

Ward: Worthing (All)

## Worthing Local Development Scheme 2015-2018

### Report by the Director for the Economy

#### 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 LDS acts as a public statement which sets out a three year management plan for the Planning Policy Team.
- 1.2 The existing LDS for Worthing adopted in February 2012 needs to be updated to ensure that the Council has an up-to date public 'project plan' that identifies which planning documents are to be produced. In response to reforms made to the planning system at the national level the key change within the local work programme is the Council's commitment to produce a new Local Plan. When adopted, this will replace the existing Worthing Core Strategy (2011) and will form the key Development Plan for the Borough for the coming years. Given the resources required to prepare and adopt a new Local Plan this will be the key priority for the Planning Policy team over the next three years.
- 1.3 Joint Strategic Committee (31<sup>st</sup> March) will be asked to formally recommend to Council the adoption of the new LDS. In advance of that meeting Members of the Joint Overview and Scrutiny Committee are being asked to consider and comment on the work programme outlined below.

#### 2.0 Background

- 2.1 Planning Regulations require the preparation of the Local Development Scheme (LDS). The LDS is a document which identifies and describes the Local Development Documents to be produced, and prescribes the timetable for their preparation and revision. Although Local Planning Authorities are required to produce a LDS, there is no longer a requirement to submit it to Government for formal endorsement. However, 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).
- 2.2 The current LDS for the Borough was adopted in February 2012 which was shortly after the adoption of the Worthing Core Strategy. As a consequence, the work programme set out at that time sought to bring forward documents that would assist

in the delivery of the vision and objectives that had been established. A number of the documents planned for at that time have since been put in place.

- 2.3 As a result of the changes to the planning system, there is now a need to revise the existing work programme. The regional tier of planning has been removed and the shift to a system of decentralisation and localism means that the context in which local planning policy is formed has changed.
- 2.4 The current adopted Development Plan for Worthing is the Worthing Core Strategy and this was intended to cover the period to 2026. However, whilst this was adopted relatively recently in 2011, this was prior to the publication of the National Planning Policy Framework (NPPF) which is now a material consideration at the local level. The new requirements of the NPPF have had a significant impact on planning at the local level, in particular, how local planning authorities need to plan for housing. This has, in effect, meant that all local authorities that have an adopted Plan in place now need to reassess their planning policy framework to consider whether a review is required so that local policies remain in broad conformity with high level plans and guidance.
- 2.5 Guidance is clear in that a full plan review is required if the existing Development Plan (Core Strategy) is not in general conformity with the NPPF, and in particular, if it does not seek to meet objectively assessed housing needs. The Planning Advisory Service (PAS) recommends that a local planning authority should start to review its Core Strategy if, as a result of an update evidence, there is an increase in the housing number. This will be particularly the case for authorities such as Worthing where the Core Strategy was adopted pre-NPPF and where emerging evidence is showing that the Council's objectively assessed housing needs are much greater than that being planned for in the Core Strategy. The way in which the Council now needs to plan for housing and the implications of this are explained in detail within a report that was presented to Joint Strategic Committee 22<sup>nd</sup> July 2014.
- 2.6 'Doing nothing' is not a practical option as this could potentially result in speculative applications for development and without an 'up-to-date' Plan in place and a 5 year supply of housing land, the Council could lose a level of control as to how these are determined. Inspectors are giving policies in the NPPF full weight at appeal hearings and in many instances these override the local policy position if this is not in full conformity with the NPPF. Therefore, to ensure that the Council is able to retain a level of local control over developments it is vital that the Council has an up-to-date Development Plan in place that conforms to the NPPF.
- 2.7 Without these major changes to the planning system the Council would have continued to deliver the aims of the Core Strategy. However, these changes have had significant implications for the work programme in Worthing and, as a consequence, it is recommended that the Council undertakes a full review of the Council's adopted Core Strategy and develops on a new Local Plan.

### **3.0 Proposals**

- 3.1 The LDS (attached as Appendix A) sets out the programme for the production of a new Local Plan for the Borough and includes key milestones to inform people about opportunities to be involved in the plan making process.

