

DRAFT

**Brighton & Hove
Local Development
Scheme 2008-2011**

June 3rd Version

**Brighton & Hove City Council
City Planning
Environment Directorate**

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1. Introduction

1.1 This is the 2008 version of the **Local Development Scheme (LDS)** produced by Brighton & Hove City Council. The LDS sets out the three year work programme for the Brighton & Hove **Local Development Framework (LDF)**.

1.2 The government introduced Local Development Frameworks in 2004¹ as part of a new system of plan preparation with the aim of ensuring that the long term social, environmental, economic and resource impacts of development were more fully considered as part of delivering sustainable development.

1.3 As part of these changes, Local Plans were replaced by a range of **Local Development Documents (LDD's)** that can be prepared at different times dependent on local circumstances. Together these make up the Local Development Framework (LDF). There are three main types of Local Development Document within the new LDF:

- **Development Plan Documents (DPDs)**
- **Supplementary Planning Documents (SPDs).**
- Other **Local Development Documents** – including the **Statement of Community Involvement** and the **Annual Monitoring Report.**

1.4 As and when new Local Development Documents become adopted here in Brighton & Hove, they will gradually replace the policies in the adopted Brighton & Hove Local Plan (2005). This transition is more fully explained by the diagram in Appendix A. The status of policies and plans in the transitional period from local plan to local development documents are also discussed in section 5. Appendix D also summarises the status of Supplementary Planning Guidance notes that are to be saved as part of the transition to the new system.

1.5 This LDS also includes documents that are to be jointly produced with East Sussex County Council as part of the **East Sussex and Brighton & Hove Waste and Minerals Development Framework**. This also forms part of the Local Development Framework and will eventually replace the East Sussex and Brighton & Hove Waste Local Plan (2006) and Minerals Plan (1999).

¹ Via the Planning and Compulsory Purchase Act 2004.

2. The Local Development Scheme 2008-2011

2.1 Key Changes to the LDS produced in April 2007

2.1.1. Removal of Completed Documents

The 'Advertisements' Supplementary Planning Document (SPD) was adopted in June 2007 and the Sustainable Building Design SPD was adopted in June 2008. Both of these documents have been removed from the LDS work programme.

2.1.2 Additional Documents

The following new documents have been added to this version of the LDS:

- A joint Development Policies and Site Allocations DPD in place of two separate Site Allocations and Development Policies documents.
- A Waste Sites DPD to be prepared jointly with East Sussex County Council as part of the Waste and Minerals Development Framework. It is anticipated that only early development work on this document will take place during the three years of this LDS.
- New Supplementary Planning Documents to be undertaken as listed in Appendix B.
- A Shoreham Harbour & South Portslade Area Action Plan (AAP) will form part of this LDS. However, the timetable for this DPD is still being developed with our partners Adur District Council, West Sussex County Council and the South East of England Development Agency (SEEDA). This will be added to the scheme as soon as it is agreed.

2.1.3 Changes to previously published timetables

- **Core Strategy DPD** – The work programme has been altered due to the need to carry out additional housing and flood risk studies for the evidence base and to take account of guidance from the Government Office for the South East (GOSE) following recent Inspector's reports on core strategies. A further period of consultation is also to be undertaken due to the extent of changes to the original Preferred Options document.
- **Development Policies and Site Allocations DPD** – A new timetable has been developed for this joint document. Joining the two documents together will allow for more rapid replacement of the Local Plan.
- **Supplementary Planning Documents (SPD's)** –
 - **Parking and Accessibility** - There have been further changes to the Parking and Accessibility SPD timetable due to the need to focus resources on the Core Strategy. The estimated adoption date is now July 2009.
 - **Nature Conservation in Development** – This timetable has been deferred to align the programme with the Developer Contributions SPD and now has an estimated adoption date of September 2008.
 - **Developer Contributions** – Due to the need for further consultation, this SPD is now due for adoption in January 2009.

3. The Brighton & Hove Local Development Framework

3.1 Spatial Planning in Brighton & Hove

3.1.1 The 2004 Act introduced the concept of '**spatial planning.**' Spatial planning broadens traditional land use planning by seeking to integrate it more closely to other policies and programmes which influence the nature of places and how they function, for example, by achieving clearer linkages between local planning and other key local strategies such as the Sustainable Community Strategy and health and community safety strategies.

3.1.2 The city council has taken measures to ensure that there are effective links between the LDF and the Brighton & Hove Sustainable Community Strategy. These include:

- Ensuring that there is full alignment between the policies of the Core Strategy and the Sustainable Community Strategy
- Mapping and analysing how the Core Strategy delivers on Sustainable Community Strategy priorities and regular reporting on this to the LSP
- Consulting and engaging with the Local Strategic Partnership (LSP) and the Public Service Board's LDF Partnership Sub-Group on emerging documents
- Sharing monitoring information

3.1.3 The LDF is an important mechanism in helping to deliver the spatial elements of a number of Brighton & Hove's citywide strategies. These include the economic, local transport, housing, community safety, tourism, sports and cultural strategies and the climate change action plan. Linkages are made with these strategies via the internal LDF Steering Group (this is made up of senior officers across the city council) and the wider Internal Officers Advisory Group that advises on options for DPDs.

