

Appendix 1

Eastbourne

LOCAL DEVELOPMENT

SCHEME

2019 - 2022



February 2019

EASTBOURNE
Borough Council



www.eastbourne.gov.uk

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1.0 Introduction

- 1.1 The Planning and Compulsory Purchase Act 2004 requires Local Planning Authorities to prepare and maintain a Local Development Scheme (LDS). A Local Development Scheme sets out the work programme for the preparation of documents that will form the Local Plan over a rolling three year time period.
- 1.2 The Local Plan contains the policies which all planning applications are considered against, unless a material consideration indicates otherwise.
- 1.3 Legislation requires that the Local Development Scheme specifies the Local Plan documents that are to be produced; the subject matter and geographical area to which each document relates; and the timetable for the preparation and revision of these documents. It must be made publicly available and kept up-to-date as it is important that local communities and interested parties can keep track of progress.
- 1.4 Although the Planning and Compulsory Purchase Act originally required Local Planning Authorities to submit their Local Development Scheme to the Secretary of State, the Localism Act 2011 removed this requirement and allows Local Planning Authorities to adopt their own Local Development Schemes without approval from the Secretary of State.
- 1.5 This Local Development Scheme covers the period 2019-2022, and sets out the timetable for the production of the Eastbourne Local Plan. Progress will be monitored against the targets and milestones set out in this Local Development Scheme each year through the Local Monitoring Report, which will be published annually each December.

2.0 Background

- 2.1 Planning law requires that applications for planning permission must be determined in accordance with the Local Plan unless material considerations indicate otherwise¹.
- 2.2 The National Planning Policy Framework (NPPF), which was published in 2018, requires local planning authorities to prepare succinct and up-to-date plans that provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings (*NPPF, para 15*).
- 2.3 The NPPF sets out how Local Plans should be shaped to accord with the principles of sustainable development, and all new Local Plans must be consistent with the NPPF in order to be sound. At the heart of the NPPF is a presumption in favour of sustainable development.
- 2.4 Local Plans must be underpinned by relevant and up-to-date evidence, which should be adequate and proportionate, focused tightly on supporting and justifying the policies concerned, and take into account relevant market signals (*NPPF, para 31*). In addition, Local Plans are subject to the European Strategic Environment Assessment Directive and should incorporate a sustainability appraisal to ensure that they accord with the principles of sustainable development.
- 2.5 The NPPF requires that a local planning authority has a plan that includes strategic policies to address the priorities for the development and use of land in its area.
- 2.6 Policies to address non-strategic matters can be included within the same plan that contains the strategic policies, or they can be contained within a separate plan. They may also be contained within a neighbourhood plan that is produced by the local community.
- 2.7 Supplementary Planning Documents (SPDs) can be produced to provide additional detail on a policy within a Local Plan, and are a material consideration in the determination of a planning application. The NPPF requires that they should be used where they can help applicants make

¹ Section 38(6) of the Planning and Compulsory Purchase Act 2004 and Section 70(2) of the Town and Country Planning Act 1990

successful applications or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development.

- 2.8 The Town & Country Planning (Local Planning) (England) Regulations 2012 (also known as '*the Local Plan Regulations*') sets out the stages in the preparation of Local Plans, which includes independent examination by a person appointed by the Secretary of State. The process for SPDs is similar but does not require the document to be subject to independent examination. The only exception to this is a Community Infrastructure Levy Charging Schedule, which has its own set of planning regulations, outlining how it is prepared and examined.


3.0 Purpose of Local Development Scheme

- 3.1 Under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008, the Localism Act 2011 and the Housing and Planning Act 2016), Local Planning Authorities must produce a Local Development Scheme (LDS).
- 3.2 The LDS is a 3-year project plan setting out the timetable for the preparation of the Local Plan and any other DPDs that are proposed. It provides a starting point for the local community, businesses, other stakeholders to find out what planning documents the Council is intending to prepare and to see when they will be able to view and make comments on the contents of new planning policies and proposals. The LDS is available on the Council's website: <https://www.lewes-eastbourne.gov.uk/planning-policy/local-development-scheme/>
- 3.3 Community Involvement throughout the preparation of the Local Plan is very important in order to ensure local views are taken into account. The Council is committed to the close involvement of stakeholders and the wider local community and this approach is set out in the Council's Statement of Community Involvement (SCI). The SCI is available on the Council's website: <https://www.lewes-eastbourne.gov.uk/planning-policy/statement-of-community-involvement/>
- 3.4 Section 15 (9A) of the Planning and Compulsory Purchase Act (as amended by the Localism Act 2011 (c. 20), ss. 111(7), 240(1)(h) (with s. 144)) requires that a copy of any amendments made to the scheme be made available to the public. The amendments between the previous version of the LDS and this version are summarised in Appendix 4: Amendments to the LDS.

