



Adur Local Development Scheme 2012–2014.

Report by the Executive Head of Planning, Regeneration and Wellbeing

1.0 Summary

- 1.1 Planning regulations require Local Planning Authorities to produce and keep up to date a Local Development Scheme (LDS) which details the documents which comprise the Local Development Framework and the programme for producing these. The revised Local Development Scheme for Adur is attached for approval.

2.0 Background

- 2.1 Planning regulations require the preparation of a Local Development Scheme (LDS) to provide information on the type of documents that the Local Planning Authority proposes to produce as part of the Local Development Framework. The LDS should include a timetable for producing these documents and information as to how they are to be produced covering such issues as resources, risk management and consultation, and is therefore a project plan rather than a policy document. The LDS is to be made publically available so that the local community and stakeholders are clear about the preparation of the Local Development Framework.
- 2.2 Given the respective stages in development of the Worthing and Adur Local Development Frameworks, it is considered to be more appropriate to have two separate LDS, rather than one combined document.

3.0 Proposal

- 3.1 The attached Adur LDS covers the period 2012-14. (Although a LDS for the period 2010-13 was prepared, this was not progressed to adoption due to proposed changes to the planning system announced by the Government). Key elements are as follows:
- 3.2 The revised LDS reflects the decision to produce one single Local Plan for Adur, rather than separate Core Strategy plus a Site Allocations and Development Management Policies DPD.
- 3.3 The production of the joint Area Action Plan for Shoreham Harbour is included in the LDS. The Area Action Plan is to be submitted following the adoption of the Brighton and Hove City Plan and Adur Local Plan; adoption is anticipated in late 2014.

- 3.4 Two additional documents have been added: a Community Infrastructure Levy Charging Schedule, and a Gypsies and Travellers Development Plan Document.
- 3.5 The LDS retains the preparation of an Infrastructure SPD (to include affordable housing), as well as an SPD relating to Sustainable Design and Construction. However, it does not include the previous proposals for a Housing Delivery SPD. (Housing delivery issues will be dealt with as part of the Local Plan and the forthcoming review of the Strategic Housing Land Availability Assessment). New SPDs to be prepared in addition to that on Infrastructure are:

- Green Infrastructure and Open Space
- Demonstrating Genuine Redundancy of Employment Sites

The SPD on Internal and External Space Standards for New Homes remains in the LDS; this will constitute the formalisation of existing guidance for internal space standards in new homes in Adur, and be expanded to address external space standards.

- 3.6 The LDS contains a list of policies 'saved' from the Adur Local Plan 1996, as well as a list of existing Supplementary Planning Guidance documents, and other documents which although not formally SPG, may be used as a material consideration in decision making by the Council. The following documents have been removed:
- Development Brief for Southlands Hospital (2000): this site has now been developed.
 - Interim SPG for Affordable Housing (2004). This guidance has now been superseded; this issue will be addressed in the emerging Local Plan and subsequent Infrastructure SPD
 - Design Bulletin 1: Trees and Landscaping.
- 3.7 Added to the list of documents which are regarded as material considerations are: Shoreham Renaissance (2006); Informal Guidance on Internal Space Standards (2010); Shoreham Harbour Interim Planning Guidance (2011); and Good Practice Guide for Houseboats (2006).
- 3.8 Until recently it was a requirement that Local Planning Authorities submit their LDS to the Secretary of State for approval. However this requirement has been removed by the Localism Act (see Legal, below).
- 3.9 Minor updates reflecting the adoption of the Localism Act have been made to the LDS since the meeting of the Joint Planning Committee on 17th January 2012.

Joint Adur/ Worthing

- 3.10 An LDS for Worthing has been prepared for adoption at the same time, to cover the period 2012-14. Both LDSs refer to the preparation of a new Statement of Community Involvement (SCI) for both Adur and Worthing to be prepared jointly. Engagement will be carried out in January 2012, consultation following in February-March 2012, and it is anticipated that the document will be adopted by June 2012.

