

# **Draft Brighton & Hove Local Development Scheme 2014-2017**

Brighton & Hove City Council's Local Development Framework

**June 2014**



**Brighton & Hove  
City Council**

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## 1. Introduction

- 1.0.1 This is the 2014 version of the **Local Development Scheme (LDS)** produced by Brighton & Hove City Council. This document revises the previous version of the LDS that was approved by the city council in December 2011.
- 1.0.2 The scheme sets out the three year work programme for **Development Plan Documents (DPD)** in Brighton & Hove. DPDs are the set of planning policy documents that form the development plan for the area. DPDs and the LDS are produced in accordance with the Planning and Compulsory Purchase Act 2004 (including subsequent revisions) and relevant regulations.
- 1.0.3 This amended LDS provides the most up to date timetables for the production of the DPD being produced by Brighton & Hove City Council. It also explains the role of these documents and the reasons for changes to previously published timetables.
- 1.0.4 The LDS also sets out the timetable for other **Local Development Documents (LDD)**. These are secondary documents that do not form part of the development plan but provide additional guidance and information relating to development issues.

### 1.1 Legislation, Regulations, National Policy and Guidance

- 1.1.1 Since the production of the last LDS in 2011, the Government has introduced changes to the planning system, including publication of:
- The Localism Act 2011;
  - The National Planning Policy Framework (NPPF) in 2012 (and revocation of other national guidance); and
  - The National Planning Policy Guidance in 2014.
- 1.1.2 New regulations governing the making of Local Plans and other Local Development documents have also been introduced in April 2012<sup>1</sup>. These changes have been incorporated into the scope and timetables of the documents in this LDS, including the revocation of the Regional Spatial Strategy, the introduction of Neighbourhood Planning and the 'duty to co-operate' with neighbouring authorities. All plans have been and continue to be developed in close alignment with legislation, national policy, regulations and guidance.

### 1.2 Documents set out in the Local Development Scheme

- 1.2.1 There are two types of document set out in the LDS. These are:
- **Development Plan Documents (DPDs)**
  - Other Local Development Documents, primarily **Supplementary Planning Documents (SPD)** and the **Statement of Community Involvement (SCI)**.

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<sup>1</sup> The Town and Country Planning (Local Development) (England) Regulations 2012 – Statutory Instrument 2012 No. 767 – [http://www.legislation.gov.uk/ukxi/2012/767/pdfs/ukxi\\_20120767\\_en.pdf](http://www.legislation.gov.uk/ukxi/2012/767/pdfs/ukxi_20120767_en.pdf)

Alongside these, the council produces this **Local Development Scheme** and the **Authority Monitoring Report**, which sets out annually the progress of adopting and implementing DPDs.

- 1.2.2 The principal DPDs for Brighton & Hove are the City Plan Part One, which is at an advanced stage, and the forthcoming City Plan Part Two. As and when new DPDs become adopted by the council, they will gradually replace the policies in the adopted Brighton & Hove Local Plan (2005). The status of policies and plans in the transitional period from the previous local plan are set out in section 5. Appendix D also summarises the status of Supplementary Planning Guidance notes that have been saved as part of the transition to the local development system.

### 1.3 Jointly-Prepared Documents & Duty to Co-operate

- 1.3.1 This LDS also includes the DPDs that are part of the **Waste and Minerals Local Plan (WMLP)** prepared jointly with East Sussex County Council and the South Downs National Park Authority. Documents produced as part of the WMLP will eventually replace both the East Sussex and Brighton & Hove Waste Local Plan (2006) and Minerals Plan (1999). The Waste and Mineral Plan for East Sussex, South Downs and Brighton & Hove was adopted in February 2013.
- 1.3.2 In addition, the council is working with Adur District Council and West Sussex County Council to jointly produce a **Shoreham Harbour Joint Area Action Plan**.
- 1.3.3 Alongside the production of DPDs, the council will undertake work with adjoining authorities in accordance with the **Duty to Co-operate**. This work will address policy areas that have implications for cross-boundary working including housing, employment, gypsies and travellers, and transport.

### 1.4 Neighbourhood Planning

- 1.4.1 Neighbourhood planning, introduced in the Localism Act 2011, allows parish councils and neighbourhood forums to draw up a **Neighbourhood Development Plan (NDP)** for their area; once adopted, these plans become Development Plan Documents and guide decision-taking for the areas covered. Neighbourhood planning is community-led, with support provided by the Local Planning Authority. The timetable for preparing neighbourhood plans, and the primary resources for doing so, are the responsibility of the Parish Council or Neighbourhood Forum; the LDS does not therefore include information about the preparation of neighbourhood plans.
- 1.4.2 There are currently a number of communities in the city that are working towards the preparation of neighbourhood plans for their areas. Further details can be found on the council's website, where the progress of these plans will be recorded and updated:

<http://www.brighton-hove.gov.uk/content/planning/neighbourhood-planning>

## 2 The Local Development Scheme 2014-2017

### 2.1 Development Plan Documents

2.1.1 The adopted documents in table 1 form the statutory development plan for Brighton & Hove, alongside saved policies from previous DPDs. Once adopted, the proposed DPDs listed in table 2 will form the statutory development plan and replace saved policies.