4.0 Planning Context in Eastbourne

Current Local Plan Position

- 4.1 The Eastbourne Core Strategy Local Plan 2006-2027 (“the Core Strategy”) was adopted in February 2018.
- 4.2 Amendments to the Town and Country Planning (Local Planning) (England) Regulations in December 2017 require local planning authorities to undertake a review of a local plan every five years starting from the date of adoption.
- 4.3 In completing this review, the local planning authority must decide either:
- that their policies do not need updating and publish their reasons for this decision; and/ or
 - that one or more policies do need updating, and update their Local Development Scheme to set out the timetable for this revision.
- 4.4 The five year anniversary of the Core Strategy was on 20th February 2018.
- 4.5 The Authority Monitoring Report (AMR) 2017/2018 identifies that Eastbourne had delivered a total of 2,702 homes over the plan period out of a total of 5,022 homes. However, delivery at this stage in the plan period should have been 2,880 homes. The recent years have seen housing delivery under the Core Strategy target, and over the three years from 2015-2018, housing delivery was 77% of that required.
- 4.6 The NPPF (para 33) identifies that strategic policies will need updating at least once every five years if local housing need has changed significantly. Eastbourne’s Local Housing Need (calculated by the standard method introduced through the NPPF in 2018) is 640 homes per year. The Core Strategy was based on a housing need to 400 homes per year. Therefore housing need has changed considerably since the adoption of the Core Strategy.
- 4.7 The AMR 2017/2018 also identifies that at 1st October 2018, Eastbourne had a 1.56 year supply of housing land. Because the Core Strategy is more than five years old, the five year housing land supply is measured against the Local Housing Need calculated via the Government’s standard method. The lack of a five year housing land supply means that in accordance with the NPPF, the Core Strategy policies relating to housing delivery cannot be considered to be up to date.

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- 4.8 Therefore, it is determined that the Core Strategy requires updating due to the under delivery of housing against the housing requirement set out in the plan, an increase in the housing need requirement calculated through the Local Housing Need standard method, and the lack of a five year housing land supply.
- 4.9 Therefore there is a need to prepare a new Eastbourne Local Plan to replace strategic policies in the Core Strategy. This LDS sets out the timetable for the preparation of a new Eastbourne Local Plan.

Joint Transformation Programme

- 4.10 Eastbourne Borough and Lewes District Councils have embarked on an exciting and ambitious business transformation programme to modernise services and generate significant savings for both Councils. The programme will see the introduction of a new business model with joint teams delivering shared services that deliver great outcomes for customers, and is known as the Joint Transformation Programme.
- 4.11 The purpose of the Joint Transformation Programme is the formation of two strong Councils through the full integration of management, services and ICT to:
- a) **Protect Services** - delivered to local residents while at the same time reducing costs for both Councils to together save £2.8m annually
 - b) **Greater strategic presence** - create two stronger organisations which can operate more strategically within the region while still retaining the sovereignty of each Council
 - c) **High quality, modern services** - meet communities and individual customers' expectations to receive high quality, modern services focused on local needs and making best use of modern technology
 - d) **Resilient services** - building resilience by combining skills and infrastructure across both Councils.

5.0 Adopted Local Plan and Other Planning Documents

Local Plan

- 5.1 The Eastbourne Local Plan currently consists of:
- Saved Policies from the Eastbourne Borough Plan 2001-2011 (adopted 2003)
 - The Eastbourne Core Strategy Local Plan (adopted 2013)
 - The Eastbourne Town Centre Local Plan (adopted 2013)
 - The Eastbourne Employment Land Local Plan (adopted 2016)

Saved Policies from the Eastbourne Borough Plan

- 5.2 The Eastbourne Borough Plan 2001-2011 was adopted in 2003. Selected policies from the Borough Plan were saved indefinitely in 2007.
- 5.3 Some Borough Plan policies were superseded by the adoption of the Core Strategy and Town Centre Local Plan in 2013 and the Employment Land Local Plan in 2016, and have therefore been deleted.
- 5.4 The saved Borough Plan policies are mainly those related to Development Management issues that are used on a day-to-day basis in determining planning applications and guiding development.

Core Strategy

- 5.5 The Eastbourne Core Strategy Local Plan was adopted in February 2013 following Public Examination by a Planning Inspector in May 2012.
- 5.6 The Core Strategy is the main strategic planning document for Eastbourne, and all other DPDs were required to conform to the primary policies in this Plan. It sets out the Council's spatial vision for Eastbourne up to 2027, and the primary land use objectives which will deliver it. It includes broad locations for residential and economic development along with time frames and delivery mechanisms where appropriate. It also sets the direction for the Town Centre Local Plan and Supplementary Planning Documents.
- 5.7 However, it is now considered that the Core Strategy is out of date and should be reviewed through the preparation of a new Local Plan containing strategic policies.