3.2 Proposed Documents

The Brighton & Hove LDF will consist of the following development plan documents. These documents together with the final version of the South East Plan², will form the statutory development plan for the city.

Development Document	Description
Core Strategy DPD	This is the first DPD to be prepared. It will set out the strategic spatial vision for the city to 2026 within which all other Local Development Documents must fit.
Development Policies & Site Allocations DPD	This document will be a key mechanism for delivering the Core Strategy and will provide one clear summary all implementation policies.
LDF Proposals Map DPD	This will be adopted at the time the Core Strategy is adopted or when the South Downs National Park is designated (whichever is earlier). It will be updated as each new DPD is adopted.
Waste and Minerals Core Strategy DPD	This is being prepared jointly with East Sussex County Council. Both authorities are keen to undertake an early review of the Waste Local Plan (which was adopted in February 2006) in response to changes in national policy and emerging regional policy.
Minerals Sites DPD	This is being prepared jointly with East Sussex County Council This will set out the existing sites and commitments and any new site allocations for minerals development.
Waste Sites DPD	This will be prepared jointly with East Sussex County Council. This will set out existing waste sites and commitments and any new site allocations for waste treatment, handling and final disposal.
Shoreham Port and South Portslade Area Action Plan	To guide the comprehensive mixed use regeneration of the port area and wider local community. To be developed jointly with Adur District Council, West Sussex County Council and the South East of England Development Agency (SEEDA.)

² The 'South East Plan' is the Regional Spatial Strategy relevant to Brighton & Hove. The draft plan is currently subject to modification by the Secretary of State. The final plan will be published later in 2008.

3.3 Other Documents in the Local Development Framework

3.3.1 Statement of Community Involvement (SCI)

This document was adopted in September 2006 and guides how local communities and stakeholders will be involved in the preparation of the LDF. This will be revised and updated in 2009 to take into account the changes to the LDF consultation process as a result of the Government's revisions to Planning Policy Statement 12: 'Local Spatial Planning' introduced in June 2008.

3.3.2 Annual Monitoring Report (AMR)

This is published by the city council in December every year. It will assess performance over the previous financial year (1 April through to 31 March) and will review performance in relation to implementing the Local Development Scheme and whether policies in the LDF are meeting their aims. It will also monitor the effectiveness of the Statement of Community Involvement and will include information on the number of new dwellings provided every year (and projected into the future). In addition it will include development control performance against key indicators (for example, decisions taken within 8 weeks).

3.3.3 Sustainability Appraisal Framework

The purpose of the Sustainability Appraisal (SA) framework is to promote sustainable development through the integration of social, environmental, and economic considerations into the policies and guidance in Development Plan Documents (DPD's) and certain Supplementary Planning Documents (SPD's). Where a Sustainability Appraisal is required, this will be produced and consulted on in parallel to the development document in order to inform the final submission version.

Strategic Environmental Assessment (SEA) is a legally enforced assessment procedure required by European SEA Directive 2001/42/EC. The SEA Directive aims at introducing systematic assessment of the environmental effects of strategic land use related plans and programmes. This will be carried out as part of a full Sustainability Appraisal.

4. Timetable of proposed Local Development Documents

4.1 The Schedule of proposed Local Development Documents (Table 1 overleaf) sets out the documents to be prepared giving a brief description, the status of the document and sets out the key stages for consultation. For a more detailed breakdown of the key stages of document production, please see Appendix B.

Table 1: Schedule of Proposed Local Development Plan Documents

DPD Document	Description	Chain of Conformity	Plan Preparation & Early Public Involvement	Pre-Submission Consultation	Submission to Secretary of State	Examination in Public	Adoption
Core Strategy	Sets out the vision and strategy for Brighton & Hove expressed spatially to 2026, including strategic policies, zoning and citywide policies.	Planning Policy Statements and the Regional Spatial Strategy, Sustainable Community Strategy and other relevant city strategies.	Revised Preferred Options Consultation (Jun- August 2008)	February - March 2009	May 2009	October 2009	January 2010
Waste Core Strategy	Sets out the vision and spatial strategy for sustainable waste reduction, recycling and disposal for Brighton & Hove and East Sussex. Sets out the strategy for identifying sites for waste.	Planning Policy Statements, national policy and guidance, the Regional Spatial Strategy and both Sustainable Community Strategies.	Issues and Options Consultation (Feb-Apr 2008) and (Nov-Dec 08) Further Consultation (Sep-Oct 2008)	Feb – March 2010	June 2010	September 2010	January 2011
Development Policies and Site Allocations	This document will be a key mechanism for delivering the Core Strategy, providing one clear summary all implementation policies and will identify all site allocations across the city.	Planning Policy Statements and the Regional Spatial Strategy, Sustainable Community Strategy and other relevant city strategies.	Issues and Options Consultation (June-Aug 2009) Further Consultation (November – December 2009)	August-September 2010	December 2010	March 2011	July 2011
Minerals Sites	Will set out existing and any new sites for the allocation of minerals development.	Planning Policy Statements, Regional Spatial Strategy, national policy and the Waste and Minerals Core Strategy.	Issues and Options Consultation (Feb-Apr 2008) Further Consultation (June – July 2010)	February- March 2011	July 2011	January 2012	April 2012