- 3.2 Given the statutory requirements, the need to collect appropriate evidence and the need to consult widely at each appropriate stage the preparation of a new Plan is not a quick process. As set out in the document, it is estimated that it will take approximately three years to get a new Local Plan in place. Officers have been working with the Planning Advisory Service to ensure that the evidence base and the proposed work programme are robust and realistic and further advice will be sought as the Plan is progressed.
- 3.3 The Local Plan, when adopted, will become the primary basis upon which all planning decisions are made in the Borough. It will contain a vision, development strategy, development management policies and site allocations (if required) for housing, employment, retail etc to meet future needs over the next 15 years. Whilst it is inevitable that some elements of the Core Strategy will be taken forward in the new Local Plan, care will be taken to ensure that all policies, objectives and associated evidence are advanced in line with prevailing national planning legislation and guidance.
- 3.4 To meet the requirements of the NPPF, the preparation of a new Local Plan for Worthing must seek to meet objectively assessed housing needs unless the adverse impacts of doing so would significantly and demonstrably outweigh the benefits or policies within the Framework indicate that development should be restricted.
- 3.5 Although housing evidence is still emerging it is very apparent that there will not be the capacity within the existing built-up area to meet the very significant levels of housing need identified in recent studies. The need to test positively all opportunities has been made very clear at recent Local Plan Examinations and, as a result, the Council will need to give careful consideration to the potential allocation of additional greenfield sites to help meet development needs.
- 3.6 It is accepted that the potential allocation of greenfield land for development can often be contentious. For this reason, the Council needs to ensure that the appropriate level of evidence is in place so that informed decisions can be made on the development potential of each site. The first key stage of Local Plan preparation for Worthing will be getting this evidence in place and this work will be undertaken in the coming months. As set out in the work programme, there will then be periods of consultation when all interested parties will be invited to make comments on the emerging Plan.
- 3.7 Whilst the progression of a new Local Plan will be the key focus for the Planning Policy Team in the coming years the LDS sets out other areas of work such as the Community Infrastructure Levy and guidance documents that will also be progressed for Worthing.
- 3.8 The implementation of the LDS will be monitored with the Council's Annual Monitoring Report which is published each December to cover the proceeding financial year.
- 3.9 The Council's commitment to produce a new Local Plan represents an important decision which will influence long-term strategic development decisions in the Borough. For this reason it is considered appropriate for Members of the Joint

Overview and Scrutiny Committee and then Joint Strategic Committee to consider the timetable and associated report (the LDS). However, it is not considered necessary for the same committees to consider any subsequent revisions which are deemed minor to the timetable that may be required in response to changes in legislation or for any other reason. In these instances, and as set out in the recommendations, it is considered more appropriate for the Cabinet Member for Regeneration (in consultation with the Director for the Economy and / or the Head of Economic Growth) to agree any necessary minor revisions to the LDS timetable.

#### **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(7) Planning and Compulsory Purchase Act 2004 (substituted 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 (2) (f) being the timetable for the preparation and revision of the development plan documents.

#### **5.0 Financial implications**

- 5.1 There are no direct costs associated with producing and make available the Local Development Scheme. However, there are some significant costs attached to the progression of a new Local Plan. Most of these costs relate to the evidence base required to make informed decisions within the Plan but there are also cost associated with the Examination. The production of the Local Plan, as timetabled in the LDS, is to be funded by the existing service budget.

#### **6.0 Recommendation**

- 6.1 It is recommended that Joint Overview and Scrutiny Committee considers and comments on this report and the associated Local Development Scheme 2015-2018 (appendix A). Comments will be reported to the Joint Strategic Committee (31<sup>st</sup> March) who will be asked to recommend the following to Full Council:
- That the revised Local Development Scheme for Worthing (2015-18) is approved and that this is made available on the Council's website.
  - That any subsequent changes of a minor nature to the timetable that may be required will be delegated to the Director for the Economy or, in his absence,

the Head of Economic Growth, in consultation with the Cabinet Member for Regeneration.

## **Local Government Act 1972**

### **Background Papers:**

- Worthing Core Strategy (2011)
- Worthing Borough Council – Local Development Scheme (Feb 2012)
- Planning Policy Review (Housing) – Report to Joint Strategic Committee 22/07/14

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## **Schedule of Other Matters**

### **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 addressed by the LDS, to improve the visual appearance of the Borough; to ensure the provision of sufficient housing and employment; to promote regeneration and to promote the viability and sustainability of the town centre.