4.0 Legal

4.1 The LDS has been prepared in accordance with the Planning and Compulsory Purchase Act 2004, the Planning Regulations, PPS12 and the Localism Act. The Communities and Local Government department has recently contacted local authorities to inform them that now that the Localism Act has gained Royal Assent, (the relevant clauses came into effect on 15th January 2012) Local Planning Authorities no longer have to submit Local Development Schemes to the Secretary of State. Section 111 of the Act 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. Following the consideration of comments made by the Joint Planning Committee (17th Jan 2012), the Cabinet Member for Regeneration is recommended to approve this LDS which will come into effect on the date of this decision.

5.0 Financial implications

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

6.0 Recommendation

6.1 It is recommended:

- **That the Cabinet Member for Regeneration approves the revised Local Development Scheme for Adur;**
- **That following approval the Adur Local Development Scheme is made available on the Council's websites.**

Local Government Act 1972

Background Papers:

Adur DC – Local Development Scheme – January 2012

Contact Officer:

Moira Hayes
Principal Planning Officer
Adur Civic Centre
01273 263247
moira.hayes@adur-worthing.gov.uk

Schedule of other matters

1.1 The LDS and the emerging LDF will help to:

- 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 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 aims to ensure that all groups in the district and borough have equal access to the spatial opportunities offered by the new development plan. For example training opportunities, 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 LDF documents must be prepared in line with Government legislation and is subject to extensive community involvement. The delivery of the 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 Joint Planning Committee considered the draft LDS on 17th January 2012. 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 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.

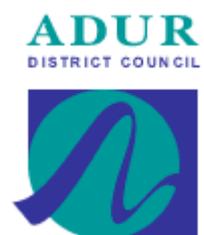
12.0 Partnership Working

- 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), and the joint Statement of Community Involvement.

THE ADUR LOCAL PLAN

LOCAL DEVELOPMENT SCHEME

2012 - 2014



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

Contacts:

Colette Blackett - Planning Policy Manager
colette.blackett@adur-worthing.gov.uk
Tel: (01273) 263242

Moirá Hayes – Principal Planning Officer
moira.hayes@adur-worthing.gov.uk
Tel: (01273) 263247

Adur District Council
Civic Centre
Ham Road
Shoreham by Sea
West Sussex
BN43 6PR

www.adur.gov.uk

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ADUR LOCAL PLAN: LOCAL DEVELOPMENT SCHEME

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 (2012 – 2014).

1.2 This LDS updates and replaces the Adur Local Development Scheme 2008-11, reflects the progress made in preparing the emerging Local Plan (formerly known as the Core Strategy) and 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.