Overall Programme 2008-2011

Table 2: DPDs 2008-2011 in Gantt Chart format

ID	Task Name	Start	Finish	2008	2009	2010	2011
1	CORE STRATEGY	03 Oct '05	31 Jan '10				
2	Public Participation in Preparation	03 Oct '05	29 Aug '08	█			
3	Pre-submission Consultation	02 Feb '09	31 Mar '09		█		
4	Submission to Secretary of State	01 May '09	31 May '09		█		
5	Pre-Examination Meeting	01 Jul '09	31 Jul '09		█		
6	Examination	01 Oct '09	31 Oct '09		█		
7	Adoption	01 Jan '10	31 Jan '10			█	
8							
9	WASTE & MINERALS CORE STRATEGY	29 Feb '08	30 Sep '11				
10	Public Participation in Preparation	29 Feb '08	31 Oct '09	█			
11	Pre-submission Consultation	01 Feb '10	31 Mar '10			█	
12	Submission to Secretary of State	01 Jun '10	30 Jun '10			█	
13	Pre-Examination Meeting	01 Jul '10	31 Jul '10			█	
14	Examination	01 Sep '10	30 Sep '10			█	
15	Adoption	03 Jan '11	31 Jan '11				█
16							
17	DEVELOPMENT POLICIES & SITE ALLOCATIONS	01 Jun '09	31 Jul '11				
18	Public Participation in Preparation	01 Jun '09	31 Dec '09		█		
19	Pre-submission Consultation	02 Aug '10	30 Sep '10			█	
20	Submission to Secretary of State	01 Dec '10	31 Dec '10			█	
21	Pre-Examination Meeting	03 Jan '11	31 Jan '11			█	
22	Examination	01 Mar '11	31 Mar '11			█	
23	Adoption	01 Jul '11	31 Jul '11				█
24							
25	MINERALS SITES	29 Feb '08	30 Apr '12				
26	Early Public Participation in Preparation	29 Feb '08	24 Apr '08	█			
27	Public Participation in Preparation	01 Jun '10	31 Jul '10			█	
28	Pre-submission Consultation	01 Feb '11	31 Mar '11				█
29	Submission to Secretary of State	01 Jul '11	31 Jul '11				█
30	Pre-Examination Meeting	01 Nov '11	30 Nov '11				█
31	Examination	02 Jan '12	31 Jan '12				█
32	Adoption	02 Apr '12	30 Apr '12				█

5. Saved Documents

5.1 The Brighton & Hove Local Plan

The Brighton & Hove Local Plan was adopted in July 2005. Under the new planning system, local plans will remain the statutory development plan and be automatically saved for three years from adoption. The Local Plan will be gradually replaced by emerging development plan documents including the Core Strategy and the Development Policies and Site Allocations DPD and will be fully replaced by July 2011 when the new Development Policies and Site Allocations DPD is adopted. Given this goes beyond the three year period, a proposal was placed in the council's submitted Annual Monitoring Report 2006-7 to 'save' the policies until the replacement policies are adopted. A letter from the Secretary of State confirming this request was received in June 2008.

5.2 East Sussex and Brighton & Hove Waste Local Plan

The East Sussex and Brighton & Hove Waste Local Plan was adopted in February 2006. It will be automatically 'saved' for three years to February 2009. The case will be made to save these policies and site allocations beyond three years on the grounds that the plan is up to date. The replacement Waste and Minerals Development Framework is being prepared jointly with East Sussex County Council. The LDS includes a timetable for preparing a new Waste and Minerals Core Strategy and a Minerals Sites DPD. The council is satisfied that the current waste site allocations in the Waste Local Plan will meet waste needs until the Waste Sites DPD is adopted. A timetable for the development of the Waste Sites DPD is yet to be formally agreed.

5.3 East Sussex and Brighton & Hove Structure Plan

The majority of policies in the East Sussex and Brighton & Hove Structure Plan have been saved beyond September 2007. A schedule of saved policies was included in Appendix 1 of the Annual Monitoring Report 2006-7. It will eventually be replaced by the South East Plan (the Regional Spatial Strategy) which is due to be adopted in late 2008.