(B) In line with Government requirements the Council will 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 will aim to promote sustainable development.

### **4.0 Equality Issues**

4.1 The LDF documents outlined in the LDS aim to ensure that all groups in Worthing have equal access to the spatial opportunities offered by the new development plan. For example the provision of affordable housing and sustainable transport initiatives are key issues to be addressed through the new plan to promote equal opportunities. The Plan will be the subject of an Equalities Impact Assessment.

### **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 Borough and therefore have a positive impact on the reputation of the Council.

### **8.0 Consultations**

- 8.1 Formal and informal stages of consultation with the public and all relevant stakeholders are integral to the development of a new Local Plan. Consultation will be undertaken in line with the Joint Adur and Worthing Statement of Community Involvement (Dec 2012).
- 8.2 Members of the Council will be involved in the progression of the new Local Plan at all appropriate stages. The Worthing LDF Member Working Group will also be involved in producing the Local Development Framework and its constituent elements.

## **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 Government's Duty to Co-operate places a requirement on Local Planning Authorities to work with their neighbours to address strategic issues. Work to address this need is on-going and will continue as the Plan is advanced.
- 12.2 Given that the Local Plan for Adur District Council is well advanced, officers will consider best practice and elements/policies in that Plan that will also be relevant to the new Worthing Local Plan. Where appropriate, evidence studies will be procured jointly with Adur DC and other neighbouring planning authorities.

# Local Development Scheme

## 2015-2018





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## **1.0 Introduction**

- 1.1. The Planning & Compulsory Purchase Act 2004 (as amended) requires local planning authorities to prepare a Local Development Scheme (LDS). The LDS is a public 'project plan' identifying which Local Development Documents will be produced. It establishes a three year work programme that allows stakeholders to understand the current and proposed planning policy framework for the area and the associated resource implications. This version of the LDS, when adopted, will supersede the previous version published by the Council in 2012.

### Overview

- 1.2 The role of town and country planning is to ensure that development and growth is sustainable and that planning decisions will not damage the environment for future generations. It seeks to anticipate and respond to changes in the physical and built environment through the Development Plan and the determination of planning applications. The planning system in England operates on a number of levels with local development being influenced by what happens regionally and nationally.
- 1.3 Since the coalition government came into power the planning system has undergone significant change. The Localism Act (2011), the National Planning Policy Framework (NPPF - 2012), the Local Planning Regulations (2012) and the National Planning Policy Guidance (PPG - 2014) have largely replaced the vast majority of government planning guidance and they set out the government's revised approach to the planning system. This LDS has been prepared to reflect the requirements of this new legislation.
- 1.4 The shift to a system of decentralisation and localism means that the context in which planning policy is formed has changed. The regional tier of planning has been removed with the revocation of the Regional Spatial Strategies. The Government revoked the South East Plan in March 2013 and, therefore, this is no longer part of the development plan.
- 1.5 These changes have had significant implications for the work programme in Worthing and, as a consequence, a full review of the Council's adopted Core Strategy and the development on a new Local Plan is now required. This LDS sets out the programme for the production of a new Local Plan for the Borough and includes key milestones to inform people about opportunities to be involved in the plan making process.
- 1.6 The implementation of the LDS will be monitored with the Council's Annual Monitoring Report which is published each December to cover the proceeding financial year.