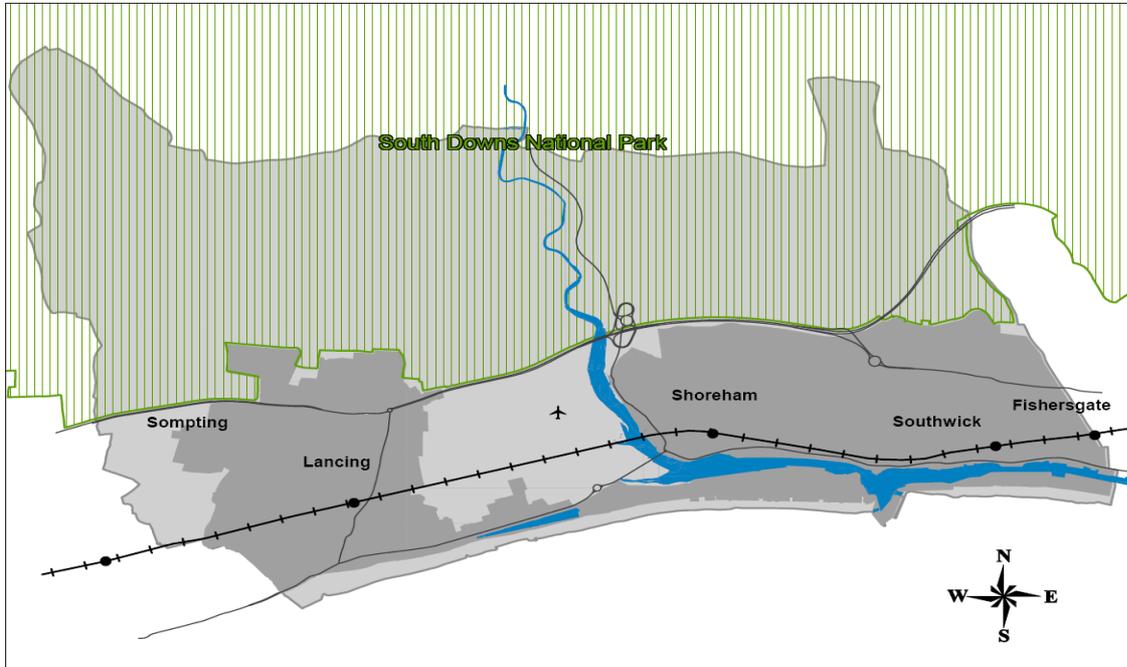
1.3 In 2008, Adur and Worthing Councils formally approved a programme for undertaking services on a partnership basis. Adur District Council and Worthing Borough Council services merged in 2010. The Worthing Core Strategy was adopted in 2011. Once the main DPDs are adopted for each of the local authorities, 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 and a joint Statement of Community Involvement (SCI). These are discussed later in this document.

1.4 Following the publication of the Draft National Planning Policy Framework in July 2011, the decision was made by the Adur Planning Committee to prepare a Local Plan for the District, rather than a Core Strategy. Consequently the Sites Allocations and Development Management Policies DPD indicated in the previous LDS will not be prepared, as these matters will be addressed within the Local Plan. This LDS has been prepared to reflect this decision.

Geographical Coverage of the Emerging Adur Local Plan

1.5 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 Core Strategy 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 (green 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 early 2012, the Development Plan consists of:

- South East Plan 2009
- Adur District Local Plan 1996 (saved policies).

1.6 West Sussex County Council is the Minerals and Waste local planning authority and the policy framework for these matters is contained in the West Sussex Minerals Local Plan, much of which is saved. A Minerals and Waste Core Strategy is currently under preparation. (For more information, please see www.westsussex.gov.uk).

1.7 The Government has announced its intention to revoke the Regional Spatial Strategies (including the South East Plan) in due course. Once revoked, the South East Plan will cease to be a material consideration, and the development plan will consist of the saved Adur District Local Plan policies.

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 The West Sussex Structure Plan 2001 - 2016 has now been replaced by the South East Plan. The policies of the South East Plan will be a material consideration until the South East Plan itself is formally revoked.

1.10 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 a West Sussex Minerals and Waste Development Framework.

1.11 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 recently been agreed. More details on this may be found in Section 3.

Proposed Changes to Planning System

1.12 The Government is implementing a series of reforms to the planning system. These include the publication of a National Planning Policy Framework (NPPF), designed to replace existing Planning Policy Statements (the draft NPPF was published in summer 2011). In addition, as a fundamental part of the drive towards 'localism' the Government is seeking to enable communities (via Parish Councils or Neighbourhood Forums) to prepare Neighbourhood Plans for their area. These will be in addition to, rather than replacing the Development Plan Documents prepared by the statutory local planning authorities. Precise details will be confirmed in due course. Further details on the Localism Act and potential changes to the planning system can be found on the Department for Communities and Local Government website (<http://www.communities.gov.uk/corporate/>)