5.4 East Sussex and Brighton & Hove Minerals Local Plan

The East Sussex and Brighton & Hove Minerals Local Plan was automatically saved for three years to July 2007. Brighton & Hove City Council will be preparing a Waste and Minerals Development Framework with East Sussex County Council. There is only one minerals site within Brighton & Hove at Shoreham Port. Appropriate policies in the Minerals Local Plan have been saved until the Waste and Minerals Core Strategy DPD is adopted. These are set out on East Sussex County Council's web site at www.eastsussex.gov.uk.

5.5 Supplementary Planning Guidance (SPG)

It is proposed that all of the SPG notes linked to the adopted Brighton & Hove Local Plan are saved until:

- superseded by new Supplementary Planning Documents;

- or until the policies to which they are attached to are replaced by policies in Development Plan Documents. The saved SPGs are listed in appendix D and can be found on the city council's website at: www.brighton-hove.gov.uk/planning/local_plan/supplementary_planning_guidance.

The council is currently considering options to upgrade some Supplementary Planning Guidance notes to Supplementary Planning Documents subject to policy considerations.

6. Monitoring and Review

6.1 The performance of the council against the LDS timetable will be monitored in the Annual Monitoring Report (AMR). This will be published and submitted to the Government Office for the South East in December every year. It will be publicly available at the City Council's City Direct offices and available on the council's website (www.brighton-hove.gov.uk/ldf).

6.2 The AMR monitors and reviews a number of areas and will mainly look at the following:

- Performance against the timetable as set out in the LDS;
- The effectiveness of saved policies;
- The effectiveness of new policies and DPD's. This will determine the timetable for review of local development documents;
- It will provide an up to date list of superseded and 'saved' policies ;
- Monitor effectiveness of the SCI;
- Set out a housing trajectory. This forecasts the amount of new housing currently being delivered and projects this into the future.

6.3 The AMR is based upon information generated by monitoring four sets of indicators:

- Contextual
- Core output
- Local output
- Significant effects

The core output indicators are required and prescribed by the government and are common to all authorities. The other three types of indicator are identified by the city council.

6.4 The information in the AMR will be used to identify LDF work priorities. The LDS will be reviewed as the need for further documents emerges and to ensure that a three year programme is maintained.

7. Supporting Documents and Evidence Base

Table 3 below sets out background evidence and research work undertaken that will inform the new local development documents.

Table 3

Study Title	Description	Status
Tall Buildings Study	Provided a design and plan-based approach to determine areas of Brighton & Hove that may be suitable for taller development.	Completed in October 2003
Socio-Economic Baseline Report (based on City Stat's)	City profile of demographic; socio-economic statistics; ward profiles; definition of neighbourhood areas.	Completed in June 2005
Housing Needs Study	Updated the Brighton & Hove Housing Needs Study (2002) and assessment of need for Gypsy and Travellers' Sites.	Completed in Sep 2005
Retail Study & Retail Health Checks	Provided an up-to-date picture of current and future capacity for retailing in the city.	Completed in June 2006
Employment Land Study	Assessed the demand for and supply of employment land over the next ten years.	Completed in September 2006
Infrastructure Capacity Study	Assessed the physical, social and transport infrastructure capacity across the city.	Completed in November 2006
Houses in Multiple Occupation (HMO's) Study	Studied the role that HMO's serve particularly in terms of providing low cost accommodation.	Completed in June 2006
The East Sussex and Brighton & Hove Gypsy and Traveller Study	Assessed the accommodation needs of gypsies and travellers.	Completed in 2006
LR2 (London and Lewes Road Study)	This study identifies options and opportunities for regeneration of the London Rd/Lewes Rd area of the city.	Completed in July 2007
Urban Characterisation Study	Citywide and neighbourhood characterisation study.	Completed in March 2007
Hotel Futures Study	Provided up to date information on hotel and guest accommodation, performance and development potential in the city.	Completed in March 2007
Public Place Public Life Study	Provided a Public realm toolkit for Brighton & Hove - made recommendations for improving the city's network of streets and spaces.	Completed in April 2007
Open Space, Sport and Recreation Study	Quantitative, qualitative and accessibility analysis of existing open spaces/recreational facilities. Development of local Open Space Standards.	Interim report completed in June 2008
Green Infrastructure Network	Options for developing a green network through combining ecological, sustainable transport and social/cultural benefits.	Interim report completed in June 2008
Strategic Flood Risk Assessment	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

Study Title	Description	Status
Strategic Housing Land Availability Assessment	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.	Interim report completed in May 2008
Creative Industries Workspace Study	Provided an evidence base on the supply and demand of creative industry workspace.	Study completed by end of March 2008
Affordable Housing Viability Study	To test alternative percentages of affordable housing.	Study completed in December 2007
Strategic Housing Market Assessment	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
Appropriate Assessment	Part of the Habitat Regulation Assessment and the Core Strategy Sustainability Appraisal	Completed in May 2008
Transport Assessment	To provide a transport assessment of the Core Strategy's spatial strategy.	Interim report completed in May 2008
Reducing Inequalities Review	To evaluate the approaches taken in Brighton & Hove to address social exclusion and deprivation in neighbourhoods and among groups facing disadvantage and offer recommendations for future approaches to tackling inequality.	Completed January 2008
Sequential and Exception Test	This paper sets out the sequential tests relating to flood risk at the broad locations (or 'Development Areas') identified in the Core Strategy.	Completed in March 2008

8. Project Management and Resources

8.1 The LDF is delivered by staff across Brighton & Hove's City Planning division. The main responsibility for delivering the Local Development Framework lies with the Local Development Framework Team which is managed by the Local Development Framework Team Manager. It is staffed by a dedicated LDF Project Manager, a Principal Policy Advisor and three Senior Planning Officers.

