007 (i.e. beyond the period of three years from the commencement of the Planning and Compulsory Purchase Act 2004 which was 28th September 2004). A list of those saved policies are identified in Appendix 2. The saved policies are being reviewed as part of the emerging Local Plan process. A statement will be produced with each DPD to explain how each document relates to the Adur Local Plan. Appendix 1 identifies existing Supplementary Planning Guidance documents and how they relate to saved policies of the Local Plan.

1.9 With the exception of policies 23-24 (New Minerals Workings), 25 (Reclamation), 28 (Oil and Gas), 43-46 (Planning Applications) and 50 (Surveys), the West Sussex Minerals Local Plan is saved until replaced by the West Sussex Minerals Local Plan.

1.10 Adur District Council has a number of Supplementary Planning Guidance Documents and other documents which are regarded as being a material consideration in the determination of planning applications and how they relate to saved policies in the Adur District Local Plan. These are listed in Appendix 1. In addition, Informal Guidance on Internal Space Standards has been agreed. More details on this may be found in Section 3. In addition, Guidance on Planning Obligations is being prepared at the time of writing. This will not constitute new policy, but advises on the implementation of existing policies.

Proposed Changes to the Planning System

1.11 The Government has implemented a series of reforms to the planning system. These include the publication of the National Planning Policy Framework (NPPF) published in March 2012, which replaced Planning Policy Statements. In addition, as a fundamental part of the drive towards 'localism' legislation now allows communities (via Parish Councils or Neighbourhood Forums) to prepare Neighbourhood Plans for their area. If undertaken and adopted, these plans will be

used in addition to, rather than replacing the Development Plan Documents prepared by the statutory local planning authorities. Further details on the Localism Act and changes to the planning system can be found on the Department for Communities and Local Government website (<http://www.gov.uk/government/topics/planning-and-building/>)

Shoreham Harbour Interim Planning Guidance

1.12 Shoreham Harbour Regeneration Partnership has prepared Interim Planning Guidance for Shoreham Harbour and surrounding areas. This guidance has been produced to summarise the existing planning policy framework for the regeneration area. It is intended to guide development proposals and planning decisions during the interim period whilst the Joint Area Action Plan is prepared and adopted. This guidance will help to ensure that development proposals are consistent with the strategic vision and objectives for the regeneration area.

This guidance is not a formal Supplementary Planning Document (SPD). However, it has been subject to consultation by the project partners and a range of local stakeholders prior to adoption by the partner authorities. As such it is a material consideration when determining planning applications within the regeneration area.

The guidance was originally subject to stakeholder consultation during November 2008 and subsequently approved in January 2009. It is an evolving document which will be updated periodically to reflect changes in the planning policy framework. Following further updates more consultation was carried out in July 2011. The guidance was adopted by both Adur District Council and Brighton & Hove City Council in October 2011.

Adur and Worthing Statement of Community Involvement

1.13 On 6th 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.

2. ADUR LOCAL DEVELOPMENT DOCUMENTS - TIMETABLE

2.1 The following sets out the Local Development Documents to be prepared by the Council up to 2016. Appendix 3 contains a schedule of the proposed LDDs setting out their roles, conformity requirements and main milestones to adoption. (Please note that Minerals and Waste DPDs will be prepared by West Sussex County Council in accordance with that Council's LDS). These documents are prepared under the Town and Country Planning (Local Planning) (England) Regulations 2012.

Adur Local Plan

2.2 The Adur Local Plan will set out a strategy for development in that part of Adur which lies outside of the South Downs National Park and forms the context for

future neighbourhood planning in Adur. It will set out the vision and objectives for the district, place-based site specific policies (including site allocations) and development management policies. Given the importance of the regeneration and growth proposals at Shoreham Harbour for the whole district, the Joint Area Action Plan for Shoreham Harbour will be prepared broadly in parallel with the Local Plan (allowing evidence studies and consultation exercises to inform both documents) but submitted following the adoption of the Adur Local Plan. The Adur Local Plan will need to be consistent with national policy, and will form the foundation for any future Neighbourhood Plans prepared by local communities in the District. It had been anticipated that a second Community and Stakeholder (Regulation 18) consultation would be undertaken in June-July 2013; however, due to the need for further information in relation to the strategic sites, this has been delayed and will commence in September 2013. The end date of the Local Plan is also likely to be extended to 2031, to ensure the adopted plan covers at least a 15 year period.

Commence preparation	Started beginning of 2008
Stakeholder consultation (Regulation 18)	June – July 2010
Community and Stakeholder consultation (Regulation 18)	27 June – 7th August 2011
Community and Stakeholder Consultation (Regulation 18) Draft Local Plan	September - October 2012
Community and Stakeholder Consultation (Regulation 18) on Revised Draft Adur Local Plan	September – November 2013
Publication of pre-submission document (Regulation 19).	May-June 2014
Submit to Secretary of State	August 2014
Pre- examination meeting	October 2014
Public Examination	November 2014
Receive Inspectors Report	January 2015
Adopt	February 2015

Joint Area Action Plan for Shoreham Harbour

2.3 The Adur Local Plan (and Brighton & Hove City Plan) will indicate 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. The partnership consists of the local planning authorities of Adur District Council, Brighton & Hove City Council and West Sussex County Council, working with Shoreham Port Authority. The partnership also works closely with other relevant bodies, such as the Environment Agency.