Town Centre Local Plan

- 5.8 The Eastbourne Town Centre Local Plan (TCLP) was adopted in November 2013 following Public Examination by a Planning Inspector in May 2013.
- 5.9 The Town Centre is an area which will experience considerable change over the coming years. The purpose of the TCLP is to provide a shared vision and strategy of actions, for the whole of the town centre. This Plan covers a wide range of issues relating to general planning and design management of the centre. It provides the basis of an agreed strategy for the allocation of land and other policies to guide the further development of the Eastbourne Town Centre.

Employment Land Local Plan

- 5.10 As a result of the Inspector's consideration of Policy D2 at the Core Strategy examination, an early review of this policy was required.
- 5.11 The Employment Land Local Plan (ELLP) re-examined Policy D2: Economy and the identification of land for employment uses within the Core Strategy Local Plan. It reviewed the employment needs of Eastbourne to 2027 and considered how much land needed to be identified to provide for uses within Class B of the Use Classes Order. The ELLP allocated employment land to meet this need.
- 5.12 It was adopted in November 2016, and supersedes Core Strategy Policy D2.

Other Planning Documents

- 5.13 In addition, Eastbourne Borough Council has also produced the following documents:
- Eastbourne Policies Map (2016)
 - Statement of Community Involvement (2019)
 - Community Infrastructure Levy – Charging Schedule (2015)
 - Sovereign Harbour Supplementary Planning Document (2013)
 - Eastbourne Park Supplementary Planning Document (2013)
 - Sustainable Building Design Supplementary Planning Document (2013)
 - Local Employment & Training Supplementary Planning Document (2016)

- Tourist Accommodation Retention Supplementary Planning Document (2017)
- Affordable Housing Supplementary Planning Document (2017)
- Authority Monitoring Report

Policies Map

- 5.14 The Policies Map (previously referred to as the Proposals map) illustrates the policies and proposals of the Local Plan. The Policies Map excludes that part of the Borough which now forms part of the South Downs National Park, and falls under the jurisdiction of the South Downs National Park Authority (SDNPA). The SDNPA are responsible for planning policies and making development management decisions within the designated area of the National Park.
- 5.15 The current Policies Map was adopted alongside the Employment Land Local Plan in 2016. It will be revised and updated as new Local Plan policies are adopted.

Statement of Community Involvement

- 5.16 The Statement of Community Involvement (SCI) sets out how we will involve the community in the planning process, including Local Plans and planning applications (Development Management). It sets out the activities that the Council will undertake to reach stakeholders and the public during the various stages of preparation of Local Plan documents.
- 5.17 The SCI was adopted in 2017 to replace the original SCI that was produced in 2006 and updated in 2009. An update to the SCI was made in 2019 to ensure that changes in legislation through the Neighbourhood Planning Act 2017 that require the inclusion of a policy of advice and assistance in Neighbourhood Planning were met. The current SCI can be viewed on the Council's website: <https://www.lewes-eastbourne.gov.uk/planning-policy/statement-of-community-involvement/>.

Community Infrastructure Levy Charging Schedule

- 5.18 The Community Infrastructure Levy (CIL) Charging Schedule was adopted on 1st April 2015 and builds upon information contained in the Council's Infrastructure Delivery Plan (IDP), which identifies the infrastructure needed

to support future growth within the Borough. CIL takes the form of a levy per square metre of additional floorspace, based on £50 per square metre for residential uses (except apartments) and £80 per square metre for retail uses. The CIL rates were determined in order to ensure the overall viability of development in the area will not be compromised, and this was confirmed by an Examiner in January 2015.

Sovereign Harbour SPD

- 5.19 The Sovereign Harbour SPD provides guidance on the future of Sovereign Harbour in support of Policy C14 of the Core Strategy. It was adopted alongside the Core Strategy in February 2013.
- 5.20 The SPD sets out a strategy for the completion of the planned Sovereign Harbour development proposals, whilst meeting the community needs of local residents. It ensures that any future development on the remaining sites provides the social infrastructure necessary to ensure the neighbourhood becomes a sustainable centre. In order to maximise the community benefits this infrastructure will include a community centre, children's play areas and public open space. A maximum of 150 homes will be permitted.
- 5.21 The SPD provides guidance on the uses considered to be appropriate for each of the remaining development opportunity sites, including details of the size, scale and form of development and the specific community benefits to be delivered.

Eastbourne Park SPD

- 5.22 The Eastbourne Park SPD was adopted in February 2013 alongside the Core Strategy, and provides additional detail to Core Strategy Policy D11: Eastbourne Park. Eastbourne Park covers the area of Willingdon Levels and forms a green largely undeveloped heart of the Borough, and is mostly an area of grazing fields and small scale recreational activities.
- 5.23 The future of Eastbourne Park is a key priority for the Council and the SPD builds on policies in the Core Strategy to provide a sustainable development framework for future management and change in the area.