Interim Planning Guidance for Shoreham Harbour

1.13 Interim planning guidance (IPG) for the Shoreham Harbour Regeneration Area has been prepared by the three local planning authorities of Adur, Brighton and Hove and West Sussex. The purpose of the guidance is to provide prospective applicants with a summary of the existing planning policy framework for the Harbour and to provide an overview of the future development priorities during the interim period (2011-2013), whilst a detailed Development Plan Document, in the form of a Joint Area Action Plan, is being prepared. This IPG does not constitute a Supplementary Planning Document (SPD) as part of the Local Development Framework (LDF) and does not establish new planning policy but, through setting out the background and context to the regeneration plans, aims to help encourage development that is in keeping with the future vision. The guidance was originally subject to stakeholder consultation during November 2008 and subsequently approved in January 2009. Following further updates more consultation was carried out in July 2011, and adopted in October 2011.

2. ADUR LOCAL DEVELOPMENT DOCUMENTS - TIMETABLE

2.1 The following sets out the Local Development Documents to be prepared by the Council up to 2014. 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).

Adur Local Plan

2.2 The Adur Local Plan will set out a strategy for development in the District up to 2028 and form 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 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.

Commence preparation	Started beginning of 2008
Stakeholder consultation (Regulation 25)	June – July 2010
Community and Stakeholder consultation (Regulation 25)	27 June – 7 th August 2011
Community and Stakeholder Consultation (Regulation 25) (Draft Local Plan)	July-August 2012
Formal consultation (Regulation 27) on pre-submission draft	March-April 2013
Submit to Secretary of State	May 2013
Pre- hearing meeting	July 2013
Public Hearing	August 2013
Receive Inspectors Report	October 2013
Adopt	December 2013

Joint Area Action Plan for Shoreham Harbour

2.3 The Adur Local Plan (and Brighton and Hove City Plan) will indicate Shoreham Harbour 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, an Area Action Plan is being produced jointly by the local planning authorities of Adur District Council and Brighton and Hove City Council and West Sussex County Council working with relevant agencies and bodies including Shoreham Port Authority, the Environment Agency and the Homes and Communities Agency. The Joint Area Action Plan will need to be consistent with the Adur Local Plan and Brighton and 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 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 Area Action Plan.

Commence preparation	Started beginning of 2008
Public consultation (Regulation 25)	Within period May- July (tbc) 2012; January-February 2012 (Provisional timescales)
Publication of pre-submission draft (Reg 27)	December 2013-January 2014
Submit to Secretary of State	March 2014
Public Hearing	June 2014
Receive Inspectors Report	August 2014
Adopt	October 2014

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 Adur Local Plan.

Stakeholder involvement (Regulation 25)	September 2013
Consultation (Regulation 25)	January-February 2014
Formal consultation (Regulation 27) on pre-submission draft	July-August 2014
Submit to Secretary of State	September 2014
Public Hearing	November 2014
Receive Inspectors Report	January 2015
Adopt	March 2015

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 how they will be applied.

Guidance on Infrastructure Provision SPD

3.2 Although it is intended that the Council will adopt the Community Infrastructure Levy in due course (see above) 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 Core Strategy. It is anticipated that this document is prepared alongside the Community Infrastructure Levy Charging Schedule.

Preparation and Information Gathering	March 2013
Community involvement in draft	July- August 2013
Adoption	February 2014

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 policy/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 which has been made evident through national and international targets on reducing CO2 emissions and through new national guidance on producing sustainable buildings (e.g. Code for Sustainable Homes, Building a Greener Future).

Preparation and Information Gathering	January-February 2014
Community involvement in draft	April-May 2014
Adoption	August 2014

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. There may be benefits in undertaking this DPD jointly with Worthing Borough. If resources allow, this SPD may be brought forward earlier.

Preparation and Information Gathering	January-February 2014
Community involvement in draft	April-May 2014
Adoption	August 2014

Internal and External Space Standards for New Homes SPD

3.5 This SPD will support a new 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 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 2013. External space standards for new dwellings will also be addressed in this SPD

Preparation and Information Gathering	October-November 2013
Consultation	January – February 2014
Adoption	May 2014

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.