8.2 The LDF Project Manager uses Prince 2 project management methodology where appropriate to manage the LDF process and produces and monitors the yearly LDF Programme Plan and LDF Risk Log. Updates are reported regularly to the Assistant Director, City Planner and the cross-departmental LDF Steering Group consisting of senior council officers. The Project Manager is also responsible for working up detailed work programmes across the LDF, ranging from background research, SPD preparation and consultation schedules and has a key role in supporting the joint project management arrangements with East Sussex County Council with regard to the Waste and Minerals Development Framework. Joint project management arrangements are managed by a Joint Project Management Group which meets regularly and reports to a joint Waste and Minerals Project Board.

8.4 The City Planning Strategy and Monitoring Team provides support in terms of staffing, leading on the Waste and Minerals Development Framework, undertaking sustainability appraisal work and producing the Annual Monitoring Report. Project support is also provided by planners in the Planning Projects Team and officers in the Conservation and Design Team.

8.5 Development Plan Documents are prepared via identified officers in a project team lead by a manager and co-ordinated by a dedicated lead officer. Supplementary Planning Documents may be prepared outside City Planning or within other departments within the city council. If this is the case project management for these remain the responsibility of an identified officer in City Planning.

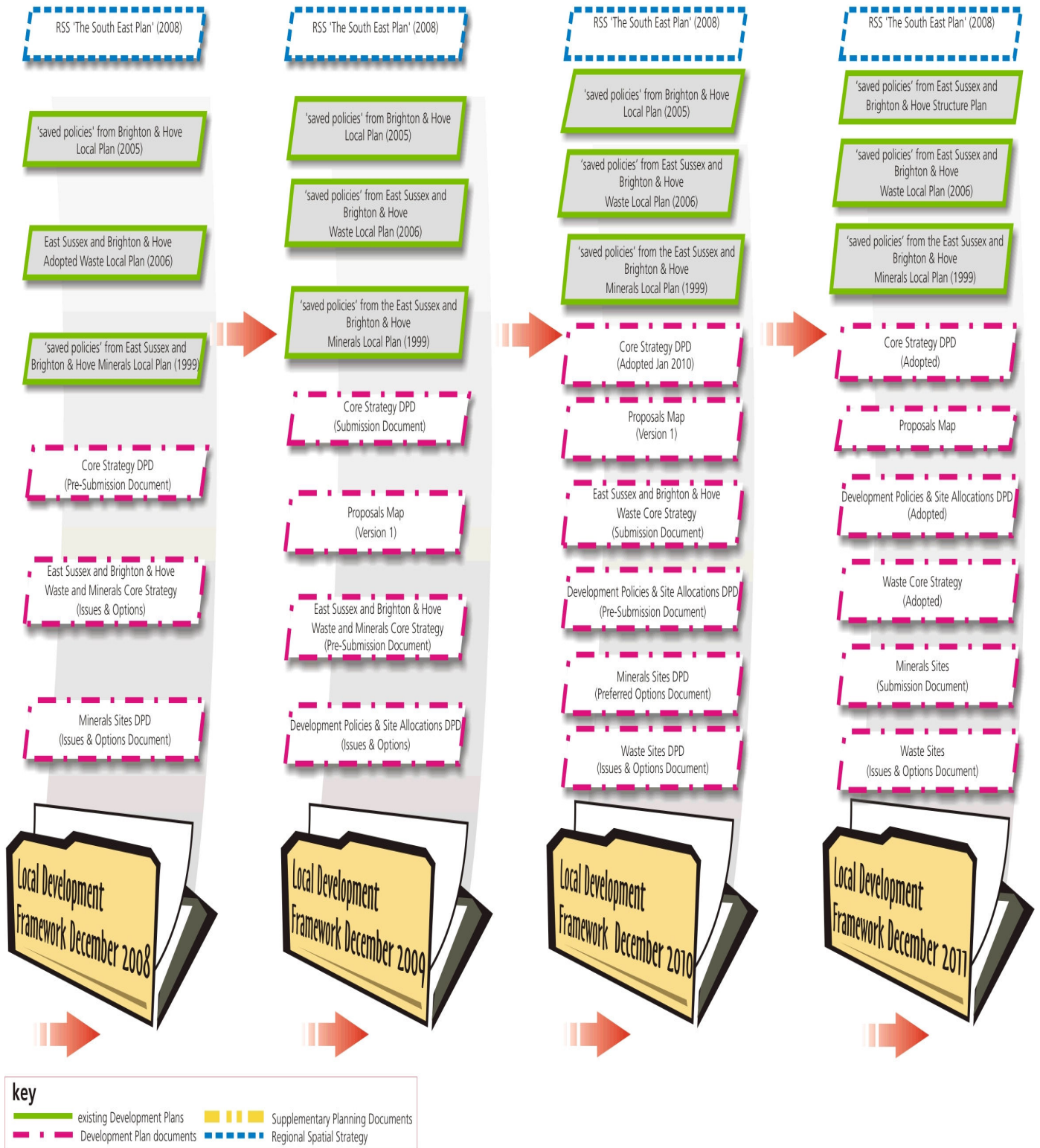
8.7 A wider LDF Internal Officers' Advisory Group is also used to ensure good strategic policy links are made across the city council to support the preparation of DPDs. Key officers from this group are represented on the LDF Steering Group. Close working with the LDF Partnership Sub-Group of the Local Strategic Partnership and the Public Service Board ensure good links are made with delivery of the Sustainable Community Strategy. Currently lead councillors have been identified by each party to lead on the LDF and are briefed at key stages.