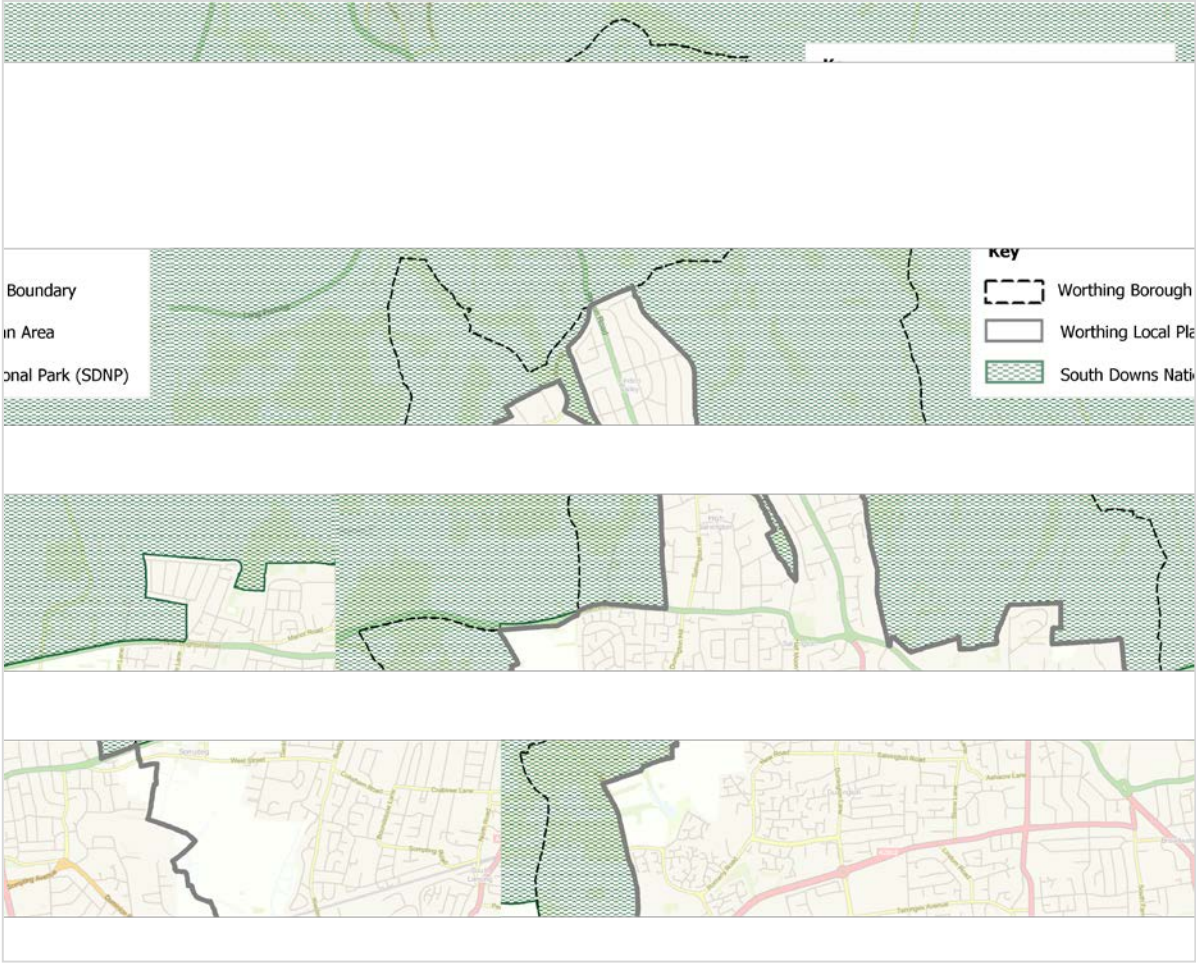
## **2.0 What is the current Development Plan?**

- 2.1 The planning framework for the borough is established within a number of Local Development Documents as part of the Local Development Framework (LDF). These comprise of Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs). At the time of publishing this LDS the Development Plan for Worthing Borough comprises of:
- Worthing Core Strategy (2011)
  - Saved policies from the Worthing Local Plan (2003) – see appendix 6 of the Core Strategy
- 2.2 West Sussex County Council is the Minerals and Waste local planning authority and the policy framework for these matters is contained in:
- West Sussex Waste Local Plan (2014)
  - Saved policies from the West Sussex Minerals Local Plan – (2003) (a new Plan is currently being prepared).
- 2.3 In addition to the above, the Council has published a number of non-statutory planning guidance documents which have been produced to support planning policies. These will continue to be material planning considerations as long as the relevant saved development plan policies are in place and where the principles are in general conformity with national policy.

