

Appendix A

Hastings Local Plan – Local Development Scheme

February 2019

Contents

| | |
|---|----|
| Summary..... | 3 |
| Introduction | 5 |
| Current Policy..... | 5 |
| Documents to be prepared over the next 3 years | 8 |
| Appendix A – Glossary..... | 14 |
| Appendix B - Programme management and risk assessment | 15 |

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Summary

1. The Local Development Scheme (LDS) sets out the Council's planned programme of Local Plan documents which will be produced over the coming 3 years. This latest version of the LDS will cover the period up to 2022 setting out details of Local Development Documents (LDDs) which will be produced.
2. The primary purpose of an LDS is to provide a publicly available and up-to-date timetable of planning documents which are or will be produced over the coming 3 years. Importantly it sets out the opportunities for contributing to plans for all interested parties. It is prepared in accordance with legal requirements.
3. The Hastings Local Plan currently comprises the following documents:
 - The Hastings Planning Strategy (adopted 19 February 2014)
<https://www.hastings.gov.uk/planning/policy/adoptedlocalplan/strategy/>
 - The Hastings Local Plan Development Management Plan (adopted 23 September 2015)
<https://www.hastings.gov.uk/planning/policy/adoptedlocalplan/dmp/>
 - Waste and Minerals Plan (adopted February 2013)
 - Waste & Minerals sites Plan (adopted February 2017)

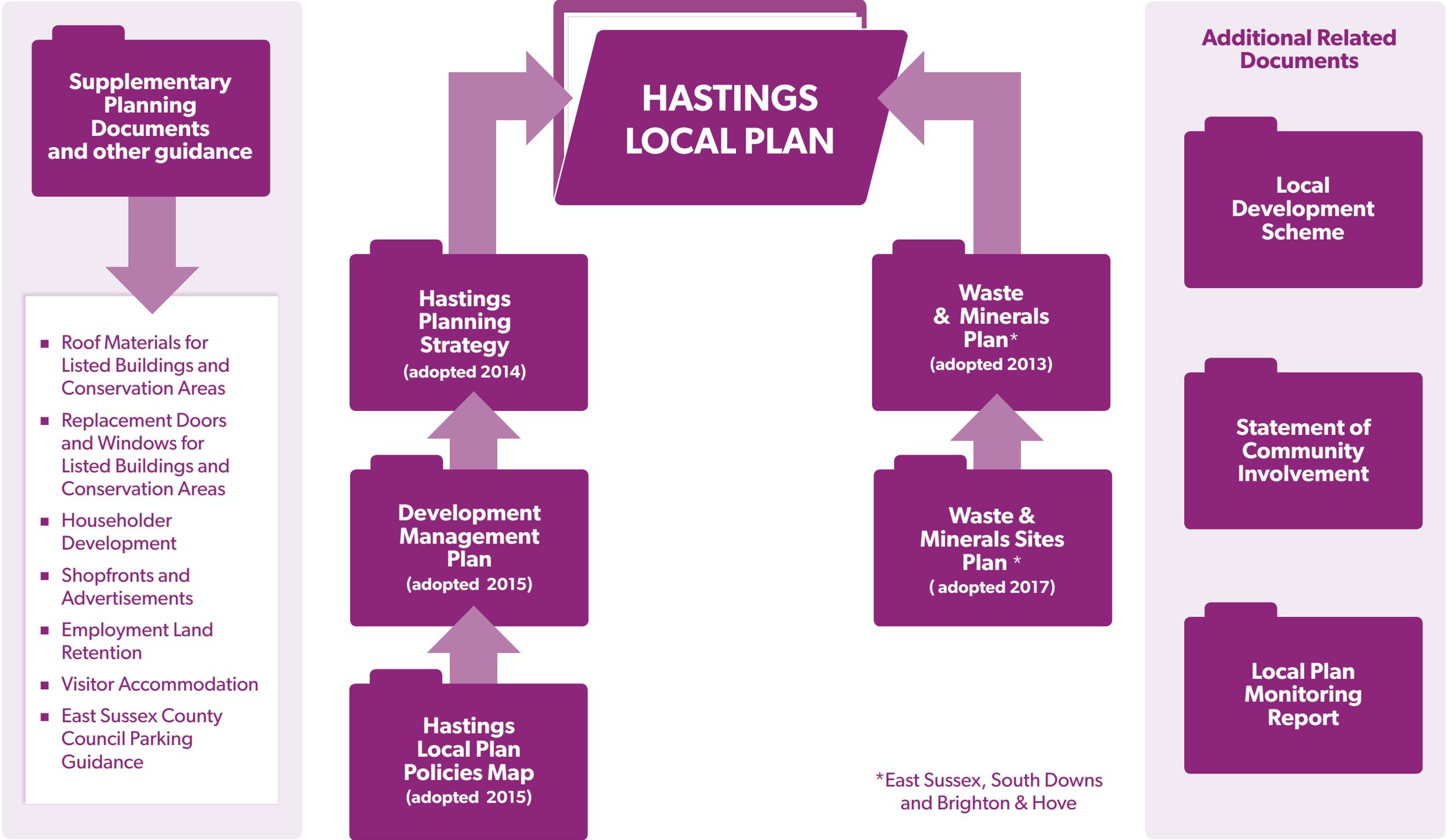
The following Supplementary Planning documents also form part of the planning framework for Hastings:
<https://www.hastings.gov.uk/planning/policy/consultations/involvement/>