**Table 1 – Adopted Development Plan Documents**

Table 1	
Development Plan Document	Description
Waste and Minerals Plan (formerly known as the Waste and Minerals Core Strategy)	Sets out the vision, objectives and strategy for sustainable waste development and minerals production in the area and will provide the framework for development control.

2.1.2 A number of policies in the Brighton & Hove Local Plan (2005), the East Sussex and Brighton & Hove Waste Local Plan (2006) and the Minerals Local Plan (1999) have been saved, and will continue to form part of the development plan for Brighton & Hove until replaced by the proposed DPDs shown in table 2. See section 5 for further details of saved policies.

**Table 2 – Proposed Development Plan Documents**

Table 2	
Development Plan Document	Description
City Plan Part One	To provide an overall strategic vision for the city to 2030. It sets out priorities to meet the challenges of the future and identifies the broad locations, scale and type of development and supporting infrastructure that is required. It makes both strategic allocations and employment site allocations.
City Plan Part Two	This document will include site allocations not shown in the City Plan Part One as well as detailed development management policies.
Policies Map	This will be adopted with the City Plan Part One and will be updated as each new DPD is adopted.
Waste and Minerals Sites Plan	Identifies sites which are potentially suitable for new waste management facilities whilst safeguarding existing waste management sites. It will also identify mineral resources for safeguarding as well as the railheads and wharves that could be used for bulk transport of waste and minerals. The need for facilities to manage waste water will also be considered.
Waste and Minerals Adopted Policies Map	Shows on a geographical basis the application of the policies in the Minerals Sites DPD.
Shoreham Harbour Joint Area Action Plan	To set out a vision, objectives, strategies, policies and detailed site allocations for Shoreham Harbour.

## 2.2 Other Local Development Documents

2.2.1 The Local development documents listed in table 3 provide additional guidance and information relating to the implementation of policies contained in DPDs. The following documents do not form part of the statutory development plan for the city.

**Table 3 – Other Local Development Documents**

Table 3	
Document	Description
Supplementary Planning Documents	Give additional guidance on the implementation of particular policies or site allocations. The following three SPDs are planned: <ul style="list-style-type: none"> <li>• Urban Design Framework SPD</li> <li>• Parking SPD (to supersede SPG04)</li> <li>• Sustainable Buildings SPD (to update and supersede SPD08)</li> </ul>
Statement of Community Involvement	Guides how local communities and stakeholders will be involved in the preparation of the Local Development Documents. The SCI will be revised in 2014 to bring it into line with updated local plan regulations and the Council's own Community Engagement Framework.
Community Infrastructure Levy charging schedule	Sets out a charging rate for the CIL in Brighton & Hove to deliver additional funding for the council to carry out a wide range of infrastructure projects that support growth and benefit the local community.
Authority Monitoring Report	Assesses the performance of the Council in implementing the LDS and whether policies in the Development Plan Documents are meeting their aims. The AMR also monitors the effectiveness of the SCI and the performance of the Development Control section against key indicators, as well as giving information on the number of new dwellings provided over the year and projected into the future.
Sustainability Appraisal	Promotes sustainable development through the integration of social, environmental, and economic considerations into the policies and guidance in Development Plan Documents (DPDs). A Sustainability Appraisal will be produced and consulted on in parallel to the development plan documents in order to inform the final submission versions.

## 2.3 Links between Development Plans and Strategies

2.3.1 There are clear links made in the City Plan between planning policy and other local strategies, including the Sustainable Community Strategy and the housing economic, health and community safety strategies.

2.3.2 The Sustainable Community Strategy is the principal city-wide strategy which informs the Development Plan Documents. Effective links have been made through the following measures:

- Ensuring that there is full alignment between the policies of the City Plan and the Sustainable Community Strategy;
- Mapping and analysing how the City Plan delivers on Sustainable Community Strategy priorities and regular reporting on this to Brighton & Hove Connected (BHC – the city’s Local Strategic Partnership);
- Consulting and engaging with BHC and the city Partnerships on emerging documents;
- Sharing monitoring information.

2.3.3 Development Plan Documents are an important mechanism in helping to deliver a number of Brighton & Hove’s citywide strategies. These include the economic, local transport, housing, community safety, climate change, tourism, sports and cultural strategies. Links are made with these strategies via the council’s Local Development Internal Officers Advisory Group.

### 3 Key Changes to the LDS produced in December 2011

#### 3.1 Completion of Documents

- 3.1.1 The Waste and Minerals Plan for East Sussex, the South Downs and Brighton & Hove, was adopted in February 2013.
- 3.1.2 The Design Guide for Extensions and Alterations SPD was adopted in June 2012.