### **3.0 The New Local Plan**

- 3.1 The previous version of the LDS (2012) established a work programme for the progression of Local Development Documents that would help to support and deliver the Vision, Strategic Objectives and policies that were established in the Core Strategy. A number of these documents have been put in place. However, as a result of the changes to the planning system, there is now a need to revise the existing work programme.
- 3.2 The key change is the Council's commitment to review the current Development Plan for the Borough (the Worthing Core Strategy 2011) and advance a new Plan (to be called the Worthing Local Plan).
- 3.3 The Plan, when adopted, will become the primary basis upon which all planning decisions are made in the Borough. It will contain Development Management policies and site allocations (if required) for housing, employment, retail etc. Given that the Core Strategy has been adopted relatively recently it is likely that some elements (particularly some of strategic objectives) will be taken forward with the new Local Plan. However, care will be taken to ensure that all policies, objectives and associated evidence are advanced in line with prevailing national planning legislation and guidance.
- 3.4 The Worthing Local Plan is the only Development Plan Document programmed within this LDS and, once adopted, it will replace the Core Strategy (2011) and all saved policies from the previous Local Plan. The existing Proposals Maps, which form part of the adopted Worthing Core Strategy, will be revised as appropriate as part of the emerging Worthing Local Plan.
- 3.5 The Local Plan will cover Worthing Borough excluding the area within the South Downs National Park (see map below). The South Downs National Park Authority is the local planning authority for the South Downs National Park area.
- 3.6 Whilst the progression of a new Local Plan will be the key focus for the Planning Policy Team in the coming years other work will also be progressed and this is set out in section 5.

Map illustrating Worthing Borough and the area to be covered by the Local Plan



## **4.0 The Plan Making Process**

- 4.1 The process of preparing and adopting Development Plans such as a new Local Plan for Worthing is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012. A summary of this process is set out below and then incorporated within the work programme.

### Public Participation and Engagement

- 4.2 Community involvement is a key component in shaping the content of the Local Plan. This may be an iterative process involving several major rounds of engagement in addition to ongoing discussions with interested parties. The scale and nature of community involvement will vary according to the stage of document production. Public participation will be guided by the Council's Statement of Community Involvement (Dec 2012).
- 4.3 The Town and Country Planning (Local Planning) (England) Regulations 2012 encourage extensive early public participation in the preparation of the Local Plan. In response to this, and as set out in the work programme, the first key stage of public engagement is currently planned for autumn 2015 when the Council will 'launch' the Local Plan review, explain the context of this work and encourage all interested parties to participate in the development of the Plan.
- 4.4 The statutory Duty to Co-operate has formalised previous working arrangements between councils, statutory agencies and a range of transport authorities to ensure partners are fully engaged in the plan preparation process. Work to address the requirements of the Duty to Co-operate will continue and will be reported within the Annual Monitoring Report.

### Publication and Submission

- 4.5 Informed by relevant up-to-date evidence, and on completion of the initial public participation stages, the Council will prepare the Local Plan for formal publication. Once published there is a period for representations on issues of soundness and legal compliance. The Council can make limited, minor amendments to the published document at this stage before submitting it to the Secretary of State and the Planning Inspectorate along with the representations and a summary of the changes.

### Sustainability Appraisals and Strategic Environmental Assessment

- 4.6 To assess the potential impact of the Local Plan it must be subjected to thorough sustainability appraisal. In order to fully comply with the European SEA Directive and the UK SEA Regulations and to provide a robust evidence base the Council will adopt an integrated approach towards meeting the requirements for both sustainability appraisal and strategic environmental assessment of the Local Plan. The appraisals are a systematic, iterative process, integrated into each phase of document production to try to ensure that the Local Plan proposes the most sustainable pattern of future development possible. Their purpose is to assess the extent to which

emerging policies and proposals will help achieve relevant environmental, social and economic objectives. In addition, the Council will undertake a Habitats Regulations Assessment (including Appropriate Assessment) as necessary.

#### Examination

- 4.7 Once the Local Plan, its sustainability appraisal and all other supporting documentation have been submitted to the Secretary of State it must be examined by an independent Inspector before the Council can adopt it. The Inspector is charged with examining whether the document complies with legislation, whether the duty to co-operate has been properly met and the proposed plan is sound.
- 4.8 Development plan documents must be prepared within the context of national policy. They should be in accordance with this unless strong local evidence indicates that variation from this would provide better outcomes in the specific local context of Worthing.