 - Roof Materials for Listed Buildings and Conservation Areas Supplementary Planning Document (SPD) (July 2005)
 - Replacement Doors and Windows for Listed Buildings and Conservation Areas SPD (July 2005)
 - Householder Development SPD (February 2007)
 - Shopfronts and Advertisements SPD (September 2007)
 - Employment Land Retention SPD (16th December 2015)
 - Visitor Accommodation SPD (16th December 2015)
<https://www.hastings.gov.uk/planning/policy/guidance/>

Additional related documents are:

 - Local Plan Monitoring Report (currently being updated)
<https://www.hastings.gov.uk/planning/policy/localplanmonitoring/>
 - Statement of Community Involvement (updated December 2016)
4. This revision of the LDS sets out the timescales and key milestones for the preparation of the Local Plan Review and other supporting documents over the next 3 years.
5. We will work with communities on Neighbourhood Plans as and when appropriate.
6. Please see the Glossary in Appendix A for clarification of the terms used in this document. A risk assessment and mitigation measures for the LDS programme is set out in appendix B.

Figure 1: The documents that make up the Hastings Local Plan



Introduction

7. The Council is the Local Planning Authority and is responsible for preparing a Local Plan for its area to guide development in the Borough in accordance with relevant Regulations¹ and in line with the National Planning Policy Framework (NPPF)² and national Planning Practice Guidance on local plan preparation.³

What is a Local Development Scheme?

8. The Local Development Scheme (LDS) sets out the documents that will be prepared as part of the Hastings Local Plan – the statutory development plan for the Borough.
9. This LDS has been produced to give local residents and any other interested parties information on:
 - The documents we are currently preparing, as well as those we intend to produce
 - The subject matter of the documents, and the geographical area they cover
 - The timetable for the stages of preparation and adoption of these documents
10. The Hastings LDS has been prepared in accordance with legal requirements.⁴

Current Policy

Existing documents including Development Plan Documents

11. At present the 'Development Plan' for Hastings comprises:

The Hastings Planning Strategy

12. The Hastings Planning Strategy (HPS) was adopted in February 2014. The Planning Strategy is the principal development plan document for the Borough and sets out the overall vision and strategic objectives for the delivery of growth in Hastings between 2011 and 2028. It also includes development management policies which will help shape new development over the lifetime of the Plan.
<https://www.hastings.gov.uk/planning/policy/adoptedlocalplan/strategy/>

¹ The Town and Country Planning (Local Planning) (England) Regulations 2012

² https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

³ <https://www.gov.uk/government/collections/planning-practice-guidance>

⁴ Section 15 of the Planning & Compulsory Purchase Act 2004, as amended by the Localism Act 2011 – Part 6 Planning, section 111

The Hastings Development Management Plan

13. The Development Management Plan (DMP) identifies sites proposed for development and protection in line with the HPS. It also included development management policies against which planning applications are assessed.
<https://www.hastings.gov.uk/planning/policy/adoptedlocalplan/dmp/>

Policies Map

14. In parallel with the development of the HPS and DMP, a Policies Map has been developed which shows the location of proposals in the adopted Local Plan (HPS & DMP) on an ordnance survey based map. The interactive Policies Map is available to view on the Council's website at: <http://www.planvu.co.uk/hbc2015/>