9. Risks and Contingencies

9.1 Dedicated LDF Risk and Issue Logs are maintained by the LDF Project Manager and are regularly reviewed with the Assistant Director, City Planner and the LDF Steering Group at its meetings. These logs include any resource based issues which may arise as a result of the regular programme review process. The log identifies action required to mitigate the risks if they occur and also identifies contingency measures that may be required to ensure key deadlines can be met. In addition, there is also a dedicated Waste and Minerals Development Framework risk log maintained jointly with East Sussex and reviewed regularly by the joint Waste and Minerals Project Board.

APPENDICES

APPENDIX A



APPENDIX B - Profile of Development Plan Documents

1. CORE STRATEGY

OVERVIEW

Role and Subject	This sets out the vision and spatial strategy for the city to 2026, addressing important citywide spatial matters including housing, the economy, retail, community safety, tourism, and transport issues.
Coverage	Citywide
Status	Development Plan Document
Conformity	National policy and the South East Plan (Regional Spatial Strategy)

TIMETABLE

Stage	Date
Commencement of Document	June 2005
Early Stakeholder and Community Involvement: Issues and Options	October – March 2005
Early Stakeholder and Community Involvement: Scoping Report	October – November 2006
Preferred Options Public Consultation Consultation on Sustainability Appraisal	November – December 2006
Revised Preferred Options consultation	June – August 2008
Pre-Submission Consultation	February - March 2009
Date for submission to Secretary of State	May 2009
Pre-examination meeting	July/August 2009
Examination (estimated)	October 2009
Estimated date for adoption	January 2010

ARRANGEMENTS FOR PRODUCTION

Role	Officers
Organisational Lead	Chief Executive
Political Management	Cabinet and full Council.
Internal Resources	Local Development Framework Team Manager, Lead Officer, LDF Project Manager, Core Strategy Project Team, Sustainability Appraisal Officer and City Planning Support. Strategies and policies within the city council will be joined up via the LDF Steering Group and the Internal Officers Advisory Group (which will have a representative from each main policy area) and the Research and Consultation Team (for consultation).
External Resources	Consultants commissioned for research/evidence base work.
Stakeholder Resources	Community Partnership Sub-Group (called the LDF Sub-Group), Equalities Forum, Community and Voluntary Sector Forum, Communities and Networks of Interest, statutory consultees and local partnerships including the economic and housing partnership. The Sustainability Commission will have a role in endorsing the SA/SEA process.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statement of Community Involvement.

2. DEVELOPMENT POLICIES & SITE ALLOCATIONS

OVERVIEW

Role and Subject	This document will be a key mechanism for delivering the Core Strategy and will provide one clear summary all implementation policies.
Coverage	Citywide
Status	Development Plan Document
Conformity	National policy and guidance, South East Plan (RSS) and the Core Strategy.

TIMETABLE

Stage	Date
Commencement of Document	March 2009
Public Participation in Plan Preparation	June-December 2009
Pre-Submission Consultation	August – September 2010
Date for submission to Secretary of State	December 2010
Pre-examination meeting	January 2011
Examination (estimated)	March 2011
Estimated date for adoption	July 2011

ARRANGEMENTS FOR PRODUCTION

Role	Officers
Organisational Lead	Assistant Director, City Planner, Brighton & Hove City Council
Political Management	Cabinet and full Council.
Internal Resources	Local Development Team Manager, Lead Officer, LDF Project Manager, Site Allocations Project Team and Sustainability Appraisal Officer. Work will be endorsed by the LDF Steering Group. Close working with other teams including Housing Strategy Team, Economic Development and Children, Families and Schools Department. Initial work will be with the internal officers advisory group
Stakeholder Resources	These include the Housing, Economic and Regeneration Partnerships, LDF Sub-Group of the community partnership, Equalities Groups and the Primary Trust. There will be the need to engage at regional and sub-regional level as well as local stakeholder groups around a number of issues including design, community safety and sustainability. Sustainability Commission will be involved in the SEA/SA process.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statement of Community Involvement.