Preparation and Information Gathering	October-November 2013
Consultation	January – February 2014
Adoption	May 2014

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 as part of the emerging Adur Local Plan. 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 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.

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. This work is currently being timetabled; expectation is that would be examined after adoption of the Adur Local Plan, but before April 2014.

4.4 Prior to the adoption of CIL, and the adoption of an SPD on Infrastructure (see above) Adur is preparing an Interim Planning Guidance note to clarify the current position and expectations relating to Planning Obligations in the district.

Early engagement, information gathering and preparation.	March 2013
Consultation	July-August 2013
Submit	September 2013
Hearing	December 2013
Inspectors Report	February 2014
Adoption	April 2014

Statement of Community Involvement

4.5 Community involvement plays a key part in the new planning system. A Statement of Community Involvement (SCI) was approved by the Council in December 2006. This outlines the methods of consultation that will be used for the various stages in the preparation of the Local Development Framework and other documents. In response to new regulations and policy guidance issued in June 2008, the Council has published an Annex to the adopted Statement of Community Involvement providing details of the changes made to the stages in preparing

Development Plan Documents. This should be read in conjunction with the full SCI adopted in December 2006.

4.6 A review of the SCI commenced in September 2011 and a SCI is being prepared jointly with Worthing Borough Council. An evaluation of the effectiveness of the consultation methods used will be undertaken as part of the preparation of the joint SCI.

Commence review	November 2011
Early engagement	January 2012
Consultation	February-March 2012
Adoption	June 2012

A Strategy for Adur's Heritage Assets

4.7 A Strategy for Adur's heritage assets will be prepared in due course. This is likely to address issues such as protection and enhancement, increasing understanding of the historic environment, and how to make the most of heritage assets in tourism, regeneration, and influencing new design. However, it may not be possible to resource this within the timescale of this LDS; as a result, no timetable is given. However, should circumstances change and resources become available, this could be brought forward.

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, 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 (regulation 25) 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. 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 should be published (though 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 be continued, 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 in due course.

Resources and Joint Working

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

- Policy Manager
- 3 Planning Officers (two full time and one part time)

- A Community Engagement and Support Officer (part-time)

Two additional planning officers also work on the Shoreham Harbour Joint Area Action Plan, and are based in the Adur Planning Policy Team.

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 and a joint SCI.

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 3 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 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 Joint 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>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

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, SPDs, the CIL Charging Schedule and the SCI will be produced in hard copy and electronic format and made available on the Adur District Council 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	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.	AH2
Shoreham Waterside North Interim Planning Guidance	Sept. 2000	Provides the policy framework for the area	Will remain a material consideration in the determining	AE7. AE8. AE9. AT1, AT4,

		known as Shoreham Waterside North within the Shoreham Maritime Regeneration Strategy	of planning applications until the Local Plan and JAAP are adopted.	AR1, AR11
WSSC 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 September 2012	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
Good Practice Guidance for Houseboats	May 2007	Sets out advice and guidance to advise existing and future houseboat owners on the type of development	This document will remain a planning consideration, although may be updated in due course, when resources allow.	AG1, AC1, AC4, AR15, AB16, AT10.

		and changes which are appropriate to the houseboats.		
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
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 February 2014. 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 2014.	AE7, AE8, AE9, AR13, DPAE7, DPAE8 and any other policies in the Local Plan in so far as they relate to the Harbour area.