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.

This document will cover the Shoreham Harbour Regeneration Area. Please also see the Western Harbour Arm Development Brief referred to later in this document.

Commence preparation	Commenced 2008 -2009
Consultation (Regulation 18)	Public Consultation on Draft Joint Area Action Plan January 2014 – March 2014
Publication of pre-submission document (Reg 19)	September - October 2014
Submit to Secretary of State	December 2014
Public Examination	March 2015
Receive Inspectors Report	April 2015
Adopt	June 2015

Gypsy and Traveller DPD

2.4 This Development Plan Document will address the accommodation needs of Gypsies and Travellers in the District, and will be in conformity with national policy and the Adur Local Plan. It will cover that part of Adur which lies outside of the South Downs National Park. The early stakeholder involvement (Reg 18) referred to below includes the consultation and engagement work undertaken as part of the

Coastal West Sussex Gypsy, Traveller and Travelling Showpeople Accommodation Assessment 2013. Please note however that should any accommodation needs be addressed through the emerging Local Plan or through engagement with other authorities in the sub-region (as part of the Duty to Co-operate), this DPD may no longer be required.

Stakeholder involvement (Regulation 18)	2012/13
Consultation (Regulation 18)	March - April 2015
Publication of pre-submission document (Regulation 19)	June – July 2015
Submit to Secretary of State	September 2015
Public Examination	November 2015
Receive Inspectors Report	January 2016
Adopt	February 2016

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 Although it is intended that the Council will adopt the Community Infrastructure Levy in due course (see below) s106 planning obligations will also be used in some circumstances. This document 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. It is anticipated that this document will be prepared alongside the Community Infrastructure Levy Charging Schedule.

In the interim, until the SPD is adopted, a separate guidance note is being produced to give clarity as to how infrastructure is to be provided as part of development proposals in line with saved policies in the Adur Local Plan 1996 and the National Planning Policy Framework.

Preparation, Information Gathering and Stakeholder Input	Early 2014
Consultation on Draft Document	May-June 2014
Adoption	March 2015

Sustainable Design and Construction SPD

3.3 This Supplementary Planning Document will provide guidance to developers and individuals on how to reduce energy consumption, how to produce suitable renewable energy within the district, how to be more sustainable and energy efficient in new and existing buildings, and how to create buildings that are adaptable to the challenges posed by climate change – supporting the implementation of the relevant Local Plan policies. The need for such an SPD stems from the increasingly important role that sustainable construction techniques are playing in the development of new buildings as a result of national and international targets to reduce CO2 emissions, and new national guidance on producing sustainable buildings (e.g. Code for Sustainable Homes, Building a Greener Future). 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	November 2014 - January 2015
Consultation on Draft Document	March - April 2015
Adoption	July 2015

Green Infrastructure and Open Space SPD

3.4 The Green Infrastructure SPD will look at the multiple functions of the open space network in the district and its benefits in terms of recreation, biodiversity and flood management. It will provide a strategy for linking both existing and future open space provision through a network of green corridors. Existing deficiencies in open space in the district will also be addressed and general improvements required to both the quality and accessibility of these spaces will be identified. This SPD will support and facilitate the implementation of the Local Plan policy on green infrastructure and open space. There may be benefits in undertaking this DPD jointly with Worthing Borough. 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	November 2014 – January 2015
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Consultation on Draft Document	March – April 2015
Adoption	July 2015

Internal and External Space Standards for New Homes SPD

3.5 This SPD will support a policy in the Local Plan to secure well designed new homes with internal and external spaces appropriate for the size of potential household. There is a concern that a number of new homes being built are inadequate in terms of both dwelling and room size as well as in the provision of outdoor amenity space. Given this, and to address current problems, informal guidance has been produced and was agreed by the Adur District Council Cabinet on 26th January 2010 and is currently in use, and may be found on the Council’s website. The Council has agreed to formalise this through the production of a formal SPD following the adoption of a new policy in the Local Plan in 2014. External space standards for new dwellings will also be addressed in this SPD. 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	January – March 2015
Consultation on Draft Document.	May - June 2015
Adoption	September 2015

Demonstrating Genuine Redundancy of Employment Sites SPD

3.6 This SPD will support a policy within the Local Plan which will seek 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 the District. This SPD will support the implementation of the relevant 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. Please note that this timetable may change if the Council needs to respond to any changes in relation to sites used for employment purposes enacted by the Government.