3. WASTE AND MINERALS CORE STRATEGY

OVERVIEW

Role and Subject	The Waste and Minerals Development Framework is a joint document that will set out the vision and spatial strategy for sustainable waste reduction, recycling and disposal for Brighton and Hove and East Sussex. It will go on to set out the strategy for identifying sites for waste. This document will include a suite of development control policies.
Coverage	Citywide and countywide
Status	Development Plan Document
Conformity	National policy and guidance, South East Plan (RSS) and the Community Strategies.

TIMETABLE

Stage	Date
Commencement of Document	May 2006
Early Public Participation in Plan Preparation: Scoping Report	March – April 2007
Public Participation in Plan Preparation	February – October 2009
Pre-Submission Consultation	February – March 2010
Date for submission to Secretary of State	June 2010
Pre-examination meeting	July 2010
Examination (estimated)	September 2010
Estimated date for adoption	January 2011

ARRANGEMENTS FOR PRODUCTION

Role	Officers
Organisational Lead	Assistant Director City Planner (Brighton & Hove City Council) and Assistant Director of Policy (East Sussex County Council).
Political Management	Cabinet and full Council (Brighton & Hove) and Cabinet and full Council (East Sussex County Council).
Internal Resources	Strategic Planning and Monitoring Manager, Lead Waste Officer, LDF Project Manager, Waste Planner, Sustainability Team.
External Resources	Joint working with officers at East Sussex and Sustainability Appraisal officer or consultant.
Stakeholder Resources	Community Partnerships Sustainability Commission.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in both Statements of Community Involvement.

4. MINERALS SITES

OVERVIEW

Role and Subject	Will set out existing and any new sites for the allocation of minerals development
Coverage	Citywide and countywide
Status	Development Plan Document
Conformity	General conformity with the South East Plan and national policy and the Waste and Minerals Core Strategy.

TIMETABLE

Stage	Date
Commencement of Document	May 2006
Early Public Participation in Plan Preparation: Scoping Report	March – April 2007
Early Public Participation in Plan Preparation	February – March 2008
Further Public Participation in Plan Preparation	June-July 2010
Pre-Submission Consultation	February – March 2011
Date for submission to Secretary of State	July 2011
Pre-examination meeting	November 2011
Examination (estimated)	January 2012
Estimated date for adoption	April 2012

ARRANGEMENTS FOR PRODUCTION

Role	Officers
Organisational Lead	Assistant Director, City Planner, (Brighton & Hove City Council) and Assistant Director of Policy (East Sussex County Council).
Political Management	Cabinet and full Council (Brighton & Hove) and Cabinet and full Council (East Sussex County Council).
Internal Resources	Strategic Planning and Monitoring Manager, Lead Waste Officer, LDF Project Manager, Waste Planner, Sustainability Team.
External Resources	Joint working with officers at East Sussex and Sustainability Appraisal officer or consultant.
Stakeholder Resources	Community Partnerships and the Sustainability Commission.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in both Statements of Community Involvement.

APPENDIX C – List of documents adopted and due to be adopted as part of the Local Development Framework

ADOPTED

Document Name	Document Type	Date Adopted
Brighton Centre Design Framework	SPD	January 2005
Brighton & Hove Local Plan	DPD	July 2005
East Sussex and Brighton & Hove Waste Local Plan	DPD	February 2006
Statement of Community Involvement	LDD	September 2006
Shopfront Design	SPD	September 2005
Circus Street Development Brief	SPD	March 2006
Edward St Development Brief	SPD	March 2006
Trees and Development Sites	SPD	March 2006
Construction and Demolition Waste	SPD	December 2006
Advertisements	SPD	June 2007
Sustainable Building Design	SPD	June 2008

ESTIMATED TO BE ADOPTED

Document Name	Document Type	Date estimated to be adopted
Nature Conservation in Development	SPD	September 2008
Architectural Features ³	SPD	September 2008
Developer Contributions	SPD	January 2009
Parking Standards and Accessibility	SPD	July 2009
Brighton Marina	SPD	March 2009
London Road	SPD	March 2009
Universities	SPD	March 2009
Core Strategy	DPD	January 2010
Householder Extensions	SPD	February 2010
Green Network	SPD	March 2011
Urban Design Framework	SPD	April 2011
Development Policies and Site Allocations	DPD	July 2011
Waste Core Strategy	DPD	September 2011
Minerals Sites	DPD	April 2012

³ Previously referred to as Conservation Features SPD

APPENDIX D

Transition from Supplementary Planning Guidance (SPG) to Supplementary Planning Documents (SPDs)

All of the city council's currently adopted SPGs are up to date and will remain a material consideration linked to the Local Plan saved policies. Upgrading a number of these to SPD status is currently being considered. The saved SPGs are set out below.