#### Production Programme

- 4.9 The Council places a high priority on production of a successful, sustainable development strategy for the Borough which will be set out in the Worthing Local Plan. Its purpose is to set out the development strategy for the town, to establish policies for managing development and to guide and allocate site-specific proposals for a range of development. The Policies Map (formerly known as the proposals map) will be revised alongside the Local Plan to provide a geographical illustration of the application of the policies of the Local Plan.

## Timetable for the Worthing Local Plan

Local Plan Stage	2015				2016				2017				2018	
	Spring	Summer	Autumn	Winter	Spring	Summer	Autumn	Winter	Spring	Summer	Autumn	Winter	Spring	Summer
Initial Evidence Collecting	■	■	■	■										
Early stakeholder engagement			■											
Issues and Options					■									
Publication								■						
Submission									■					
Examination											■			
Inspector's Report													■	
Adoption														■

Note: The Sustainability Appraisal will be advanced alongside the Local Plan



## **5.0 Other areas of Work**

### Community Infrastructure Levy

- 5.1 The Community Infrastructure Levy is a mechanism through which Councils can collect financial contributions from developers toward the infrastructure needs of the Borough.
- 5.2 Following two separate rounds of consultation, and informed by a comprehensive evidence base, the Council submitted for Examination its Draft Charging Schedule and accompanying evidence to the Planning Inspectorate in June 2014. Following a hearing session (September 2014) the Council received the Inspector's Report which concluded that, subject to two modifications, the Council's Schedule provides an appropriate basis for the collection of the levy. As such, the Council formerly agreed to adopt the Levy in February 2015 and an implementation date has been set for 1<sup>st</sup> October 2015.

### Neighbourhood Plans

- 5.3 The Localism Act 2011 introduced reforms which enabled the creation of Neighbourhood Plans which, once adopted, would form part of the statutory development plan. There are currently no Neighbourhood Plans being progressed in Worthing. Should any Neighbourhood Plans be promoted within the Borough they will be progressed by the respective communities (as a Neighbourhood Forum) rather than the Council.

### Supplementary Planning Documents (SPDs)

- 5.4 Supplementary Planning Documents (SPD) provide greater detail on policies within the Council's Development Plan and support decisions on planning applications. The Council has in place a number of SPDs covering a range of topic areas. These, and other guidance documents, can be viewed at using the link below.

<http://www.adur-worthing.gov.uk/worthing-ldf/spd-and-guidance/>

- 5.5 Given the focus being placed on the production of a new Local Plan there are no new SPDs currently programmed within this LDS. However, should the need arise or resources become available new documents may be produced. This may include documents such as the Conservation and Heritage SPD and the Green Infrastructure SPD which were programmed within the previous LDS. The Council will report the progression of these and any other documents within the Annual Monitoring Report.

### Infrastructure Delivery Plan

- 5.6 The Council's Infrastructure Delivery Plan will be updated to ensure that there is a good understanding of current infrastructure needs and the services and facilities required to support additional growth.

## **6.0 Resources**

- 6.1 Worthing Borough Council has strong corporate commitment to the adoption of a new Local Plan and the importance of this work is recognised and supported across the authority. Whilst the Planning Policy Team will take the lead in preparing the Local Plan and any ancillary documents, other teams within the Council will be involved at appropriate stages as the plan is progressed.
- 6.2 Expertise will be sought where relevant from other partners such as the County Council. Consultants may also be engaged on specific projects where there is a lack of capacity in-house, or additional specialist research is required.
- 6.3 There are strong project management arrangements and reporting structures in place to coordinate and monitor action on the Local Plan. Progress on the Local Plan will be reported to the quarterly meetings of the cross party Local Development Framework (LDF) Member's Working Group.
- 6.4 The existing budget for the Planning Policy Team makes allowance for anticipated costs of development plan production, including funding for specialist consultancy work and Examination. Careful management of the budget will be required particularly given the cost related to the commissioning of some of the evidence required to inform plan preparation.