#### 3.2 Main Changes to Timetables Previously Published in September 2011

- 3.2.1 **City Plan Part One DPD** – Public hearings were held in October 2013 as part of the examination into the soundness of the City Plan Part One. In December 2013, the Planning Inspector gave her initial conclusions. In response, the City Council has commissioned a detailed urban fringe assessment and will consider amendments to policies. The work programme for the City Plan Part One has been revised accordingly. The timetable allows for a further period of consultation on the proposed main modifications to the City Plan Part One. Two options for the proposed adoption date have been included, which depend on whether the Planning Inspector considers it necessary to re-open the hearings.
- 3.2.2 **City Plan Part Two DPD** –The timetable has been adjusted to allow for resources to be focussed on the completion of Part One of the City Plan.
- 3.2.3 **Waste and Minerals Plan DPD** – This was adopted in January 2013 and has therefore been removed from the timetable.
- 3.2.4 **Shoreham Harbour Joint Area Action Plan (JAAP)** – The timetable for the JAAP has been adjusted in order to undertake critical infrastructure studies relating to flood risk management and transport strategy. An additional two rounds of public consultation on the Shoreham Harbour Development Briefs took place during 2012 and 2013.
- 3.2.5 **Supplementary Planning Documents (SPDs)** – The Urban Design Framework and Parking SPDs have updated timetables to concentrate resources on the production of the City Plan. The Sustainable Buildings SPD requires updating in response to the City Plan and new guidance and legislation.
- 3.2.6 **Community Infrastructure Levy (CIL)** –Since the publication of the previous LDS, the recommended timetable for adopting CIL has changed and is no longer necessary to adopt CIL alongside the City Plan. Preparatory work for a CIL charging schedule has begun; adoption of a charging schedule will respond to strategic priorities.

#### 3.3 Neighbourhood Plans

- 3.3.1 Neighbourhood Development Plans, when adopted, form part of the Development Plan for the city. These powers were introduced in the Localism



Act 2011. Details of the timetable and resources for the preparation of neighbourhood plans are not included as these documents are produced by Parish Councils and Neighbourhood Forums.

#### 4 Timetable of Development Plan Documents and Supplementary Planning Documents

4.1.1 Table 4 shows the key stages for the development plan documents. For a more detailed breakdown of the timetable for each document, see Appendix A. Figure 1 shows the milestones for local development documents in a visual format.

**Table 4: Schedule of Proposed Development Plan Documents**

Table 4				
DPD Document	Consulting on the Scope of the Sustainability Appraisal	Publication of the DPD	Submission to the Secretary of State	Proposed date for Adoption
City Plan Part 1	Completed	Completed January 2013	Completed March 2013	January 2015 or July 2016 <sup>2</sup>
City Plan Part 2	December 2015 – January 2016	June 2017	September 2017	May 2018
Policies Map	As part of City Plan preparation	As part of City Plan preparation	As part of City Plan preparation	January 2015 or July 2016
Waste and Minerals Sites Plan	Completed in December 2013 – January 2014	August 2015	November 2015	May 2016
Waste and Minerals Adopted Policies Map	Completed in December 2013 – January 2014	August 2015	November 2015	May 2016
Shoreham Harbour Joint Area Action Plan	November 2011	January 2015	September 2015	September 2016

4.1.2 Table 5 shows the key milestones for the SPDs as well as a description of each document.

**Table 5: Proposed Supplementary Planning Documents (SPDs)**

Table 5			
SPD	Description	Public Consultation	Proposed date for Adoption
Urban Design Framework	To provide detailed and city-wide policy guidance to support the Urban Design policy in the City Plan. It will take forward the background evidence of the Urban Characterisation Study into strategic policy and set out priorities for future intervention.	August – October 2016	January 2017

<sup>2</sup> Adoption date for the City Plan depends on whether hearings are re-opened by the Inspector.

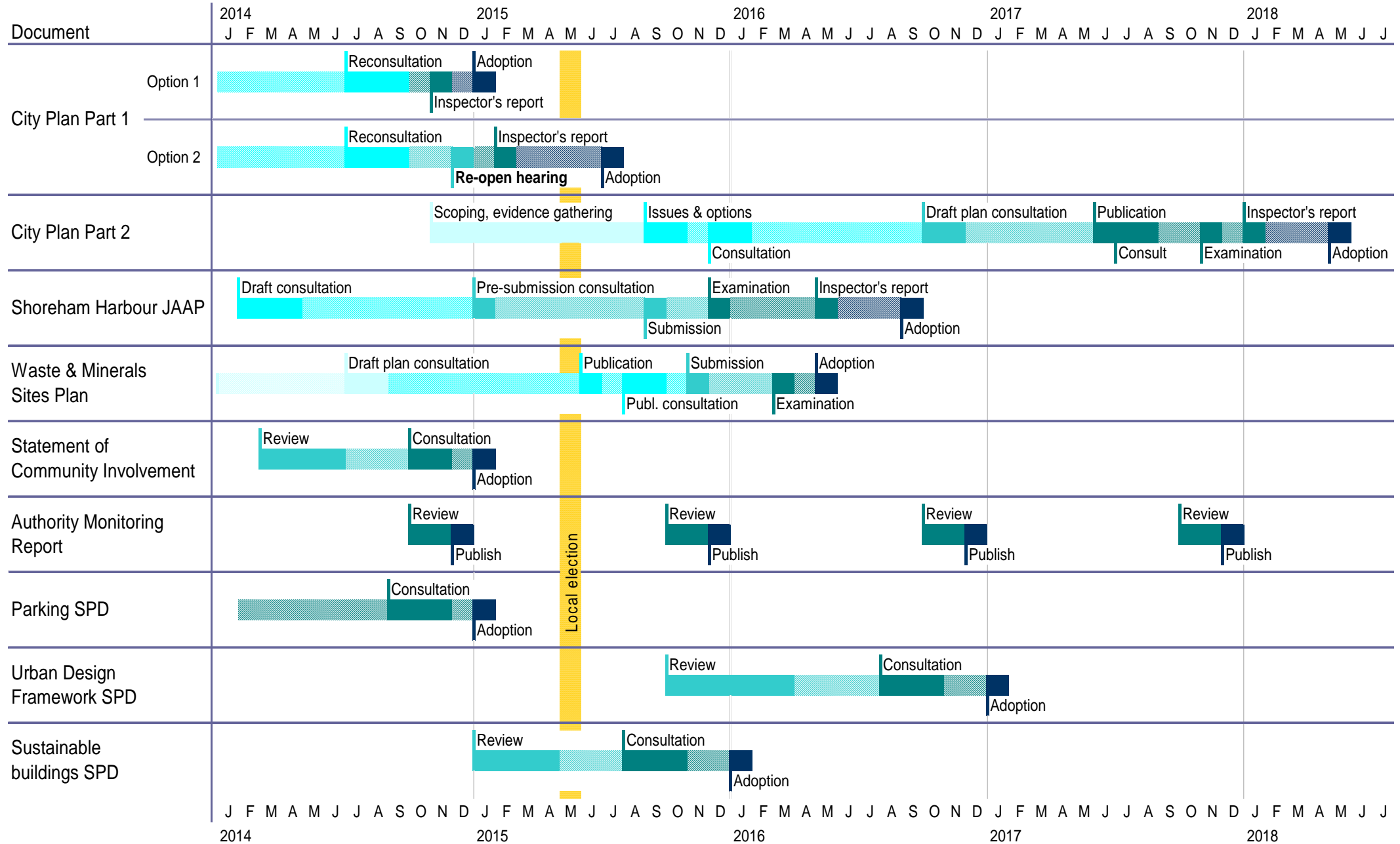
SPD	Description	Public Consultation	Proposed date for Adoption
Parking	To provide revised guidance on parking standards and accessibility needed to comply with national and regional guidance and to support the city's sustainable transport policies, the Local Transport Plan and the development management process.	September – November 2014	January 2015
Sustainable Buildings	To update guidance on how new buildings and conversions can contribute to sustainable development.	August – September 2015	January 2016