Preparation, Information Gathering and Stakeholder Input	November 2014 –January 2015
Consultation on Draft Document	March – April 2015
Adoption	July 2015

4. OTHER DOCUMENTS

Proposals Map

4.1 The current Proposals Map which forms part of the adopted Adur District Local Plan 1996 will be revised once the Adur Local Plan is adopted, and updated when subsequent DPDs are adopted. This will identify 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 again when the Shoreham Harbour Area Action Plan and Gypsy and Traveller DPD are adopted in order to reflect the policies and proposals of these documents. The Proposals Map will cover the Adur Local Plan area – that is, that part of Adur District which lies outside of the South Downs National Park.

Community Infrastructure Levy – Charging Schedule

4.2 In November 2010 the Government confirmed that the Community Infrastructure Levy (CIL) would continue (with some amendments). CIL is intended to provide a fairer system for funding new infrastructure than the sole use of planning obligations under s106 of the Planning Act 1990. Charging authorities will be required to produce a Charging Schedule (supported by appropriate available evidence). Although this is not a DPD, it will form part of the Local Development Framework, and will require examination.

4.3 On 27th June 2011 Adur and Worthing Councils Joint Strategic Committee agreed that the necessary evidence gathering and assessment be undertaken to form the setting of a charging schedule. At the time of writing this LDS the Government is currently consulting on further changes which, if implemented, would extend the transition period for limitations on the use of pooled planning obligations from April 2014 to April 2015. This change would allow Charging Authorities more time to put a CIL Charging Schedule into place, and take account of other changes made to CIL Regulations in late 2012. As a result this timetable has been amended to reflect the revised Local Plan timetable, and the potential change to the Regulations. This Charging Schedule will relate to the Adur Local Plan area – that is, that part of Adur which lies outside of the South Downs National Park.

Information gathering and preparation	Summer-Autumn 2013
Consultation on Preliminary Draft Charging Schedule	January - February 2014
Consultation on Draft Charging Schedule	May-June 2014

Submit	August 2014
Examination	December 2014
Inspectors Report	January 2015
Adoption	March 2015

Western Harbour Arm Development Brief

4.4 Shoreham Harbour Regeneration Partnership has commissioned a Development Brief for the Western Harbour Arm, one of the key areas of change within the regeneration area. This has been subject to public consultation and is intended to be adopted by the Council as planning guidance. Although it is not a formal Supplementary Planning Document the Development Brief will be a material consideration when determining planning applications in the area. It will also form a significant part of the technical background evidence which is informing the on-going preparation of the Joint Area Action Plan. This brief will cover the Western Harbour Arm area, one of the Character Areas within the Shoreham Harbour Regeneration Area.

Commence preparation	Commenced May 2012
Consultation	<p>Informal stakeholder consultation on emerging Draft Development Briefs October- December 2012</p> <p>Public Consultation on Draft Development Briefs January – March 2013</p>
Adopt	Summer 2013

Sussex Air Quality Assessment and Low Emissions Mitigation Guidance

4.5 The proposed guidance is to be developed to provide a consistent approach for Local Planning Authorities, developers and consultants undertaking air quality assessments across Sussex authorities. This work is being led by the Environmental Health Team. The document is being trialed in 2013, and is likely to be adopted at the end of the year.

Noise Guidance

4.6 The aim of this document is to provide guidance to developers on the level of information to be submitted with planning applications for noise generating or noise

sensitive developments across Sussex. The document will include guidance on when it is appropriate to submit a noise report and the expected contents of such a report. It will also set out existing standards that should be referred to in undertaking noise assessments and will highlight the points that need to be considered and addressed prior to making a planning application. This work is being led by the Environmental Health Team. The document is being trialed in 2013, and is likely to be adopted at the end of the year.

Houseboats Guidance

4.7 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 in Summer 2015.

Sompting Neighbourhood Plan

4.8 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. Further information can be obtained on the Sompting Parish Council website.

5. OTHER INFORMATION

Sustainability Appraisal and Strategic Environmental Assessment

5.1 Sustainability Appraisal (incorporating Strategic Environmental Assessment) will be undertaken for the preparation of all LDDs and where appropriate for SPDs. This will ensure that throughout the preparation and production of these documents, the social, economic and environmental implications of policies will be appraised. The results of these appraisals will be fed back into the policy development process.

5.2 A Sustainability Appraisal Report will be published for public consultation at the same time as the consultation version of each DPD, and an updated Sustainability Appraisal report will accompany the proposed submission version. The submission DPD will be accompanied by a further, final Sustainability Appraisal Report. Following adoption, a Sustainability Statement will be produced summarizing how environmental considerations have been integrated into the DPD and the arrangements for monitoring the impacts of the plan.

Supplementary Planning Documents will not generally require a Sustainability Appraisal.

Monitoring and Review – The Annual Monitoring Report

5.3 The Council is currently required to monitor annually the effectiveness of policies and proposals within the Local Development Framework documents - for example, ensuring that the policies in the Local Plan deliver the vision and spatial strategy. Although the Government have withdrawn guidance as to what should be contained in these reports, and have given Local Planning Authorities flexibility as to when they are published (through the Localism Act) Adur's monitoring report will continue to cover the period 1 April – 31 March and will be published before 31 December each year until further notice.