Sustainable Building Design SPD

- 5.24 The Sustainable Building Design SPD was adopted alongside the Core Strategy in February 2013. It provides guidance on Core Strategy Policy D1: Sustainable Development in relation to the provision and design of sustainable buildings and environmentally friendly developments, reflecting best practice.

Local Employment & Training SPD

- 5.25 The Local Employment and Training SPD was adopted alongside the Employment Land Local Plan in November 2016. It provides additional detail on the implementation of the requirement for local labour agreements within Policy EL1.
- 5.26 It provides a framework and guidance as to how local labour agreements (including employment and training measures) will be secured and how to maximise local employment opportunities at both the construction and first operational phase of the development.

Affordable Housing SPD

- 5.27 The Affordable Housing SPD was adopted in November 2017, following public consultation between 26 May and 21 July 2017.
- 5.28 The Affordable Housing SPD provides detailed explanation in support of the implementation of Policy D5: Housing of the Eastbourne Core Strategy Local Plan 2006-2027 (adopted 2013). It contains advice relating to the standards required of the range of residential sites in order to deliver the affordable housing necessary to meet local needs.

Authority Monitoring Report

- 5.29 The Authority Monitoring Report (AMR) looks at how Local Plan policies and proposals are being implemented, and identifies any emerging issues that may need to be addressed. It has the following functions:
- to measure progress made in respect of the planning documents being prepared;
 - to review the effectiveness of the adopted planning policies;

- to monitor the extent to which policies and targets in adopted documents are being achieved against a range of indicators.

5.30 All of the Council's Authority Monitoring Reports can be viewed at on the Council's website: <https://www.lewes-eastbourne.gov.uk/planning-policy/authority-monitoring-report-amr/>.

6.0 Work Programme for 2019-2022

Eastbourne Local Plan 2018-2038

- 6.1 There is a clear expectation that local planning authorities should have a Local Plan in place, and that it should be kept up-to-date to ensure policies remain relevant.
- 6.2 An assessment of the Core Strategy has concluded that it can no longer be considered to be up to date and therefore a new Local Plan for Eastbourne needs to be produced.
- 6.3 The NPPF requires that local planning authorities (individually or in conjunction with other local planning authorities) prepare a plan that sets out the strategic policies for their area, with non-strategic policies being included in either the same plan or a separate plan.
- 6.4 The new Eastbourne Local Plan will contain both strategic and non-strategic policies.
- 6.5 The strategic policies within the Eastbourne Local Plan will set out an overall strategy for the pattern, scale and quality of development and make provision for: housing, employment, retail, leisure and other commercial development; infrastructure including transport, water, flood risk and coastal management; community facilities including health and education; and conservation and enhancement of the natural, built and historic environment.
- 6.6 In accordance with the NPPF (para 22), the Eastbourne Local Plan will look ahead over a minimum 15 year period from adoption to anticipate and respond to long-term requirements and opportunities, such as those arising from major improvements in infrastructure.
- 6.7 The Eastbourne Local Plan will cover the period between 2018 to 2038, which reflects the introduction of the new method for calculating Local Housing Need in 2018, and allows for the plan to look ahead for a minimum 15 year period from adoption.
- 6.8 The Eastbourne Local Plan will also contain non-strategic policies that set out more detailed policies. These may include site allocations, the provision of infrastructure and community facilities, establishing design principles, conserving and enhancing the natural and historic environment and setting out other development management policies.

- 6.9 Where neighbourhood plans come forward, these will replace the non-strategic policies in specific areas. However, Neighbourhood plans will need to be in general conformity with the strategic policies contained in the new Local Plan.
- 6.10 The preparation of the Local Plan should be informed by proportionate evidence that supports and justifies policies. Plans should also set out the contributions expected from development, such as affordable housing contributions and infrastructure provision, although such policies should not undermine the deliverability of the plan.
- 6.11 Local plans should be informed throughout their preparation by a Sustainability Appraisal (SA) that incorporates Strategic Environmental Assessment (SEA). This should demonstrate how the plan has addressed relevant economic, social and environmental objectives.
- 6.12 A profile for the Local Plan is provided in Appendix 1: Local Plan Profile.
- 6.13 The Local Plan Regulations 2012 set out the stages in the preparation of a Local Plan.
- 6.14 The first stage in the production of the Local Plan is the *Preparation of a Local Plan (Regulation 18)*, which includes evidence gathering and inviting the local community and other stakeholders to make representations to the local planning authority about what a local plan with that subject ought to contain. A public consultation is timetabled to take place for an 8 week period in accordance with the adopted SCI in **November and December 2019**.
- 6.15 Following this public consultation, any representations made on the Local Plan will be taken into account, and a version of the Local Plan (known as the Proposed Submission version) will be made available under *Publication of a Local Plan (Regulation 19)*. As this version of the Local Plan is the one intended to be submitted to the Secretary of State for public examination, it will require Full Council approval, and will be published in **November 2020**.
- 6.16 *Representations relating to a Local Plan (Regulation 20)* will be invited in **November and December 2020** before the *Submission of documents and information to the Secretary of State (Regulation 22)* in **February 2021**.
- 6.17 The Secretary of State will appoint an Inspector to carry out an Independent examination of the Local Plan. The Inspector will consider the representations made (*Regulation 23*) and conduct the *Examination (Regulation 24)* at least