4.1.3 Table 6 shows the timeframe for publishing other local development documents and associated documents.

**Table 6: Other Documents**

Document Title	Timeframe
Statement of Community Involvement	Public consultation: October-November 2014 Adoption: January 2015
Community Infrastructure Levy (CIL) – Charging Schedule	To be confirmed.
Authority Monitoring Report	Published at the end of every year, covering the previous period from 1 April through to 31 March.
Sustainability Appraisal	Produced alongside development plan documents.

Figure 1 - Local Development Scheme (2014) - Timetable & Milestones



## **5 Saved Policies**

### **5.1 The Brighton & Hove Local Plan (2005)**

5.1.1 The Brighton & Hove Local Plan was adopted in July 2005 and all but nine policies in the document have been saved in agreement with the Secretary of State (by letter from June 2008). A number of these policies will be replaced by City Plan Part One once it is adopted. The remaining policies will be replaced by Part Two of the City Plan.

### **5.2 East Sussex and Brighton & Hove Waste Local Plan (2006) and Minerals Local Plan (1999)**

5.2.1 A submission was made to the Secretary of State to save Waste Local Plan and Minerals Local Plan policies until they are replaced by new waste and minerals development plan documents. The Waste and Minerals Plan, which was adopted in 2013, replaces most policies in the East Sussex and Brighton & Hove Waste Local Plan (2006) and Minerals Local Plan (1999). A number of policies have been saved, however, and these are detailed in section 8 of the Waste and Minerals Plan 2013. It is intended to replace the saved policies in the forthcoming Waste and Minerals Sites Plan.

### **5.3 Supplementary Planning Guidance (SPG)**

5.3.1 It is proposed that all of the SPG notes linked to the adopted Brighton & Hove Local Plan are saved until they are superseded by new Supplementary Planning Documents, are out of date, or until the policies to which they are attached are replaced by policies in Development Plan Documents. The saved SPGs are listed in appendix D.

## 6. Monitoring and Review

- 6.1.1 The performance of the council against the LDS timetable will be monitored in the Authority Monitoring Report (AMR). This will be published annually. It will be made publicly available at the City Council's Customer Service Centre offices and on the council's website ([www.brighton-hove.gov.uk/ldf](http://www.brighton-hove.gov.uk/ldf)).
- 6.1.2 The AMR monitors and reviews a number of areas and provides information on the following:
- performance against the timetable as set out in the LDS;
  - the effectiveness of saved policies;
  - the effectiveness of new policies (in future it will determine the timetable for review of local development documents);
  - an up to date list of superseded and 'saved' policies;
  - the effectiveness of the Statement of Community Involvement; and
  - the amount of new housing currently being delivered and likely to be delivered in the future.
- 6.1.3 The information in the AMR will be used to identify work priorities. The LDS will be reviewed as the need for further documents emerges and to ensure that a three year programme is maintained.
- 6.1.4 As development comes forward in the city, the work of the Planning Enforcement Team will ensure that adopted planning policies are properly implemented, that the city's built environment is protected from the effects of unacceptable development and that harmful effects are remedied. Further details of the aims, objectives and operation of the Planning Enforcement Team are set out in the Planning Enforcement Policy, which can be found on the website:

<http://www.brighton-hove.gov.uk/content/planning/planning-enforcement>

The Enforcement Policy may, in due course, be replaced by an Enforcement Plan, to comply with the recommendation of the NPPF.