5.4 In this, the Council will assess:-

- Whether it is meeting, or is on track to meet, the milestones set out in the LDS and, if not, the reasons why.
- What impact LDD policies are having on other targets set at national or local level.
- The forward projections for housing delivery.
- Whether any policies need to be replaced to meet sustainable development objectives.
- What action needs to be taken if policies need to be replaced.
- How infrastructure providers have performed against the programmes for infrastructure set out in the Infrastructure Delivery Plan in support of the Local Plan (once adopted).

5.5 LDDs will, therefore, be subject to continuous review. To ensure the Annual Monitoring Report is 'fit for purpose', existing monitoring systems will continue, involving joint working with West Sussex County Council (and other) officers.

5.6 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. For example, it may be necessary to prepare a supplementary planning document (SPD) which is not identified in this Scheme (e.g. due to a 'windfall' site requiring a development brief).

5.7 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 public information will be made available on the Council's web site.

Evidence Base

5.8 A number of studies have been prepared to support the evidence base for the emerging Adur Local Plan, and Shoreham Harbour Joint Area Action Plan. Other evidence is being, or will be prepared to support DPDs as relevant. These will be made available on the Council's website.

Resources and Joint Working

5.9 The following officers of Adur District Council are preparing the LDDs:

- Policy Manager
- Three Planning Officers (two full time and one part time)
- A Community Engagement and Support Officer (part-time)

Three additional planning officers also work on the Shoreham Harbour Joint Area Action Plan.

5.10 In 2008 Adur District Council and Worthing Borough Council formally agreed to undertake services on a partnership basis. Many services, including Planning Policy, have now merged; the two teams are managed by a single manager. Working in partnership with Worthing Borough Council will enable joint use of staff resources, reducing costs and improving efficiencies, and allowing the workload to be spread should issues such as staff departure or long-term sick leave occur. The whole of the Planning Policy Team covering Adur and Worthing is subject to a service review at appropriate times to assess overall performance, the structure of the team and the work programme and its resource requirements.

5.11 Worthing Borough Council has adopted a Core Strategy. Once Adur District has adopted the emerging Local Plan, consideration will be given in the medium to longer term to producing a joint Local Plan/ strategy for Adur/ Worthing. In the interim opportunities for joint working will be taken where appropriate, such as the preparation of joint SPDs.

Council Procedures and Reporting Protocols

5.12 The preparation of the LDF will be informed and monitored by Adur District Council through its:-

- Management Team (a joint Adur/Worthing corporate management team of Directors and Executive Heads of Service) headed by the Chief Executive.
- Adur Local Development Framework and Sustainable Community Strategy Members Working Group – consisting of Council Members, this group acts as a sounding board for emerging policy work, allowing issues to be identified at an early stage, and reducing the risk of political disagreement at later stages.
- LDF Officers Working Group –consisting of key officers from various Council teams, ensuring the co-ordination of Council policies and strategies, and appropriate linkages with external partnerships on policy and strategy matters are established/ maintained.
- Project Board, Leaders Board and Officer sub-groups for the Shoreham Harbour Regeneration Project comprising representatives from the three relevant local authorities which report to their respective Cabinets as well as Shoreham Port Authority.
- Joint Property Working Group, which deals with property-related matters for the two Councils.
- The Council’s committee process; Cabinet Member for Regeneration, Adur Planning Committee, Overview and Scrutiny Committee, Joint Strategic Committee, Cabinet, and Full Council.

5.13 For each Development Plan Document, Supplementary Planning Document and the Statement of Community Involvement, the levels of political responsibility are:

<i>LDF and SCS Members Working Group</i>	To advise on all LDF documents, prior to consideration and agreement by the formal committee process.
<i>Adur Planning Committee</i>	To make recommendations to the Joint Strategic Committee or Joint Cabinet Members on matters of planning policy relating purely to Adur District.
<i>Joint Planning Committee</i>	To make recommendations to the Joint Strategic Committee or Cabinet Members on matters of strategic planning policy.
<i>Joint Strategic Committee</i>	To make formal decisions on policy making, DPDs and SPDs
<i>Overview and Scrutiny Committee</i>	Where appropriate this committee’s remit includes reviewing/ scrutinizing decisions made, and monitoring the Council’s performance
<i>Cabinet</i>	To formally consider emerging policy and consultation versions of Local Development Documents

<i>Full Council</i>	To formally consider the submission version of the Local Plan and other DPDs; to agree submission to the Secretary of State, and adopt following Inspector's report
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Risk Assessment

5.14 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. For example, staff shortages may occur on account of sickness and turnover. Unexpected costs may arise, for example, from the need to commission additional legal advisors prior to public examinations. Contingency actions are as follows:

- Staff resources - The Policy Team has been expanded for a temporary period. 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. To date, consultants have undertaken a number of technical studies for the LDF.
- Working in partnership with Worthing Borough Council will enable joint use of staff resources and work processes, giving greater flexibility in terms of workload. Also joint working with adjacent local authorities (Worthing, Brighton & Hove) with regard to evidence gathering and cross-boundary issues 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.

