

# Mid Sussex District Council

Mid Sussex District Council



Statement of Community Involvement (SCI)

March 2019



MID SUSSEX DISTRICT COUNCIL

Mid Sussex District Plan 2014 – 2031



Adopted March 2018



## Local Development Scheme



June 2019



MID SUSSEX  
DISTRICT COUNCIL

**Mid Sussex District Council**

**Local Development Scheme June 2019**

**Status of this Document**

The Scheme will be brought into effect on 3<sup>rd</sup> June by a Cabinet resolution on 3<sup>rd</sup> June 2019.

## **1.0 Introduction – What is the Local Development Scheme?**

- 1.1 The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires local planning authorities to prepare, maintain and publish a Local Development Scheme (LDS).
- 1.2 The LDS sets out the timetable for the production of Development Plan Documents (DPDs), including key production and public consultation stages. This enables the community, businesses, developers, service and infrastructure providers and other interested organisations and individuals to know which DPDs are to be prepared for the area and when they will be able to participate in the plan making process<sup>1</sup>.
- 1.3 This LDS covers the period from 2019 to 2021, and updates the previous LDS, which was published in October 2017 by Mid Sussex District Council. It provides information about the Mid Sussex District Council's Site Allocations DPD, and related documents.
- 1.4 Whilst not a formal requirement, for ease of reference, our LDS also includes information about the main supporting and procedural documents that do or will accompany the Council's main DPD's.
- 1.5 Copies are available at the Council's Offices in Haywards Heath and on request. The Local Development Scheme is also available on the Council's website ([www.midsussex.gov.uk/lds](http://www.midsussex.gov.uk/lds)).

## **2.0 Development Plan Documents**

- 2.1 Development Plan Documents (DPDs) are planning strategies that contain policies for the use, protection and/ or development of land, usually including the allocation of land for development. DPD's must be in general conformity with government guidance, in particular the National Planning Policy Framework.
  - Local Plans – these are compulsory and the preparation of a local plan is a statutory requirement. They usually cover a single council area, but can be for more than once council area where joint plans are prepared.

A Local Plan may be a single document or a suite of documents, which can cover specific policy matters or specific geographical areas. In areas that have County and District Councils, the County Council has the responsibility for producing Minerals and Waste Local Plans.
  - Neighbourhood Plans – these are not compulsory. However, when duly prepared they are a statutory document that forms part of the development plan. In parished areas such as ours, these are prepared by a town or

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<sup>1</sup> Public consultation will continue to be advertised and stakeholders notified when important documents are published for public consultation, in accordance with our published Statement of Community Involvement which is available here: <https://www.midsussex.gov.uk/planning-building/consultation-monitoring/>

parish council or councils. They must be in general conformity with the strategic policies of the local plan and are prepared in a timescale that is set by the parish councils, not Mid Sussex District Council.

### **3.0 The Mid Sussex District Statutory Development Plan**

3.1 The statutory Development Plan forms the basis for determining planning applications by Mid Sussex District Council.

3.2 On publication of this LDS in June 2019, the Development Plan for Mid Sussex District Council will comprise of the following documents:

- Mid Sussex District Plan 2014 – 2031 (March 2018)
- Saved policies of the Mid Sussex Local Plan (May 2004)<sup>2</sup>
- Mid Sussex Small Scale Housing Allocations DPD (April 2008)
- West Sussex Joint Minerals Local Plan (2018)
- West Sussex Waste Local Plan (2014)
- In addition, there are 16 ‘made’ (adopted) Neighbourhood Plans:
  - Albourne Neighbourhood Plan
  - Ansty and Staplefield Neighbourhood Plan
  - Ardingly Neighbourhood Plan
  - Ashurst Wood Neighbourhood Plan
  - Balcombe Neighbourhood Plan
  - Bolney Neighbourhood Plan
  - Burgess Hill Neighbourhood Plan
  - Cuckfield Neighbourhood Plan
  - Crawley Down Neighbourhood Plan
  - East Grinstead Neighbourhood Plan
  - Haywards Heath Neighbourhood Plan
  - Hurstpierpoint and Sayers Common Neighbourhood Plan
  - Lindfield and Lindfield Rural Neighbourhood Plan
  - Turners Hill Neighbourhood Plan
  - Twineham Neighbourhood Plan
  - West Hoathly Neighbourhood Plan
  - Worth – Crawley Down Neighbourhood Plan
- And any other subsequently ‘made’ (adopted) Neighbourhood Plans.

3.3 A number of Supplementary Planning Documents (SPD’s) and other documents also support the Development Plan, and are material considerations in the determination of planning applications.