## 7 Supporting Documents and Evidence Base

7.1.1 Development Plan Documents are based on rigorous evidence and research, undertaken by professionals within the relevant team or commissioned from external consultants.

7.1.2 Table 6 sets out the principal background evidence and research studies that support and inform the local development documents. A full list of supporting studies, and links to the documents, can be found at:

<http://www.brighton-hove.gov.uk/content/planning/local-development-framework/ldf-background-studies>

**Table 7 – Supporting Studies**

Table 7			
Subject	Study	Description	Status
Housing	<b>Strategic Housing Land Availability Assessment</b>	To identify potential land for the development of sites for housing to cover at least the first ten year life of the plan and to assess their housing potential and when they are likely to be developed.	Completed in May 2009; updated in March 2011, December 2012 and September 2013
Housing	<b>Strategic Housing Market Assessment</b>	Estimated housing need and demand in terms of affordable and market housing, determine the distribution of need, demographic trends and accommodation requirements of specific groups.	Completed in May 2008; to be updated in 2014.
Housing	<b>Housing Requirements/Needs Studies</b>	These studies estimate housing requirements for the city based on up to date demographic projections and economic forecasts. It also provides an estimate of the range and type of the various dwellings that are required.	Completed in July 2011, updated October 2012 and by subsequent papers
Housing	<b>Housing Requirements Study (Duty to Cooperate)</b>	Study indicating up to date housing needs/requirements for the Sussex Coast Partners (West Sussex, B&H and Lewes). Updated in response to up to date ONS figures.	Completed May 2013  Updated May 2014
Housing	<b>Assessment of Affordable Housing Need</b>	To assess the number of households who lack their own housing or live in unsuitable accommodation and who cannot afford to meet their housing needs in the market.	Completed in December 2012.

Table 7			
Subject	Study	Description	Status
Housing	<b>Student Housing and Houses in Multiple Occupation Concentration Assessment</b>	Assessed the levels of student housing and houses in multiple occupation in five wards in the city.	Completed in December 2011.
Housing	<b>Urban Fringe Assessment</b>	To determine the overall scale of potential housing supply from urban fringe sites.	Pending completion in May 2014.
Employment	<b>Employment Land Study</b>	Assessed the demand for and supply of employment land over the next ten years.	Completed in September 2006; updated in 2009 and reviewed in 2012.
Retail & leisure	<b>Retail Study</b>	Provided an up-to-date picture of current and future capacity for retailing in the city.	Original study completed in June 2006; updated in August 2011
Retail & leisure	<b>Retail Health Checks</b>	Annual survey of the mix of uses of designated shopping centres in Brighton & Hove.	Annual updates. Last update 2012
Retail & leisure	<b>Hotel Futures Study</b>	Provided up to date information on hotel and guest accommodation, performance and development potential in the city.	Completed in March 2007
Health & Environment	<b>Open Space, Sport and Recreation Study</b>	Quantitative, qualitative and accessibility analysis of existing open spaces/recreational facilities. Development of local Open Space Standards.	Completed in May 2009; updated in March 2011
Health & Environment	<b>Green Infrastructure Network</b>	Options for developing a green network through combining ecological, sustainable transport and social/cultural benefits.	Completed in May 2009
Transport & Infrastructure	<b>Transport Assessment</b>	To provide a transport assessment of the City Plan's spatial strategy.	Revised assessments completed in May 2009 and May 2013. Update May 2014.
Transport & Infrastructure	<b>Infrastructure Capacity Assessment</b>	Assessed the physical, social and transport infrastructure capacity across the city.	Completed in November 2006



Table 7			
Subject	Study	Description	Status
Flood Risk	<b>Strategic Flood Risk Assessment</b>	Determined the basis for preparing appropriate policies for flood risk management and the approach to flood risk in the development control process	Commissioned jointly with ESCC - completed at the end of March 2008; updated January 2012.
Flood Risk	<b>Sequential and Exception Test</b>	This paper sets out the sequential tests relating to flood risk at the broad locations (or 'Development Areas') identified in the City Plan.	Completed in March 2008, updated in 2009, revised in May 2012.
Urban Design	<b>Urban Characterisation Study</b>	Citywide and neighbourhood characterisation study.	Completed in March 2007
Urban Design	<b>Tall Buildings Study</b>	Provided a design and plan-based approach to determine areas of Brighton & Hove that may be suitable for taller development.	Completed in October 2003
Urban Design	<b>Capacity Assessments</b>	Assessed the capacity for seven strategic sites allocated for development in the City Plan Part One.	Completed in January 2013.
Viability	<b>Affordable Housing Viability Study</b>	To test the viability of alternative percentages of affordable housing.	Study completed in December 2007; updated in April 2012
Viability	<b>Costs of building to the Code for Sustainable Homes</b>	Identifies the costs of building new dwellings to meet the various levels of the Code for Sustainable Homes.	Completed in September 2013.
Viability	<b>Viability Testing Strategic Sites</b>	Assessed the potential viability of a number of strategic allocations in the City Plan, based on the results of an exercise undertaken in 2011 by Cluttons.	Completed in March 2012.
Viability	<b>Combined Policy Viability Study</b>	Tests the impact of City Plan Part One policies on the viability of a range of development types in different value areas in the city.	Completed in September 2013.