Format

5.15 DPDs including the Local Plan, as well as SPDs, the CIL Charging Schedule and the SCI will be produced in hard copy and electronic format and made available on the Adur and Worthing Councils website.

Appendix 1

Transition from Supplementary Planning Guidance

This table lists the Supplementary Planning Guidance documents which Adur District Council will regard as being a material consideration in the determining of planning applications and how they relate to saved policies in the Adur District Local Plan.

Title of Supplementary Planning Guidance	Date Adopted	Description of Document	Proposed to be replaced by a Supplementary Planning Document?	Saved Local Plan Policies Supplemented
Development Control Standard No. 2: Space Around New Dwellings	Sept 1990 Updated: Sept 1994 April 1996	This document sets out the Council's minimum standard for residential development. It is largely aimed at the provision of dwelling houses and flats on infill and redevelopment sites	Yes. This document will remain a material consideration in the determining of planning applications until new policies are adopted in the Local Plan, and a new SPD is produced in September 2015	AH2
Development Control Standard No. 3: Extensions and Alterations to Dwellings	Sept 1990 Updated: Sept 1994 April 1996	This document sets out the principles used by the Council when assessing planning applications for extensions or alterations to houses or bungalows	No. This document will remain a material consideration in the determining of planning applications until a new SPD is produced	AH7
Development Control Standard No. 4: Flat Conversions	April 1991 Updated: Sep 1994 April 1996	This document sets out the Council's minimum standards for flat conversions	Yes. This document will remain a material consideration in the determining of planning applications until a new SPD is produced in September 2015.	AH2
Shoreham Waterside North Interim Planning Guidance	Sept. 2000	Provides the policy framework for the area known as Shoreham Waterside North within the Shoreham Maritime Regeneration Strategy	Will remain a material consideration in the determining of planning applications until the Local Plan and JAAP are adopted.	AE7. AE8. AE9. AT1, AT4, AR1, AR11

Title of Supplementary Planning Guidance	Date Adopted	Description of Document	Proposed to be replaced by a Supplementary Planning Document?	Saved Local Plan Policies Supplemented
WSCC Car Parking Standards for New Development	Feb 2004	Sets out the infrastructure requirements of new development in relation to car parking. It also sets out a contributions methodology to be applied to all new development across West Sussex	An SPD on infrastructure will be adopted in March 2015.	AT12

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?	Saved Local Plan Policies Supplemented
Shoreham Maritime Strategy – Vision to Reality	Dec 1999	Provides the policy framework for the Shoreham Maritime Regeneration Strategy	Will remain a material consideration in the determination of planning applications the Joint Area Action Plan until the Local Plan and JAAP are adopted.	AE7, AE8, AE9, AR13, DPAE7, DPAE8 and any other policies in the Local Plan in so far as they relate to Shoreham Harbour.
Design Bulletin No. 2: 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. If and when the policies are replaced, then the document will be updated.	AB21
Design Bulletins No 3: 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. If and when the policies are replaced, then the document will no longer be required.	AC15
Design Bulletin No 4: Shopfront Security	1998	Describes the range of shopfront security devices which the Council considers to be acceptable in the District	This document will remain a planning consideration if and when the policies are replaced, then the document will be updated.	AB20
Good Practice Guidance for Houseboats	May 2007	Sets out advice and guidance to advise existing and future houseboat owners on the type of development and changes which are appropriate to the houseboats.	This document will remain a planning consideration until updated in Summer 2015.	AG1, AC1, AC4, AR15, AB16, AT10.

Title of Document	Date Adopted	Description of Document	Proposed to be replaced or updated?	Saved Local Plan Policies Supplemented
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.	
Informal Guidance: Internal Space Standards	2010	Gives advice on internal space standards for new dwellings.	Will be replaced with a formal SPD to be adopted in September 2015. This will also be expanded to address external space standards.	-
Shoreham Harbour Interim Planning Guidance	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 JAAP is adopted in June 2015.	AE7, AE8, AE9, AR13, DPAE7, DPAE8 and any other policies in the Local Plan in so far as they relate to the Harbour area.