six weeks after first inviting persons who made representations to be heard at any hearings. This is anticipated to take place in **early summer 2021**.

- 6.18 *Publication of the recommendations of the appointed person (Regulation 25)* would be expected in **late summer 2021**, with *Adoption of a local plan (Regulation 26)* at Full Council taking place in **November 2021**.
- 6.19 A timetable for the preparation of the Local Plan is set out in Appendix 2: LDS Timetable.

Community Infrastructure Levy Charging Schedule

- 6.20 The Community Infrastructure Levy (CIL) is a tool for local authorities to help deliver infrastructure to support the development of the area.
- 6.21 Eastbourne Borough Council is a charging authority, which gives it the ability to set CIL rates in the Borough through the Charging Schedule. Eastbourne Borough Council is also a collecting authority, which means that it has responsibility for collecting the CIL rates from liable development.
- 6.22 In setting a CIL rate through the Charging Schedule, charging authorities must ensure that the rate does not threaten the ability to develop viably the sites and scale of development identified in the Local Plan.
- 6.23 The current Community Infrastructure Levy (CIL) Charging Schedule was adopted in 2015.
- 6.24 A review of the CIL Charging Schedule will take place alongside the preparation of the new Local Plan. This is to ensure that the infrastructure planning evidence that underpins the development strategy in the Local Plan is used to set an appropriate CIL rate in the Charging Schedule that strikes an appropriate balance between the desirability of funding infrastructure and the potential impact upon the economic viability of development across the area.
- 6.25 By preparing the Local Plan and the CIL Charging Schedule together, it will be possible to ensure that the sites and scale of development identified in the Local Plan is not subject to such a scale of obligations and policy burdens that threaten the ability of sites to be developed viably.
- 6.26 The Community Infrastructure Levy Regulations 2010 set out the stages in the preparation of a CIL Charging Schedule.

- 6.27 The review of the CIL Charging Schedule is expected to commence following the conclusion of the Local Plan consultation in **January 2020**, with *Consultation in a preliminary draft charging schedule (Regulation 15)* taking place in **June and July 2020**.
- 6.28 Following this, the *Publication of a draft charging schedule (Regulation 16)* will take place alongside the publication of the Proposed Submission version of the Local Plan in **November 2020**, with *Representations relating to a draft charging schedule (Regulation 17)* being invited in **November and December 2020**.
- 6.29 From this point, the timetable for the CIL Charging Schedule should align with the timetable for the Local Plan.
- 6.30 *Submission of documents and information to the examiner (Regulation 19)* will take place in **February 2021**, with *Consideration of representations by examiner (Regulation 20)* in **early summer 2021**.
- 6.31 *Publication of examiner's recommendations (Regulation 23)* would be expected in **late summer 2021**, with *Approval and publication of a charging schedule (Regulation 25)* by Full Council in **November 2021**.
- 6.32 A timetable for the preparation of the CIL Charging Schedule is set out in Appendix 2: LDS Timetable.

7.0 Resources and Programme Management

Governance

- 7.1 The implementation of this LDS will require effective governance support procedures.
- 7.2 The preparation of Local Plans and SPDs is guided by the Local Plan Steering Group. This consists of six Councillors, including the Leader of the Council, the Portfolio Holder for Place Services and Chair of Planning Committee, as well as a Member of the Opposition.
- 7.3 Local Plans are to be reported to Cabinet for approval to publish and consult, following a consultation with the Planning Committee. Full Council approval is required to submit the Local Plan for examination, and to formally adopt a Local Plan or SPD, in accordance with the Council's constitution.
- 7.4 The timeframe necessary to comply with the Council's in-house processes and procedures have been included within timeline given for preparing the Local Plan. The timescale for preparing the Local Plan also assumes that resources will be available to handle the workload.

Resources

- 7.5 The Council's Planning Policy team will take the lead on preparing the Local Plan, as well as the SA/SEA and the preparation of evidence base studies to support the Local Plan. The Planning Policy team will be supported by other Council officers where necessary.
- 7.6 Overall management responsibility for the Local Plan will be with the Planning Policy Lead, who will be responsible for appropriate allocation of staff and negotiating for resources and funding where necessary.
- 7.7 The Planning Policy team's top priority is the preparation of the Local Plan. Additional SPDs will only be produced where it is considered necessary to address a significant issue that has arisen.
- 7.8 External specialist consultants may also be used to supplement existing resources where studies are of a specialist nature and/or where there are

benefits in terms of timing to outsource the work, or in providing a critical friend to the Council's teams.