7.1.3 Table 8 sets out the key background studies that support the Shoreham Harbour Joint Area Action Plan.

**Table 8 – Shoreham Harbour Supporting Studies**

Table 8	
Shoreham Harbour JAAP Background Studies	Date of Completion
Sustainability Appraisal on Draft Shoreham Harbour Joint Area Action Plan (for consultation)	February 2014
Shoreham Harbour Transport Strategy (emerging)	February 2014
South Portslade Industrial Estate and Aldrington Basin Development Brief and Viability Appraisal	August 2013
Sustainability Appraisal on South Portslade Industrial Estate and Aldrington Basin Development Brief	August 2013
Shoreham Harbour Streetscape Guide	May 2012
Design and Flood Risk Study	June 2011
Capacity and Viability Study	March 2011
Adur Core Strategy and Shoreham Harbour Transport Study	March 2011
Shoreham Port Masterplan	November 2010
Strategic Transport Study	March 2009
Economic Development Strategy	March 2009
Retail Study	March 2009
Hotels and Tourism Study	March 2009
Reclamation and Port Masterplanning	March 2009

7.1.4 There are also a number of studies that have been prepared as part of the **Waste and Minerals Local Plan**. These are listed at [consult.eastsussex.gov.uk](http://consult.eastsussex.gov.uk).

## APPENDIX A- Profile of Development Plan Documents (DPDs)

### 1. CITY PLAN PART ONE (DPD)

OVERVIEW	
<b>Role and Subject</b>	To provide an overall strategic vision for development in the city to 2030. It will set out priorities and meet the challenges of the future, identifying the broad locations, scale and type of development, as well as the supporting infrastructure required, to 2030.
<b>Coverage</b>	Citywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	National planning policy

TIMETABLE		
Stage	Date	
Withdrawal of Submission Core Strategy	July 2011	
Reg 18: Options Consultation	October - November 2011	
Reg 18: Draft City Plan Consultation	May - July 2012	
Publication of the Document	January 2013	
Reg 19: Pre-submission Consultation	February – April 2013	
Date for submission to Secretary of State	June 2013	
Pre-examination meeting with Inspector	September 2013	
Examination in Public	October 2013	
Inspector's Initial Conclusions	December 2013	
Consultation on Main Modifications	July – September 2014	
Scenario 1	Inspector's Report	November 2014
	Adoption	January 2015
Scenario 2	Re-open Hearing	December 2015
	Inspector's Report	February 2016
	Adoption	July 2016

ARRANGEMENTS FOR PRODUCTION	
Role	Officers
Organisational Lead	Chief Executive
Political Management	Policy & Resources Committee and full Council
Internal Resources	Planning Manager, Policy Team, Policy advisors from other planning teams, Internal Officer Advisory Group and the Cross Party Working Group
External Resources	Consultants commissioned for research/evidence base work.
Stakeholder Resources	Brighton & Hove Connected and City Partnerships; Local Development consultation database; statutory consultees.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statement of Community Involvement.

**2. CITY PLAN PART TWO (DPD)**

<b>OVERVIEW</b>	
<b>Role and Subject</b>	This document will include site allocations not in the City Plan Part One and detailed development management policies.
<b>Coverage</b>	Citywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	National policy and guidance and the City Plan Part 1

<b>TIMETABLE</b>	
<b>Stage</b>	<b>Date</b>
Start scoping and initial evidence gathering	November 2014
Issues and options	September 2015
Reg 18: Issues and options consultation	December 2015 – January 2016
Reg 18: Draft plan consultation	October – November 2016
Publication of the plan	June 2017
Publication consultation	July – August 2017
Submission	September 2017
Examination hearing	November 2017
Inspector's report	January 2018
Estimated date for adoption by the council	May 2018

<b>ARRANGEMENTS FOR PRODUCTION</b>	
<b>Role</b>	<b>Officers</b>
Organisational Lead	Head of Planning & Building Control, Brighton & Hove City Council
Political Management	Policy & Resources Committee and full Council
Internal Resources	Planning Manager (Policy), Policy Team and support from other planning teams and the Internal Officers Advisory Group and the Cross Party Working Group.
Stakeholder Resources	These include the Housing and Economic Partnerships, Brighton & Hove Connected, the Primary Care Trust, and the various city partnerships. There will be the need to engage at larger-than-local level with neighbouring authorities and the Local Economic Partnership, as well as local stakeholder groups around a number of issues including design, community safety and sustainability.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statement of Community Involvement.