## **7.0 Risk Assessment and Monitoring**

- 7.1 Whilst the timetable for the Local Plan review set out in this LDS provide the best indication of the work programme, for a number of reasons, there will always be a level of uncertainty associated with work of this nature. For example, there may be a high level of staff turnover, the level of public engagement is difficult to forecast, the national planning context may change and there may be additional resource requirements.
- 7.2 The following arrangements will help to mitigate against risks and will ensure that planning documents are progressed in line with the Local Development Scheme:
- Additional resources may be required in periods of heavy workload
  - Consultants may be appointed on short-term contracts to undertake specialist technical studies
  - Project management and reporting arrangements will ensure that the Local Plan is advanced in a transparent manner and that any risks / issues are identified and considered in a timely manner.
  - Joint working will take place with neighbouring authorities
  - Advice on procedural matters will be sought from the Planning Advisory Service and the Planning Inspectorate
- 7.3 The Local Development Scheme will be monitored on an on-going basis and regular updates will be provided on the Council's website and through the Planning Policy Newsletter. A more formal review of progress will be set out in the Council's Annual Monitoring Report. Any significant amendment to the timetable proposed may mean that this LDS will need to be reviewed.

## Glossary

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<b>Adoption</b>	The point at which the final agreed version of a document comes into use.
<b>Annual Monitoring Report (AMR)</b>	The AMR shares performance and achievements of the planning service with the public. It is designed to show what planning is doing and the difference it is making, in particular by reporting progress on the implementation of the Local Development Scheme, as well as the extent that policies set out in Local Development Documents (LDDs) are being achieved.
<b>Community Infrastructure Levy (CIL)</b>	A tariff based system of developer contributions which will be used to deliver some of the infrastructure required to support development in the Borough.
<b>Development Plan Documents (DPD)</b>	Spatial planning document prepared by the local planning authority that is subject to an independent public examination. They can cover a range of issues, and will set out the main spatial strategy, policies and proposals of the Council.
<b>Examination</b>	Independent inquiry into the soundness of a draft Local Plan chaired by an Inspector appointed by the Secretary of State.
<b>Infrastructure Delivery Plan (IDP)</b>	Identifies the infrastructure required to meet the spatial objectives and growth proposed in a Local Plan.
<b>Local Development Documents (LDD)</b>	Generic term for documents that can be included in the Development Plan and other planning documents.
<b>Local Development Framework (LDF)</b>	A portfolio of Local Development Documents that provides the framework for delivering the spatial strategy of the area.
<b>Local Development Scheme (LDS)</b>	A rolling three-year project plan for the preparation of Local Development Documents.
<b>Localism Act</b>	Covers a wide range of measures that have an impact on local government. The principle of localism is that power and resources should be transferred from central government to the local level. It is based on the principle that decisions should be taken as closely as possible to the people they affect.

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<b>Neighbourhood Plans</b>	A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area.
<b>Policies Map</b>	A map to illustrate policies and proposals in local development documents.
<b>Publication</b>	The point at which a draft Local Plan is issued for consultation prior to its submission to the Secretary of State for examination.
<b>Soundness</b>	A Local Plan must be 'sound'. The tests of soundness are set out in paragraph 182 of the NPPF, which states that a plan must be: positively prepared; justified; effective; consistent with national policy.
<b>Statement of Community Involvement (SCI)</b>	A document which sets out how a Council will engage with communities in reviewing and preparing planning policy documents and consulting on planning applications.
<b>Strategic Environment Assessment (SEA)</b>	Environmental assessment of policies, plans and programmes required under the European SEA Directive 2001/42/EC.
<b>Submission</b>	Following the publication and ensuing consultation the point at which draft Local Plan is submitted to the Secretary of State along with representations the received for examination.
<b>Supplementary Planning Documents (SPD)</b>	A type of planning document that provides support, and additional detail on the implementation of policies contained in Local Plans. An SPD is a material consideration, but carries less weight than a Local Plan.
<b>Sustainability Appraisals (SA)</b>	A social, economic and environmental appraisal of strategy, policies and proposals – required for the Regional Spatial Strategy, all Development Plan Documents and, where necessary, Supplementary Planning Documents. It is usually undertaken jointly with a Strategic Environmental Assessment.