Appendix 2

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

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

Policy	Subject	Comments
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.
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 and 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

Policy	Subject	Comments
AT11	The Coastal Link	saved for policy coverage
AT12	Access, Servicing and Parking Requirements for Developments	saved for policy coverage
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
Policy	Subject	Comments
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
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
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

Policy	Subject	Comments
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 to3	Lancing College	saved as it provides policy coverage for Lancing College
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

Policy	Subject	Comments
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
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

Appendix 3 Table of Proposed Local Development Documents

Document Title	Status	Brief Description	Chain of Conformity	Early Stakeholder and Community Engagement	Community Participation	Formal consultation on pre-submission draft	Date for Submission to SoS	Adoption
Adur and Worthing Joint Statement of Community Involvement	Local Development Document	Sets out the methods which the Council will use to involve the local community and stakeholders in producing the LDF documents. It also identifies the types of groups involved in the process.	Revision based on Localism Act and/or amendments to Town and County Planning (Local Development) (England) Regulations 2004	It is anticipated that the provisions for revision/ amendments of SCIs will be simplified through Localism Act and/ or amendments to Regulations. As such, this timetable is provisional only, and a revised timetable will be produced in response to these changes. Provisional timetable: Early engagement January 2012 Consultation: February-March 2012 Adoption: June 2012				June 2012
Adur Local Plan	Development Plan Document (DPD)	Sets out vision, objectives and district spatial development strategy, makes allocations, and sets	General conformity with SE Plan/ Draft National Planning	June –Aug 2011	July-August 2012	March-April 2013	May 2013	December 2013

		out policies for detailed implementation and development management.	Policy Framework					
Gypsy and Traveller DPD	Development Plan Document (DPD)	Will address the accommodation needs of Gypsies and Travellers in the District.	General conformity with SE Plan/ Draft National Planning Policy Framework, and adopted Adur Local Plan	Oct-Nov 2013	January-February 2014	July-August 2014	September 2014	March 2015

Document Title	Status	Brief Description	Chain of Conformity	Early Stakeholder and Community Engagement	Community Participation	Formal consultation on pre-submission draft	Date for Submission to SoS	Adoption
Joint Area Action Plan for Shoreham Harbour	Development Plan Document (DPD)	Sets out vision, objectives, strategies, policies and detailed site allocations for the Shoreham Harbour area.	In conformity with SE Plan/ NPPF and Local Plan (to be produced in parallel) NPPF	Various - ongoing	Within period May- July 2012; also Jan-Feb 2013 (provisional timetable)	December 2013 – Jan 2014	March 2014	October 2014
Document Title	Status	Brief Description	Chain of Conformity	Preparation and Information Gathering	Community Participation	Formal consultation on pre-submission draft	Date for Submission to SoS	Adoption
Guidance on Infrastructure Provision	Supplementary Planning Document (SPD)	To provide guidance on securing the appropriate infrastructure to support both existing and new development in line	In conformity with NPPF and Local Plan	March 2013	July-August 2013	N/A	N/A	February 2014

		with Local Plan policies. (This will be developed in parallel with Community Infrastructure Charging Schedule).						
Sustainable Design and Construction	Supplementary Planning Document (SPD)	To provide guidance on how to reduce energy consumption and make new and existing buildings more sustainable, energy efficient, and resilient to climate change.	In conformity with NPPF and Local Plan	Jan-Feb 2014	April-May 2014	N/A	N/A	Aug 2014

Document Title	Status	Brief Description	Chain of Conformity	Preparation and Information Gathering	Community Participation on draft	Formal consultation on pre-submission draft	Date for Submission to SoS	Adoption
Green Infrastructure and Open Space	Supplementary Planning Document (SPD)		In conformity with Adur Local Plan	Jan-Feb 2014	April-May 2014	N/A	N/A	Aug 2014
Guidance on Internal and External Space Standards for New Homes	Supplementary Planning Document (SPD)	This SPD will be prepared to support a new policy in the Local Plan to secure well designed new homes with internal and external spaces appropriate for the size of potential household.	In conformity with Adur Local Plan		January-February 2014	N/A	N/A	May 2014
Demonstrating genuine redundancy of employment sites	Supplementary Planning Document (SPD)		In conformity with Adur Local Plan	Oct-Nov 2013	Jan-Feb 2014	N/A	N/A	May 2014