Waste and Minerals Plans

15. East Sussex County Council, the South Downs National Park and Brighton & Hove City Council are the responsible authorities for preparing the Minerals and Waste Local Plans. The East Sussex, South Downs, and Brighton & Hove Waste and Minerals Plan was adopted in 2013.
<https://new.eastsussex.gov.uk/environment/planning/development/mineralsandwaste>
16. A Waste and Minerals Sites Plan (WSMP) has now been adopted. The document can be found at
<https://new.eastsussex.gov.uk/environment/planning/development/mineralsandwaste>

Supplementary Planning Documents (SPDs)

17. The following Supplementary Planning Documents (SPDs) also form part of the planning policy framework for Hastings. SPDs are non-statutory planning documents. They provide more detailed explanation and guidance in relation to policies and proposals in the statutory development plan. The Council has prepared five SPDs so far:
 - Roof Materials for Listed Buildings and Conservation Areas SPD (July 2005)
 - Replacement Doors and Windows for Listed Buildings and Conservation Areas SPD (July 2005)
 - Householder Development SPD (February 2007)
 - Shopfronts and Advertisements SPD (September 2007)
 - Employment Land Retention SPD (December 2015)
 - Visitor Accommodation SPD (December 2015)
18. Copies of these SPDs are available on our website at
<https://www.hastings.gov.uk/planning/policy/guidance/>

Other Documents

The Statement of Community Involvement (SCI)

19. First adopted in 2006, the SCI sets out the Council intends to achieve community and stakeholder involvement, and public participation in all planning matters, including the preparation of local development documents and arrangements for consultation on planning applications. The SCI has been updated a number of times and the latest version was updated in 2016.
20. To download a copy of the updated SCI please visit the website at <https://www.hastings.gov.uk/planning/policy/consultations/involvement/>

Local Plan Monitoring Report (LPMR)

21. The Local Authority regularly publishes a monitoring report. The role and purpose of this document is to publish data on housing, employment and other development statistics; plan making progress against the LDS; consultations on planning forums and duty to cooperate matters. The Local Plan Monitoring Report (LPMR) is published annually. The most recent LPMR can be viewed at: <https://www.hastings.gov.uk/planning/policy/localplanmonitoring/>
22. The LPMR assesses whether or not targets and milestones related to the production of the Local Plan have been met. As a result of monitoring, the Council will decide what changes, if any, need to be made to the Local Plan and will bring forward any such changes through a review of the LDS.

Community Infrastructure Levy (CIL)

23. A CIL is a Charging Schedule setting out the standard charge(s) that a Council will levy on specified types of development to contribute towards required infrastructure. Work to explore viability of CIL implementation in the Borough has been undertaken concurrent with developing the adopted Local Plan. This work has so far determined that a Community Infrastructure Levy (CIL) charging schedule would be unviable due to current market conditions. However the potential for CIL will be considered as part of the Local Plan Review process.

Neighbourhood Planning

24. Regulations⁵ concerning neighbourhood planning came into force in April 2012. These make provision for several elements falling under the neighbourhood planning category:
 - Neighbourhood Development Plans
 - Neighbourhood Development Orders
 - Community Right to Build
25. In the event of any Neighbourhood Plans coming forward in Hastings, when such plans are adopted, they will form part of the Development Plan.

⁵ The Neighbourhood Planning (General) Regulations 2012

The Local Plan Evidence Base

26. We need to ensure a robust evidence base is available to support planning policies and Local Plan documents. Background work prepared by, or for the Council will normally be published in the form of background documents. Such documents are made publicly available at the same time as, or before, any draft Local Plan documents are published. A substantial evidence base has already been built up as a result of developing both the HPS and DMP documents.
27. Further information on the evidence base prepared so far is available at https://www.hastings.gov.uk/planning/policy/adoptedlocalplan/supportingdocs_evidencebase/evidencebasedocuments/

Documents to be prepared over the next 3 years

Local Plan Review

28. The current Planning Strategy sets out the spatial vision, strategy and strategic level policies for the Borough up to 2028. The Planning Strategy was adopted in 2014. In order to ensure plans remain relevant and up-to-date it is necessary to regularly review and update plans. The Council is now reviewing its adopted Planning Strategy following changes to national planning guidance (NPPF 2108).
29. Building on the consultation responses arising for the publication of a draft Area Action Plan for Hastings Town Centre and Bohemia, the Council now intends to combine the planned Action Plan with the Local Plan Review.
30. Evidence gathering on the review process is underway and the Plan period will be extended to 2036.