Policies in the adopted Adur Local Plan saved beyond September 2007

Policy	Subject	Comments
AG1	Location of Development	Policy saved as it guides development to the built up area and seeks to protect the countryside and in particular sensitive areas within the countryside.
AG3	The relationship between development and the provision of Infrastructure	Policy saved as it is in line with Government and regional guidance, infrastructure provision is necessary to ensure sustainable and good quality development.
AP4	Development & Land Drainage	Policy saved as it addresses drainage issues
AP5	Development & Land Drainage	Policy saved as it addresses the maintenance of water courses
AP9	Minimising Pollution: Visual	Policy saved as it addresses local issues.
AC1	Development of the Countryside Generally	Policy saved as it provides a more detailed policy coverage for the countryside beyond PPS7
AC2	The Sussex Downs Area of Outstanding Natural Beauty	Policy saved as it provides more detailed policy coverage for AONB
AC3	The Sussex Downs Area of Outstanding Natural Beauty	Policy saved as it provides more detailed policy coverage for AONB
AC4	The Strategic Gaps	Policy saved as it provides more detailed policy coverage for Strategic Gaps
AC6	Agriculture, Horticulture and Forestry	Policy saved as it deals with detailed design of buildings for agriculture, forestry or horticulture
AC7	Agriculture, Horticulture and Forestry	Policy saved as it deals with new residential accommodation in connection with agriculture etc.
AC8	Diversification of the Rural Economy	Policy saved as it provides detailed criteria for new rural enterprises in the countryside
AC9	Existing Buildings in the Countryside	Policy saved as it provides more detailed policy coverage

Policy	Subject	Comments
AC15	Horse Riding Establishments	Policy saved as it deals with a local issue
AB1	Archaeology	Policy saved in absence of up to date Government guidance on archaeology.
AB3	Conservation areas and their enhancement	Policy saved as it deals with local issues regarding conservation areas.
AB4	Conservation areas and their enhancement	Policy saved PPG15 requires policy coverage.
AB5	Conservation areas and their enhancement	Policy saved as PPG15 requires policy coverage
AB6	Conservation areas and their enhancement	Policy saved as PPG15 requires policy coverage
AB7	Listed buildings	Policy saved as PPG15 requires policy coverage
AB8	Listed buildings	Policy saved as PPG15 requires policy coverage
AB9	Listed buildings	Policy saved as PPG15 requires policy coverage
AB10	Listed buildings	Policy saved as PPG15 requires policy coverage
AB11	Listed buildings	Policy saved as PPG15 requires policy coverage
AB13	Improving Town Centres	Policy saved as it necessary to ensure that environmental improvement proposals for the town centre are sensitively designed.
AB14	Improving Town Centres	Policy saved as it is important in ensuring that new shopping development in the town centres is sympathetic to the location
AB15	Improving Town Centres	Policy saved as it is necessary to ensure infrastructure improvements improve the shopping environment and are not detrimental on the character of the town centre
AB16	The Riverside setting of Shoreham-By-Sea	Policy saved as it is of local value.
AB17	Controlling Advertisements	Policy saved as it is needed to add weight to decisions on amenity and safety.
AB19	Controlling Advertisements	Policy saved as it is needed to add weight to decisions on amenity and safety.
AB20	Shopfronts	Policy saved as it as there is no Government guidance on shopfronts
AB21	Shopfronts	Policy saved as there is no Government guidance on shopfronts
AB22	Safeguarding Amenity Open Space	Policy saved as it is necessary to ensure protection of open spaces where it is necessary to protect them.
AB23	Trees in the Urban Area	Policy saved as it is of local importance and is not dealt with by Government guidance.
Policy	Subject	Comments

Policy	Subject	Comments
AB25	Trees in the Urban Area	Policy saved as it provides coverage for circumstances when planning permission would be granted for development which might affect existing trees.
AB26	Trees in the Urban Area	Policy saved as it ensures that tree planting is integral to the design of development.
AB27	Landscaping	Policy saved as it provides policy coverage for local issues regarding tree planting.
AB28	Satellite Television Dishes	Policy saved as it provides policy coverage for applications for satellite dishes.
AB29	Other Telecommunications Development	Policy saved as it provides policy coverage for applications for telecommunications masts.
AB30	Crime Prevention	Policy saved as it is locationally specific.
AB32	Per Cent for Art	Policy saved as art is not dealt with in any detail at national or regional level.
AT1	The A259 Coast Road	Policy saved as it provides policy coverage for improvements to the A259.
AT2	The A283	Policy saved to ensure coverage for Cement Works
AT3	The South Side of the Canal	Policy saved as it is needed to provide policy coverage at the harbour
AT4	The North Side of the Harbour & Shoreham Beach	Policy saved as it is needed to provide policy coverage at the harbour
AT5	Roadside Facilities for Motorists	Policy saved to provide policy coverage on roadside facilities
DPAT1	Development proposal: Land at Pond Road	Policy saved to provide policy coverage for Pond Road car park
AT6	Development Proposal: Ropetackle	Policy saved to provide policy coverage for public car parks
AT7	Public Lorry Parking	saved to provide policy coverage for the lorry park
AT9	Shoreham Airport	saved for policy coverage at the Airport
AT10	Facilities for Pedestrians, Equestrians and Cyclists	saved for policy coverage
AT11	The Coastal Link	saved for policy coverage
AT12	Access, Servicing and Parking Requirements for Developments	saved for policy coverage
Policy	Subject	Comments