Risk Assessment

- 7.9 It is important that the risks associated with delivery of the Local Plan are acknowledged and mitigating measures put in place to avoid adverse impact on the delivery of the LDS.
- 7.10 The main risks to delivery together with proposed mitigation measures are identified in Table 1.

Table 1 - Risk Assessment

Issue	Risk / Implications	Mitigation
Staff Resources	EBC have previously had issues recruiting suitably qualified staff. If positions become vacant and cannot be quickly filled by qualified staff, there may be a need to review the LDS.	Robust management of staff resources and cross-service and partnership working. Consideration of additional external resources where appropriate
Evidence	Delay to Plan progress if the production of evidence studies is delayed. Additional unforeseen evidence base requirements and the need for specialist information and expertise which is unavailable in-house.	Early and thorough assessment of available evidence and need. Prioritisation of further work. Management of consultants, including setting of appropriate deadlines. Timely provision of information/comments for consultants. Close monitoring of adherence to project timescales.
Political Decision-making	Potential changes in political support for the Local Plan, due to events such as local and national elections. Politically contentious issues may	Ongoing engagement and progress updates given to the cross party Local Plan Steering Group Provide opportunities for

Issue	Risk / Implications	Mitigation
	require unforeseen procedures to resolve.	Councillors to discuss emerging policies through Member Training sessions.
Legal compliance (including Duty to Co-operate) and Tests of Soundness	<p>Risk that Local Plan could be found unsound or fail tests relating to legal compliance & Duty to Co-operate. Being found unsound could cause a potential resultant major delay to the progress of the Local Plan.</p> <p>There may be risks to the timetable in securing the appropriate level of 'co-operation' with neighbouring authorities at officer and member level.</p>	<p>Continuous soundness self-assessment. Consultation with the Planning Inspectorate and Planning Advisory Service.</p> <p>Make use of the East Sussex Strategic Planning Members Group to discuss duty to co-operate issues.</p>
Changes to National Planning Policy or procedural requirements	<p>Changes to national policy and planning guidance could result in abortive or inappropriate progress.</p> <p>Changes to procedural requirements and new legislation may alter the stages in plan preparation.</p>	<p>Closely monitor new policy and practice guidance and anticipate changes to national policy.</p> <p>Take into account any changes at the next appropriate stage in preparation.</p> <p>Consistent and ongoing legal advice from within the Council.</p>
Financial Resources	Undertaking evidence gathering projects, public consultation events and the examination of the new Local Plan require significant financial resources. Any additional unforeseen costs would place a further burden on the budget.	Close monitoring of the new Local Plan preparation budget and likely future commitments.
Consultation	Unexpectedly large numbers of representations may require extra work to respond to issues raised, or could require a longer examination in public and a delay in the Inspector reporting.	Identify expected level of response during consultation period and prioritise response to representations post consultation period.



Issue	Risk / Implications	Mitigation
Timescales	The scale and uncertainty of the content of a single Local Plan presents potential risks to its deliverability.	Robust scoping. Keep Local Development Scheme under constant review and amend as necessary. Ensure sound project planning.

8.0 Monitoring and Review

- 8.1 The Local Plan Steering Group will oversee the preparation and finalisation of the Local Plan before approval by the Council's Cabinet and Planning Committee. Local Plan Steering Group meets on a once every two months basis (or more regularly if required) and consists of six Councillors, including the Leader of the Council, the Portfolio Holder for Place Services and Chair of Planning Committee, as well as a Member of the Opposition.
- 8.2 Overall responsibility for the ongoing management of the LDS programme rests with the Planning Policy Lead. Input on certain documents and evidence studies will be required from other internal Council officers and external specialists as appropriate.
- 8.3 The Local Development Scheme will be monitored on an annual basis through the Authority Monitoring Report.

Appendices

Appendix 1: Local Plan Profile

EASTBOURNE LOCAL PLAN

Role and Subject:	The Eastbourne Local Plan will contain strategic policies that set out an overall strategy for the pattern, scale and quality of development and make provision for residential, commercial, community, infrastructure development. It will also contain non-strategic policies that provide more detail for development management purposes. Once adopted, it will supersede all other planning policies for Eastbourne.
Geographical coverage:	The whole of Eastbourne Borough, excluding the part of the Borough that is within the South Downs National Park.
Status:	Development Plan Document (DPD) which will form part of the statutory Development Plan for Eastbourne.
Conformity:	Must be consistent with the National Planning Policy Framework. Regard will also be had to the National Planning Practice Guidance and other relevant strategies.