**3. WASTE AND MINERALS SITES PLAN (DPD)**

<b>OVERVIEW</b>	
<b>Role and Subject</b>	The Waste and Minerals Sites Plan is a joint document that will identify sites which are potentially suitable for new waste management facilities and are required to meet the targets for sustainable waste management set out in the adopted Waste & Minerals Plan. It will also identify mineral resources for safeguarding, as well as the railheads and wharves that could be used for bulk transport of waste and minerals. The need for facilities to manage waste water will also be considered.
<b>Coverage</b>	Citywide and countywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	National policy and guidance and the adopted Waste & Minerals Plan

<b>TIMETABLE</b>	
<b>Stage</b>	<b>Date</b>
Consultation with Statutory Bodies on the Scope of the Sustainability Appraisal	December 2013 – January 2014
Reg 18: Draft plan consultation	July – August 2014
Publication of the plan	June 2015
Reg 19: Publication consultation	August – September 2015
Submission to Secretary of State	November 2015
Examination in Public	March 2016
Date of adoption by the council	May 2016

<b>ARRANGEMENTS FOR PRODUCTION</b>	
<b>Role</b>	<b>Officers</b>
Organisational Lead	Head of Planning & Building Control (Brighton & Hove City Council), Assistant Director of Policy (East Sussex County Council), and Director of Planning (South Downs National Park Authority).
Political Management	Policy & Resources Committee and full Council (Brighton & Hove) and Cabinet and full Council (East Sussex County Council), South Downs National Park Authority Board.
Internal Resources	Policy Manager and Policy Team.
External Resources	Joint working with officers at East Sussex and the South Downs National Park Authority. Consultants commissioned for Sustainability Appraisal, Habitats Regulations Assessment and Strategic Flood Risk Assessment work.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the three Statements of Community Involvement.

**4. SHOREHAM HARBOUR JOINT AREA ACTION PLAN (DPD)**

<b>OVERVIEW</b>	
<b>Role and Subject</b>	To set out a vision, objectives, strategies, policies and detailed site allocations for Shoreham Harbour.
<b>Coverage</b>	Shoreham Harbour and South Portslade area
<b>Status</b>	Development Plan Document
<b>Conformity</b>	General conformity with national policy and the emerging Brighton & Hove City Plan and the emerging Adur Local Plan.

<b>TIMETABLE</b>	
<b>Stage</b>	<b>Date</b>
Commencement of document	Summer 2011
Consultation with Statutory Bodies on the Scope of the Sustainability Appraisal	November 2011
Public consultation (Reg. 18) on Draft JAAP and Sustainability Appraisal Report	February - April 2014
Representations period (Reg. 19) on 'soundness' of Proposed Submission JAAP and Sustainability Appraisal Report	February - March 2015
Submission of JAAP and final Sustainability Appraisal Report to Secretary of State	September 2015
Pre-Meeting	November 2015
Public Examination Hearing	December 2015
Modifications Representation Period	March 2016
Receive Inspector's Report	May 2016
Estimated date for adoption by the council	September 2016

<b>ARRANGEMENTS FOR PRODUCTION</b>	
<b>Role</b>	<b>Officers</b>
Organisational Leads	Head of Planning & Building Control, (Brighton & Hove City Council), Strategic Director (Adur District Council) and the Coastal West Sussex Regeneration Manager (West Sussex County Council).
Political Management	Joint Leaders Board, Policy & Resources Committee and full Council (Brighton & Hove), Cabinet and full Council (Adur) and Cabinet and full Council (West Sussex).
Internal Resources	Policy Manager and Policy Team, Principal Planning Officer & Development Manager (joint funded), Head of Transport Strategy (Brighton & Hove) and Transport Team West Sussex CC
External Resources	Government agencies including Environment Agency
Stakeholder Resources	Community Partnerships. Economic Partnerships.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statements of Community Involvement for each individual local authority and Shoreham Harbour Consultation Statement.

## 5. STATEMENT OF COMMUNITY INVOLVMENT

OVERVIEW	
Role and Subject	To set out the approach that will be taken to engage residents and stakeholders in preparing planning policy, plan-making and planning applications.
Coverage	Citywide
Status	Local Development Document
Conformity	General conformity with national policy

TIMETABLE	
Stage	Date
Commencement of Review	March 2014
Draft Revised SCI Consultation	October - November 2014
Estimated date for adoption by the council	January 2015

ARRANGEMENTS FOR PRODUCTION	
Role	Officers
Organisational Leads	Chief Executive
Political Management	Economic Development & Culture Committee
Internal Resources	Planning Manager, Policy Team, Development Control officers, the Cross-Party Working Group and the Internal Officers Advisory Group, Communities and Equalities Team.
External Resources	None required
Stakeholder Resources	Brighton & Hove Connected and City Engagement Partnership
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the original Statement of Community Involvement. This will be used as a guide.

**APPENDIX B – Adopted Brighton & Hove Local Development Documents**

<b>ADOPTED DOCUMENTS</b>		
<b>Document Name</b>	<b>Document Type</b>	<b>Date Adopted</b>
Brighton Centre: Area Planning and Urban Design Framework	SPD	Jan 2005
Brighton & Hove Local Plan (saved policies)	DPD	Jul 2005
East Sussex and Brighton & Hove Waste Local Plan (saved policies)	DPD	Feb 2006
Statement of Community Involvement	LDD	Sep 2006
Shop Front Design	SPD	Sep 2005
Edward Street Quarter	SPD	Mar 2006
Circus Street Municipal Market	SPD	Mar 2006
Trees and Development Sites	SPD	Mar 2006
Construction and Demolition Waste	SPD	Dec 2006
Advertisements	SPD	Jun 2007
Sustainable Building Design	SPD	Sep 2008
Architectural Features	SPD	Dec 2009
London Road Central Masterplan	SPD	Dec 2009
Nature Conservation and Development	SPD	Mar 2010
Waste and Minerals Plan	DPD	Feb 2013
Design Guide for Extensions and Alterations	SPD	Jun 2013



## APPENDIX C – Transition from Supplementary Planning Guidance (SPG) to Supplementary Planning Documents (SPDs)

Many of the city council's currently adopted SPGs will remain a material consideration linked to the Local Plan saved policies. The saved SPGs are set out below.