	SCI	Local Plan - DPD	JAAP - DPD	Gypsy and Traveller DPD	CIL Charging Schedule	Guidance on Infrastructure Provision - SPD	Sustainable Design and Construction SPD	Green Infrastructure and Open Space	Guidance on Internal and External Space Standards for New Homes - SPD	Demonstrating genuine redundancy of employment sites
Jun-11		Reg 25 consultation								
Jul-11		Rg 25 consultation								
Aug-11		Reg 25 consultation								
Sep-11										
Oct-11										
Nov-11										
Dec-11										
Jan-12	Early Engagement									
Feb-12	Consultation									
Mar-12	Consultation									
Apr-12										
May-12			Reg 25 consultation							
Jun-12	Adoption		Reg 25 consultation							

Jul-12		Reg 25 doc on consultation	Reg 25 consultation							
Aug-12		Reg 25 consultation								
Sep-12										
Oct-12										
Nov-12										
Dec-12										
Jan-13			Reg 25 consultation							
Feb-13			Reg 25 consultation							
Mar-13		Reg 27 doc			Early engagement	Preparation and Info Gathering				
Apr-13		Reg 27 doc								
May-13		Submission								
Jun-13										
Jul-13					Consult	consultation				
Aug-13		Hearing			Consult	consultation				
Sep-13					Submit					
Oct-13		Inspectors Report		Preparation and Info Gathering				Preparation and Info Gathering	Preparation and Info Gathering	
Nov-13				Preparation and Info gathering				Preparation and Info Gathering	Preparation and Info Gathering	
Dec-13		Adoption	Reg 27		Hearing					
Jan-14			Reg 27	Reg 25			Preparation and info gathering	Preparation and info gathering	consultation	Consultation

Feb 14				Reg 25	Inspectors Report	Adopt	Preparation and info gathering	n Preparation and info gathering	consultation	consultation
March 14			Submission							
April 14					Adoption		Consult	Consult		
May 14							consult	Consult	Adopt	Adopt
June 14			Hearing							
July 14				Reg 27						
Aug 14			Inspectors report	Reg 27			Adopt	Adopt		
Sept 14				Submission						
Oct 14			Adoption							
Nov 14				Hearing						
Dec 14										
Jan 15				Inspectors Report						
Feb 15										
March 15				Adoption						

Please note: Timetable for revisions to SCI subject to Localism Act and/or and amendments to Town and County Planning (Local Development) (England) Regulations 2004

Also: resources may need to be reallocated subject to development of any Neighbourhood Plans in Adur District.

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 2011-2028.

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, the development plan comprised the South East Plan and the Adur Local Development Framework. Once the South east Plan is revoked, it will consist of the saved policies from the Adur District Local Plan 1996 until these are replaced by the adopted Adur Local Plan.

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 (SPD's) 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.

Planning and Compulsory Purchase Act (2004)

Legislation which requires the production of Local Development Frameworks and Regional Spatial Strategies, which will supersede Structure Plans and Local Plans.

Public Examination

An examination held by an independent inspector appointed by the Secretary of State into the Local Development Framework to consider whether Development Plan Documents and the Statement of Community Involvement are sound.

Regional Spatial Strategy

Planning policy document (South East Plan) which forms part of the development plan until revoked through the implementation of the Localism Act.

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 2011.

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 and regional policy and the Sustainable Community Strategy, 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

South East Plan

This is the Regional Spatial Strategy for the South East. It is to be revoked following the implementation of the Localism Act.

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 requests that each Development Plan Document is submitted to the Government giving an opportunity for representations and objections to be made by the public. The independent examination for soundness of the document follows.

Supplementary Planning Guidance and Supplementary Planning Documents

Planning guidance that supplements a policy/policies in an adopted Local Plan, or 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 'Waves Ahead'.