Timetable & Key Milestones

Public consultation on Preparation of a local plan (Reg. 18)	November-December 2019
Publication of a local plan (Reg. 19)	November 2020
Representations relating to a local plan (Reg. 20)	November-December 2020
Submission of documents and information to the Secretary of State (Reg. 22)	February 2021
Consideration of representations by appointed person (Reg. 23)	March-April 2021
Independent Examination (Reg. 24)	May-June 2021

Publication of the recommendations of the appointed person (Reg. 25)	September 2021
Adoption of a local plan (Reg. 26)	November 2021
Production Arrangements	
Organisational lead:	Planning Policy Team
Management Arrangements:	Local Plan Steering Group
Resources:	Planning Policy team, Specialist Advisors (Planning) and external consultants
Approach to consultation:	Set out in the Statement of Community Involvement. Consultation will be led by Eastbourne Borough Council.
Post Production	
Monitoring and review mechanisms:	The implementation of the objectives and policies of the Eastbourne Local Plan will be monitored in the Authority Monitoring Report

Appendix 2: LDS Timetable

Year	2019												2020												2021											
	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
Eastbourne Local Plan										P	P																									
CIL Charging Schedule																																				

Key

C Commence preparation

Preparation Period

Town & Country Planning (Local Planning) (England) Regulations 2012

- P** Preparation of a local plan (Regulation 18)
- PS** Publication of a local plan (Regulation 19)
- R** Representations relating to a local plan (Regulation 20)
- S** Submission of documents and information to the Secretary of State (Regulation 22)
- E** Consideration of representations by appointed person (Regulation 23)
- E** Independent Examination (Regulation 24)
- I** Publication of the recommendations of the appointed person (Regulation 25)
- A** Adoption of a local plan (Regulation 26)

The Community Infrastructure Levy Regulations 2010

- C** Consultation in a preliminary draft charging schedule (Regulation 15)
- P** Publication of a draft charging schedule (Regulation 16)
- R** Representations relating to a draft charging schedule (Regulation 17)
- S** Submission of documents and information to the examiner (Regulation 19)
- E** Consideration of representations by examiner (Regulation 20)
- I** Publication of examiner's recommendations (Regulation 23)
- A** Approval and publication of a charging schedule (Regulation 25)

Appendix 3: Glossary

Term	Definition
Adoption	The final confirmation of a Development Plan / Local Plan or Supplementary Planning Document status by a Local Planning Authority.
Authority Monitoring Report (AMR)	Local Planning Authorities are required to prepare and publish an Authority Monitoring Report containing information on the implementation of the Local Development Scheme (LDS) and the extent to which the policies set out in the Local Plan documents are being achieved (previously known as Local Monitoring Report).
Community Infrastructure Levy (CIL)	The Community Infrastructure Levy is a charge which local authorities in England and Wales are empowered, but not required, to charge on types of new development in their area. The proceeds of the levy will be spent on local and sub-regional infrastructure to support the development of the area.
Community Strategy	A strategy developed by the local community, focusing on what is important to people who live, work and visit the town and to make positive changes.
Conservation Area	An area of special architectural or historic interest, the character or appearance of which is desirable to preserve or enhance.
Core Strategy	The main planning policy document for Eastbourne that sets out the long term strategic planning vision between 2006 and 2027.
Corporate Plan	Sets out the major place-shaping initiatives crucial to the future success of Eastbourne. Examples of these initiatives are the Town Centre Regeneration and the development of a Business Park at Sovereign Harbour.
Development Plan	The set of documents that provide the Local Planning Authority's policies and proposals for the development and use of land and buildings in the authority's area. This includes adopted Local Plans, any Neighbourhood Plans and the Waste & Minerals Local Plan.

Term	Definition
Development Plan Document	Statutory documents which are subject to specified consultation periods and are subject to independent examination. Also known as Local Plans.
Eastbourne Strategic Partnership (ESP)	A non-statutory body made up of a wide range of representatives from the public, private and voluntary sector. The ESP is responsible for producing, monitoring and reviewing the Eastbourne Community Strategy, reducing duplication in the provision of services and developing joint projects.
Evidence Base	The information and data gathered by local authorities to justify the "soundness" of the policy approach set out in the Local Plan, including physical, economic, and social characteristics of an area.
Examination / Examination in Public	The process by which a Planning Inspector may publicly examine a Local Plan for legal compliance and 'soundness' before issuing a binding report.
Infrastructure Delivery Plan (IDP)	Detailed assessment of the infrastructure required to deliver the spatial development strategy and how this will be delivered.
Inspectors Report	A report issued by a Planning Inspector regarding the planning issues debated at an Independent Examination of a Development Plan or a Planning Inquiry.
Joint Transformation Programme (JTP)	A business transformation programme involving Eastbourne Borough and Lewes District Councils to modernise services and generate significant savings for both Councils. The programme will see the introduction of a new business model with joint teams delivering shared services that deliver great outcomes for customers.
Local Development Document (LDD)	A generic term for documents prepared by Local Planning Authorities for the use and development of land or containing environmental, social and economic objectives relevant to the development and use of land which are intended to guide the determination of applications for planning permission.