	Supplementary Planning Guidance Note and date	Saved Policy in the Brighton & Hove Local Plan
<b>SPG02</b>	External Paint Finishes and Colours – October 1998	HE1 Listed Buildings HE6 Development within or affecting the setting of conservation areas
<b>SPG03</b>	Brighton Station Brief – October 1998	EM13 Brighton Station – mixed uses
<b>SPG04</b>	Parking Standards – September 2000 (this SPG is currently under review and will be replaced by an SPD in December 2014)	TR1-TR4, TR14, TR17-TR20 public transport accessibility and parking and TR19 Parking Standards
<b>SPG07</b>	Satellite Dishes – September 2003	QD22 Satellite dish aerials
<b>SPG11</b>	Listed building interiors – September 2003	HE1 Listed Buildings
<b>SPG13</b>	Listed Buildings – general advice – adopted September 2003	HE1 Listed Buildings
<b>SPG15</b>	Tall Buildings – January 2004	QD1-QD4 Design policies
<b>SPG16</b>	Energy Efficiency and Renewable Energy SPG – May 2004	SU2 Efficiency of development in the use of energy, water and materials
<b>SPG17</b>	Hollingdean Depot and Abattoir Site Planning Brief – January 2004	Waste Local Plan Policy – WLP8b Site specific designation of a proposed recycling, transfer and materials recovery facility Local Plan Policy – EM1 Identified employment sites.
<b>SPG19</b>	Fire Precaution Works to Historic Buildings – May 2004	HE1 Listed Buildings
<b>SPG21</b>	Sustainability Checklist – May 2004	SU2 Efficiency of development

## APPENDIX D – Glossary of Terms and Key Documents

### Glossary of Terms

Term	Definition
<b>Authority Monitoring Report (AMR)</b>	An assessment of the progress against the LDS Includes a commentary on the performance of policies. Published annually.
<b>Area Action Plans (AAPs)</b>	These will provide a planning framework to cover key areas of change or conservation.
<b>Background Documents</b>	Technical documents that will inform the production of LDDs, for example an Urban Capacity Study.
<b>City Plan (was known as the Core Strategy)</b>	The City Plan is in two parts. Part One sets out the vision and spatial strategy for the area and will address important spatial matters including housing, the economy, retail, community safety, tourism, transport issues, areas of regeneration and social infrastructure. A map will illustrate the spatial vision for the city. Part Two of the City Plan will contain the remaining site allocations and detailed development management policies.
<b>Development Plan Documents (DPDs)</b>	The principal Local Development Documents. These are subject to statutory requirements, including submission to the Secretary of State, formal testing through an independent examination and a binding Inspector's report.
<b>Independent Examination</b>	All DPDs are subject to independent examination by a planning inspector. The inspector will carry out an "assessment of soundness" of the document.
<b>Local Development Documents (LDDs)</b>	The collective term for all DPDs, SPDs and the SCI.
<b>Local Development Scheme (LDS)</b>	The document you're reading now. This sets out a three year rolling project plan for the preparation and delivery of the various LDDs. The purpose of the LDS is to inform the public about the production and function of Local Development Documents and the timescales they can expect for the preparation and review of these documents.
<b>Local Plan</b>	For clarity, used only to refer to the Brighton & Hove Local Plan 2005 (however, the NPPF glossary sets out the legal definition).
<b>Policies Map</b>	This will show existing and revised designations of areas of land such as conservation areas and development areas. It will also define the specific sites for particular future land uses or developments, and the areas to which policies apply.
<b>Site Allocations</b>	Particular sites in the city are allocated specifically for certain uses including housing, affordable housing, employment land, retail, leisure, social, health and education. All the development plan documents may contain site allocations, and they will all be shown on the policies map.
<b>Saved Plan</b>	Certain existing plans will be "saved", that is they will remain a material consideration as part of the development plan and are Local Development Documents, until replaced by new development plan documents.
<b>Spatial Planning</b>	Planning that is not just about land use but concerned with delivering sustainable development and that takes into account education, housing, economic development, cultural and other social issues.
<b>Statement of Community Involvement (SCI)</b>	Sets out how the community is to be engaged in the process of producing Local Development Documents and sets standards for involving the community in the preparation, alteration and continuing review of all local development documents.
<b>Supplementary Planning Documents (SPDs)</b>	These will need to be consistent with parent DPDs and will elaborate upon the policies and specific site allocations. They will be capable of being a material consideration in the determination of planning applications although afforded less weight.
<b>Sustainability Appraisal</b>	Sustainability Appraisal is a systematic process to appraise the social, economic and environmental effects of the strategies and policies of a planning policy document. It must be applied to Development Plan

Term	Definition
	Documents and should incorporate the requirements of the Strategic Environmental Assessment Directive.

### **Acronym Buster**

AMR	Authority Monitoring Report
DPD	Development Plan Document
LDD	Local Development Document
LDS	Local Development Scheme
SCI	Statement of Community Involvement
SPD	Supplementary Planning Document



Brighton & Hove  
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