Brownfield Land Register

31. A new duty through the Housing and Planning Act (2016) has been placed on local planning authorities to prepare, maintain and publish a register of brownfield land (also known as previously developed land) which the Council has assessed as being potentially suitable for residential development.
32. The Register comprises a standard set of information, prescribed by the Government, to help provide certainty for developers and communities and encourages the development of suitable brownfield sites.
33. The first iteration of the Register was published in December 2017 and will subsequently be reviewed at least once a year. The latest version of the Register was published in December 2018. The register will then be used to monitor the Government's commitment to the delivery of brownfield sites.

Design Supplementary Planning Document (SPD)

34. The scope and timetable for the production of this SPD will be subject to progress on the Local Plan Review.

Neighbourhood Plans

35. We will also be working closely with communities to bring forward any Neighbourhood Plans, and continue work on monitoring and implementation of the Local Plan documents that are already in place.
36. A detailed schedule for the Local Plan documents document is provided below, followed by an illustrative work programme on page 13.

Local Plan Review

Overview

Role and Subject – To set out the vision, objectives and strategy for the type, scale, and priority locations for development, strategic and development management policies and site allocations.

Coverage – Borough-wide

Status - Local Plan document

Conformity - With National Planning Guidance

Key milestones

Consulting statutory bodies on the scope of the Sustainability Appraisal

May - June 2019

Public participation in the preparation of the Local Plan Review (Regulation 18)

October – December 2019

Publication of the Proposed Submission of the Local Plan Review (Regulation 19)

July - August 2020

Adoption of the DPD

October 2021

Arrangements for production

Organisational lead – Assistant Director Regeneration & Culture

Political management - Executive decision (Cabinet), Full Council resolution required for publication and adoption stages

Internal resources - Planning Policy team with wide ranging input across the Council

External resources - Key stakeholders and service providers, contractors for evidence base

Community and stakeholder involvement - In compliance with the Statement of Community Involvement.

Brownfield Land Register

Overview

Role and Subject - Prepare, maintain and publish a register of brownfield land which is potentially suitable for residential development

Coverage – Borough-wide

Status - Brownfield Land Register

Conformity - With National Planning Guidance and Hastings Planning Strategy and Development Management Plan

Key dates

Public participation site submission on-going / annual update of existing register
September/October

Publication updated annually and published by 31 December

Arrangements for production

Organisational lead – Assistant Director Regeneration & Culture

Internal resources - Planning Policy team with wide ranging input across the Council

External resources - Key stakeholders and service providers, contractors for evidence base

Community and stakeholder involvement - In compliance with the Statement of Community Involvement.

Design SPD

Overview

Role and Subject – To provide design guidance in support of design related policies contained within the Local Plan.

Coverage – Borough-wide

Status - Supplementary Planning Document

Conformity - With National Planning Guidance and Hastings Planning Strategy and Development Management Plan

Key dates for the preparation of this document will be provided on our website when available

Arrangements for production

Organisational lead – Assistant Director Regeneration & Culture

Political management - Executive decision (Cabinet)

Internal resources - Planning Policy team with wide ranging input across the Council

External resources - Key stakeholders and service providers, contractors for evidence base

Community and stakeholder involvement - In compliance with the Statement of Community Involvement.

Illustrative Work Programme

| | 2018-19 | | | | | | | | | | | | 2019-20 | | | | | | | | | | | | 2020-21 | | | | | | | | | | | | | | | | | |
|--|---------|---|---|----|---|---|----|---|---|----|---|---|---------|---|---|----|---|---|----|---|---|----|---|---|---------|---|---|----|---|---|----|---|---|----|---|---|--|--|--|--|--|--|
| | Q4 | | | Q1 | | | Q2 | | | Q3 | | | Q4 | | | Q1 | | | Q2 | | | Q3 | | | Q4 | | | Q1 | | | Q2 | | | Q3 | | | | | | | | |
| | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | | | | | | |
| Local Plan Review | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Developing the evidence base and early engagement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Draft Local Plan consultation (regulation 18) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pre-submission Public Consultation (regulation 19) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submission (S) | | | | | | | | | | | | | | | | | | | | | S | | | | | | | | | | | | | | | | | | | | | |
| Examination | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adoption (A) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | A | | | | | | |
| Brownfield Land Register | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Publication | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Appendix A – Glossary

Development Plan Documents (DPD)

Statutory planning documents, produced by the planning authority, that form part of the Local Plan, including the Hastings Planning Strategy, Development Management Plan and where necessary, Area Action Plans.