Term	Definition
Local Development Scheme (LDS)	The LDS sets out the programme for the preparation of the Local Development Documents. All plan making authorities must maintain an up to date LDS.
Local Housing Need	The number of homes needed within a local authority area, calculated using the standard method introduced alongside the NPPF in July 2018.
Local Plan (LP)	The plan for the future development of the local area, drawn up by the Local Planning Authority in consultation with the community
Local Plan Regulations	See Town & Country Planning (Local Planning) (England) Regulations 2012
National Planning Policy Framework (NPPF)	The NPPF sets out the Government’s planning policies and how these are expected to be applied. It was published in July 2018.
Planning and Compulsory Purchase Act 2004	The legislation that introduced a new development planning system, based on the preparation of Local Development Frameworks. The Act commenced 28th September 2004.
Policies Map	A map which shows the policies and proposals in the Development Plan on a map.
Soundness / Test of Soundness	<p>In order to be sound, a Local Plan must be:</p> <ul style="list-style-type: none"> a) Positively prepared – providing a strategy which seeks to meet the area’s objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development; b) Justified – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence; c) Effective – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and d) Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in the NPPF.

Term	Definition
South Downs National Park (SDNP)	England's newest National Park, covering the South Downs and Western Weald, situated in the counties of Hampshire, and West and East Sussex. Planning responsibility within this area falls to the South Downs National Park Authority.
Statement of Community Involvement (SCI)	Document explaining to stakeholders and the community how they can be involved in the preparation of Local Development Documents, and the steps that will be taken to facilitate their involvement.
Strategic Environmental Assessment (SEA)	The term used internationally to describe the environmental integration of policies, plans and programmes. The SEA Directive (2001/42/EC) requires a formal 'environmental assessment' of plans and programmes that are to be adopted by a public authority including those in spatial planning. This assessment is often combined with the Sustainability Appraisal.
Supplementary Planning Document (SPD)	These provide additional planning policy guidance to the policies and proposals in the Local Plan. They do not need to be subject to independent examination
Sustainability Appraisal (SA)	Assessment of the social, economic and environmental impacts of proposals in Local Development Documents.
Town & Country Planning (Local Planning) (England) Regulations 2012	Regulations (as amended) that govern the process for preparing Local Plans and Supplementary Planning Documents. Also known as 'Local Plan Regulations'.

Appendix 4: Amendments to the LDS

A summary of the main changes from the previous LDS is provided below:

The period that the LDS covers has changed from 2017-2020 to 2019-2022

Minor amendments have been made to **Section 2: Background** to reflect changes as a result of the introduction of a revised National Planning Policy Framework in July 2018.

Minor amendments have been made to **Section 4: Planning Context in Eastbourne** that summarises the five year review of the Core Strategy to set the context for the need to produce a new Local Plan.

Minor amendments have been made to **Section 5: Adopted Local Plan and Other Planning Documents** to reflect the change in status of the Development Plan Documents as a result of the five year review, plus the adoption of the Affordable Housing SPD.

Changes have been made to **Section 6: Work Programme for 2019-22:**

- Changes to the plan period for the Eastbourne Local Plan from 2015-2035 to 2018-2038, which reflects the introduction of the new method for calculating Local Housing Need in 2018 and allows for the plan to look ahead for a minimum 15 year period from adoption.
- Changes to reflect the new NPPF in terms of the requirement for strategic and non-strategic policies
- Change to the timetable for the preparation of the Eastbourne Local Plan:
 - Reg. 18 consultation: from October-November 2017 to November-December 2019
 - Proposed Submission (Reg. 19): from October-November 2018 to November-December 2020
 - Submission (Reg. 22): from January 2019 to February 2021
 - Examination (Reg. 24): from May-June 2019 to May-June 2021
 - Adoption (Reg. 26): from November 2019 to November 2021
- Change to the timetable for the preparation of the CIL Charging Schedule:
 - Preliminary Draft (Reg. 15): from January-February 2018 to June-July 2020

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- Draft Charging Schedule (Reg. 16): from June-July 2018 to November-December 2020
 - Submission (Reg. 19): from October 2018 to February 2021
 - Examination (Reg. 20): from November-December 2018 to May-June 2021
 - Adoption (Reg. 25): from April 2019 to November 2021
- Removal of Statement of Community Involvement, Tourist Accommodation Retention SPD and Affordable Housing SPD from the LDS due to these now being adopted.