AT13	Access, Servicing and Parking Requirements for Developments	saved for policy coverage
AH2	Infill and Development	saved for policy coverage on infill and development
DPAH3	Part of Southlands Hospital Site, Upper Shoreham Road	saved as development has not yet commenced
AH3	Housing to Meet Local Need	Saved. Although aspects of this policy have been superseded by PPS3, Adur's SPG on Affordable Housing hooks onto this policy and parts of this SPG are still necessary at a local level.
AH5	Dwelling Size	Policy saved to ensure dwelling size and mix is appropriate
AH6	Loss of Dwellings	Policy saved to prevent loss of residential dwellings
AH7	Householder Proposals	saved for policy coverage on householder proposals
AH9	Flat Conversions	saved for policy coverage on flat conversions
AH10	Residential Care & Nursing Homes	saved for policy coverage on residential care and nursing homes
AH11	Residential Mobile Homes	saved for policy coverage on mobile homes
AE2	Redevelopment Opportunities	saved for policy coverage
DPAE2	Land at Dolphin Road, Shoreham	Policy saved as although development proposal has planning permission, development has not yet commenced
AE4	Mixed Development	saved as it provides policy coverage for securing a mix of units
AE5	Office Development	Policy saved as it provides policy coverage on extensions to offices in town centres
DPAE4	Land at Ropetackle, Shoreham	Policy saved as development proposal has not yet been fully completed
AE6	Town centres	saved as it provides policy coverage on new office development in town centres
AE7	Shoreham Harbour	saved as policy provides coverage on Harbour
AE8	Shoreham Harbour	saved as policy provides coverage on Harbour
AE9	Shoreham Harbour	saved as policy provides coverage on Harbour










Policy	Subject	Comments
DPAE6	Land on the South Side of Canal	saved as development proposal has not yet been completed
DPAE7	Land on the North Side of the Canal	saved as development proposal has not yet been completed
DPAE8	Land on the North Side of the Canal	saved as development proposal has not yet been completed
Policy	Subject	Comments
AE10 to AE14	Shoreham Airport	saved as policies provide coverage for Shoreham Airport
DPAE9	Land at Shoreham Airport	saved as only part of the site has been developed
DPAE11	Heritage Aviation Museum	Policy saved as the visitor economy is important to Adur and the new owners of airport may be interested in such a proposal. ???
AE15	New Development Outside Established Business/Industrial Areas	saved as it provides policy coverage for new development outside established business/industrial areas.
AE16	Existing Businesses in Residential Areas	saved as it provides policy coverage for existing businesses in residential areas
AE17	Existing businesses in Residential Areas	saved as it provides policy coverage for existing businesses in residential areas
AE18	Business and Industry Outside the Built up area	saved as it provides policy coverage for business and industry outside the built up area
AS1	Protection of the District's Shopping Centres	saved as it provides policy coverage for protection of the district's shopping centres
DPAS1	Land at Ropetackle, Shoreham-By-Sea	saved as development is not yet fully completed
AS2, AS3, AS4, AS5	Retail development outside town centres	saved as they provide policy coverage for retail development outside town centres
ACS1	Education	saved as it provides policy coverage for localised education issues
ACS2-3	Lancing College	saved as it provides policy coverage for Lancing College

Policy	Subject	Comments
ACS4	Health Services	saved as it provides policy coverage for Health Services in the district
ACS5	Community Centres, Worship, Police, Fire Service	saved as it provides policy coverage for Community Centres, Worship, Police, Fire Services in the district
DPAN1	Land to South of Sompting Village	Policy saved as it provides specific protection for land to the southwest of Sompting Village which is allocated as a nature conservation area.
AR1, AR2, AR3, AR4, AR5 & AR6	Public Open Space, Recreation areas not owned by ADC, Allotments, New areas of public open space & Children's play areas	saved as it provides policy coverage for localised recreation issues.
DPAR1	Land adjacent to Sompting Cemetery	Policy saved as proposal yet to be implemented.
AR7	Development of Leisure & Sporting Facilities	Policy saved as it provides coverage for the development of leisure and sporting facilities in the district
AR8	Recreation in the Countryside	Policy saved as it provides coverage for recreation in the countryside
AR9	Recreation in the Countryside	Policy saved as it provides coverage for recreation in the countryside
DPAR4	Shoreham Cement Works	Policy saved as it provides policy coverage for the Cement Works until the Core Strategy is adopted
DPAR5	Land east of Lancing bounded by A27 Trunk Road and Shoreham Airport	Saved
AR11	Coastal Recreation	Policy saved as it provides policy coverage on coastal recreation
AR12	Coastal Recreation	Policy saved as it provides policy coverage on coastal recreation

Policy	Subject	Comments
AR13, AR14, AR15, AR16, AR17,	Shoreham Harbour	Policy saved as it provides policy coverage on recreation within Shoreham Harbour
AR20	Tourism	Policy saved as it provides policy coverage for tourism in the district

Key Milestones – DPDs, SPDs and Community Infrastructure Levy.