Local Development Scheme (LDS)

A project management document setting out what the emerging Local Plan will contain, a timetable for its production, proposals for monitoring and review.

Local Plan Monitoring Report (LPMR)

Authorities are required to produce LPMRs to assess progress against the LDS and the extent to which policies in Local Plan documents are being achieved.

Policies Map (formerly Proposals Map)

A map showing site allocations and geographical areas where policies apply.

Statement of Community Involvement (SCI)

Important document within the Local Plan which sets out the Borough Council's approach to involving the community in the preparation, alteration and review of the Local Plan documents, and in the consideration of planning applications

Strategic Environmental Assessment (SEA)

Environmental assessment of policies, plans and programmes required under the European SEA Directive 2001/42/EC.

Supplementary Planning Document (SPD)

Non-statutory documents within the emerging Local Plan. Their purpose is to expand upon policies or proposals in other Local Plan documents such as the Planning Strategy and Development Management Plan

Sustainability Appraisal (SA)

Assessment of the social, economic, and environmental impacts of the policies and proposals contained within the emerging Local Plan

Appendix B - Programme management and risk assessment

The Council's Cabinet, which meets monthly, oversees the preparation of planning policy documents. It is authorised to approve documents for public consultation. However, in accordance with the Council's Constitution, statutory development plan documents that are to be published or adopted as Council policy are determined by Full Council.

The Portfolio Holder for Regeneration & Culture oversees the preparation of planning policy documents and is involved throughout, from the early stages of the process.

Management is overseen by the Assistant Director Regeneration & Culture. Day-to-day management of the production of the planning policy documents is undertaken by the Planning Policy Manager.

Strategic Environmental Assessment/Sustainability Appraisal

The Local Plan and SPDs will be subject to Sustainability Appraisal (SA) and, where required, Strategic Environmental Assessment (SEA). Assessment of the sustainability implications of the policies will be prepared and published at the key stages in preparation in line with the SEA Regulations.

Resources

The main responsibility for the Local Plan preparation lies with the Planning Policy section. Beyond the expertise in the team, the support of other officers will be provided at key stages in the preparation process, notably in the production of detailed development management policies, where capacity exists.

External expertise will be required to assist with the preparation of specialist studies and assessments.

The resource requirements will be regularly monitored in line with the Council's existing budgetary processes

Timeframe and contingencies

A Risk Assessment is presented below, with potential responses.

| Risk Factor | Likelihood / Scale of impact | Contingency actions and response | Impact |
|--|------------------------------|---|----------------------------------|
| Work demands that are not programmed notably Neighbourhood Plans | High/High | Manage inputs to neighbourhood plans and strictly prioritise inputs to re-work demands Short-term extra resources Review programmes for priority policy documents | Delay Possible financial cost |
| Changes to Planning Policy and Guidance | Medium/High | Monitor emerging guidance, consultations etc. Reassess priorities through | Delay |

| | | | |
|--|---------------|--|--|
| | | review of LDS | |
| Staff shortages e.g. unable to recruit, long term sick leave etc. | Medium/High | Consideration with HR of recruitment and retention issues Subject to timing of absence, purchase expertise on short term basis via consultancy | Delay Financial cost |
| Requisite expertise or capacity not available in- house | Medium/Medium | Staff training/CPD Identify evidence needs with other LPAs Train staff Purchase expertise on short term basis Sharing expertise with other LPAs | Financial cost |
| Budgetary limitations | Medium/High | Council budgetary management processes Monitor grant potential Advanced appraisal of future costs Reassess department priorities through review of both the LDS and the department's work programme | Delay Non- achievement of other Department priorities |
| Longer process times, especially due to high level of responses | Medium/Low | Encourage online representations Early engagement Secure administrative assistance Review programme and priorities | Delay |