Supplementary Planning Guidance Note and date	Saved Policy in Brighton & Hove Local Plan
SPG1: Roof Alterations and Extensions – adopted February 1999	QD14 Extensions and Alterations
SPG2: External Paint Finishes and Colours – October 1998	HE1 Listed Buildings HE6 Development within or affecting the setting of conservation areas
SPG3: Brighton Station Brief – October 1998	EM13 Brighton Station – mixed uses
SPG4: Parking Standards – September 2000 (this SPG is currently under review and will be replaced by an SPD in July 2008)	TR1-TR4, TR14, TR17-TR20 public transport accessibility and parking and TR19 Parking Standards
SPG5 Black Rock Planning Brief – 2001	SR19 Black Rock Site
SPG7 Satellite Dishes – September 2003	QD22 Satellite dish aerials
SPG10 King Alfred/RNR Site Planning Brief – adopted 2002	SR24 King Alfred/RNR Site
SPG11 Listed building interiors – September 2003	HE1 Listed Buildings
SPG13 Listed Buildings – general advice – adopted September 2003	HE1 Listed Buildings
SPG14 Preston Barracks – September 2003	EM17 Preston Barracks
SPG15 Tall Buildings – January 2004	QD1-QD4 Design policies
SPG16 Energy Efficiency and Renewable Energy SPG – May 2004	SU2 Efficiency of development in the use of energy, water and materials
SPG17 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.
SPG19 Fire Precaution Works to Historic Buildings – May 2004	HE1 Listed Buildings
SPG20 Brighton Marina Planning Brief – January 2003	Linked to a number of policies in the local plan including QD design policies, transport, housing and retail policies.
SPG21 Sustainability Checklist – May 2004	SU2 Efficiency of development

APPENDIX E- **GLOSSARY OF TERMS AND KEY DOCUMENTS**

Acronym Buster

AMR - Annual Monitoring Report
DPD - Development Plan Document
LDF - Local Development Framework
LDD - Local Development Document
LDS - Local Development Scheme
SCI - Statement of Community Involvement
SPD - Supplementary Planning Document

Glossary of Terms

Term	Definition
Annual Monitoring Report (AMR)	An assessment of the progress against the LDS Includes a commentary on the performance of policies. Sent to the Secretary of State each December.
Area Action Plans (AAPs)	These will provide a planning framework to cover key areas of change or conservation.
Background Documents	Technical documents that will inform the production of LDDs, for example an Urban Capacity Study.
Chain of conformity	Outlining how the policies in the DPDs conform to the national, regional and local policy
Core Strategy	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 key diagram will illustrate the spatial vision for the city.
Development Plan	Term which groups together Regional Spatial Strategies and DPD's.
Development Plan Documents (DPDs)	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.
Development Policies	A suite of criteria-based policies which are required to ensure that all development within the area meets the vision and strategy set out in the Core Strategy.
Independent Examination	All DPD's are subject to independent examination by a planning inspector. The inspector will carry out an "assessment of soundness" of the document.
Local Development Documents (LDDs)	The collective term for DPDs, SPDs and the SCI.
Local Development Framework (LDF)	This is the group of documents that form the spatial development framework for the area. Includes DPDs, SPDs, the SCI, the LDS and the AMR.
Local Development Scheme (LDS)	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 of the documents that will make up the LDF and the timescales they can expect preparation and review of these documents.
Planning Policy Statements (PPS)	Produced by central government and express national planning policy.
Proposals Map	Will show existing and revised designations of areas of land such as conservation areas and green belt, and the locations of any proposed or actual AAPs. It would also define the sites for particular future land uses or developments, and the areas to which specific policies apply.
Regional Spatial Strategy (RSS)	To be prepared in the South East by the South East England Regional Assembly (SEERA). The regional spatial strategy or the 'South East Plan' will be a statutory document and part of the local Development Plan and it will set out the policies in relation to the development and use of land in the region and will be approved by the Secretary of State.
Site Allocations	This will identify all citywide site allocations for uses including housing, affordable housing, employment land, retail, leisure, social, health and education.
Saved Plan	Certain existing plans will be "saved", that is they will remain a material consideration as part of the development plan for three years and be contained within the local development framework.
Spatial Planning	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 social issues.
Statement of Community Involvement (SCI)	Sets out how the community is to be engaged in the LDF process and sets standards for involving the community in the preparation, alteration and continuing review of all local development documents.
Supplementary Planning Documents (SPDs)	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.
Sustainability Appraisal	Strategic environmental assessment (SEA) is a generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' requires a formal 'environmental assessment' of certain plans and programmes, including those in the field of planning and land use.