	2013												2014												2015												2016				
	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	J	F	M	A	
Local Plan – DPD																																									
Shoreham Harbour JAAP - DPD																																									
Gypsy and Traveller DPD																																									
CIL Charging Schedule																																									
Western Harbour Arm Development Brief																																									
Guidance on Infrastructure Provision - SPD																																									
Sustainable Design and Construction SPD																																									
Green Infrastructure and Open Space SPD																																									
Guidance on Internal and External Space Standards for New Homes - SPD																																									
Demonstrating genuine redundancy of employment sites SPD																																									

	SPD Stakeholder Engagement/ Consultation		Regulation 19 Publication (DPD's)		Inspectors Report
	CIL consultation		Submission (DPD's)		Adoption
	Regulation 18 Consultation exercise (DPD's)		Examination		Publication

Please note:

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

- This table indicates only those DPDs, SPDs and Community Infrastructure Levy documents 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 – please see elsewhere in this document for more details.

Appendix 4: Glossary

Adur District Local Plan 1996

A land use and transport plan for Adur District, which was prepared under the previous Planning Act. It set out policies and proposals for the use of land up to 2006. Some policies from this plan are still 'saved' for use.

Adur Local Plan – a plan setting out the spatial strategy, policies and proposals for Adur (excluding that area within the South Downs National Park), which is currently being prepared. This will cover the period up to 2031

Community Strategy – see Sustainable Community Strategy

Development Plan

Planning policies which set out policies and proposals for the use and development of land. Under the Planning and Compulsory Purchase Act 2004, consists of the saved policies from the Adur District Local Plan 1996 and relevant saved minerals policies where these are consistent with the National Planning Policy Framework until these are replaced by the adopted Adur Local Plan and the emerging Minerals Local Plan. A Waste Local Plan is also being prepared.

Development Plan Document (DPD)

A type of Local Development Document which is subject to independent examination and which will carry significant weight in determining planning applications.

Local Development Document (LDD) Local Development Frameworks comprise a series of Local Development Documents. These can either be Development Plan Documents (DPDs) or Supplementary Planning Documents (SPDs). The Statement of Community Involvement is also a Local Development Document.

Local Development Framework (LDF)

A set of policy documents (Local Development Documents) prepared under the Planning and Compulsory Purchase Act 2004 and subsequent regulations. The Local Development Framework will form the development plan for an area.

Local Development Scheme (LDS)

The timetable for the production of Local Development Documents by a Local Planning Authority. It will be revised when necessary, for example, as a result of the Annual Monitoring Report or if there is a need to revise and/or prepare new Local Development Documents.

National Planning Policy Framework (NPPF)

The Government's planning policies for England, published in March 2012.

Planning and Compulsory Purchase Act (2004)

Legislation which requires the production of Local Development Frameworks.

Public Examination

An examination held by an independent inspector appointed by the Secretary of State to consider whether Development Plan Documents are sound.

Saved Policies

PPS12 allowed policies from old-style development plans to be 'saved' in order to continue to have statutory effect. Adur saved a significant number of policies from the Adur Local Plan. These saved policies will be replaced by the emerging Adur Local Plan once it is adopted. Adur's saved policies may be found at: www.adur.gov.uk under the Annual Monitoring Report 2012.

Soundness

Each Development Plan Document will be tested at examination for soundness. This will include an assessment of whether the document has been subject to a Sustainability Appraisal, whether it is consistent with national policy and has been prepared in accordance with the Statement of Community Involvement. The 'Tests of Soundness' maybe found on the website of the Planning Inspectorate: www.planning-inspectorate.gov.uk

Stakeholder

In the context of the new development plan, a group, organization or individual with an interest in the future planning of the District

Strategic Environmental Assessment (SEA)

A requirement of a European Directive. Plans that have a major impact on the environment need to be subject to this assessment. It is undertaken throughout the plan preparation process and incorporated into Sustainability Appraisal.

Statutory Organisations

Organisations identified by the Government which have important interests in planning, and which the Local Planning Authority must involve in preparation of the Development Plan (e.g. the Environment Agency, Natural England).

Submission

The Planning and Compulsory Purchase Act requires that each Development Plan Document is submitted to the Government. The independent examination for soundness of the document follows.

Supplementary Planning Documents

Planning guidance that supplements a policy/policies in an adopted Local Plan, or other Development Plan Document. Provides detailed guidance about specific matters e.g. affordable housing. More information may be found at www.communities.gov.uk

Sustainability Appraisal (SA)

An examination of Local Development Documents to assess how sustainable the policies are – i.e. it assesses their social, economic and environmental effects. It incorporates Strategic Environmental Assessment.

Sustainable Community Strategies (SCS)

The purpose of the SCS is to set the overall strategic direction and long-term vision for the economic, social and environmental well-being of a local area – typically 10-20 years – in a way that contributes to sustainable development. The adopted Sustainable Community Strategy for Adur is called 'Waves Ahead'.