3.4 Supplementary Planning Documents (SPD) complement or expand upon local plan policies, for example describing in more detail how an allocated site should be developed. An SPD cannot allocate new sites for development nor

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<sup>2</sup> The saved Mid Sussex Local Plan 2004 policies are listed in Appendix C in the Mid Sussex District Plan 2014 – 2031 adopted March 2018.

contain new policies for the use of development of land, and they must not conflict with the adopted Development Plan.

3.5 The following supporting documents have been adopted:

- Statement of Community Involvement – adopted March 2019
- Development Infrastructure and Contributions SPD – adopted July 2018
- Development Viability SPD – adopted July 2018
- Affordable Housing SPD – adopted July 2018
- Hassocks Station Goods Yard – Development Brief (SPD) adopted November 2011
- Shopfront Design Guide – adopted April 2005.

3.6 The emerging Site Allocations DPD is informed by a range of technical evidence base studies available to download from our website (<https://www.midsussex.gov.uk/planning-building/development-plan-documents/>). Two key parts of the evidence are:

- the **Infrastructure Delivery Plan** prepared alongside the Site Allocations DPD to identify essential supporting infrastructure and services, how they will be delivered and by whom, and
- the **Sustainability Appraisal Report** prepared alongside the Site Allocations DPD to show how the sustainability assessment assessed options to inform the development of the Site Allocations DPD policies and site allocations. This is to ensure the plan reflects a balance of sustainable development objectives (social, environmental and economic factors).

#### **4.0 Timetable for the Mid Sussex Site Allocations DPD**

4.1 The Mid Sussex District Plan 2014 – 2031 was adopted in March 2018. This document will be complemented by a Site Allocations DPD, which will allocate sites for residential or other uses, to meet the housing and employment needs identified in the District Plan and to plan for social and community infrastructure.

4.2 Table 1 sets out the content, coverage and timetable for the key stages of preparing the Site Allocations DPD. Table 2 sets out a more comprehensive timetable for the preparation of the DPD.

**Table 1: Site Allocations DPD content, coverage and key stages**

<b>Mid Sussex Site Allocations Development Plan Document</b>	
<b>Role and Subject</b> – To allocate non-strategic and strategic sites of any size over 5 dwellings (with no upper limit) to meet the residual housing requirement over the rest of the plan period to meet the full plan requirement (inclusive of the uplift to 1,090 dpa from 2024/25 onwards) to allocate additional employment sites and to maintain a five year land supply	
<b>Coverage</b> – District Wide (excluding area of district within South Downs National Park)	
<b>Conformity</b> – National Planning Policy Framework/ District Plan 2014 – 2031	
<b>Replaces</b> – Mid Sussex Small Scale Housing Allocations DPD (April 2008)	
<b>Timetable – Key Stages</b>	
Public Consultation on Preferred Approach (Regulation 18)	Autumn 2019
Statutory Public Consultation prior to Submission (Regulation 19)	Spring 2020
Submission to Secretary of State	Summer 2020
Examination	Winter 2020
Estimated date for Adoption for final publication	Summer 2021

**Table 2: Production timetable for Mid Sussex Site Allocations DPD**

	2018							2019							2020							2021																														
	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	J	F	M	A	M	J															
Site Allocations DPD (June 2019 LDS)																																																				

<b>Key</b>	
Preparation, analysis and/ or plan development	
Cabinet, Cabinet Member or Full Council review and decision	C
Public Consultation on ‘Preferred Options’ draft plan (Regulation 18)	P
Public Consultation prior to plan submission for examination (Regulation 19)	P
Submit plan and supporting documents to the Secretary of State for independent examination (Regulation 22)	S
Examination of the plan by an independent Planning Inspector	E
Receipt of Inspector’s Report	R
Formal Adoption and publication of the Plan	A

## **5.0 Future Development Plan Documents**

- 5.1 The Mid Sussex District Plan 2014 – 2031 also includes a commitment (Development Policy 5: Planning to Meet Future Housing Need) to undertake a review of the District Plan commencing in 2021, with submission to the Secretary of State in 2023. This is to ensure future-housing need across the wider sub-region is planned for appropriately, prioritising the Northern West Sussex Housing Market Area as this is established as the primary Housing Market Area for this district.
- 5.2 The timetable for the District Plan review that will commence in 2021 will be included in a future update to the Local Development Scheme.
- 5.3 The Council is giving consideration to progressing work on a Community Infrastructure Levy Charging Schedule, which would set out the charging rates for new developments in Mid Sussex District. The timetable for the Council's approach to CIL will be set out in a future update of the LDS.
- 5.4 The Council is committed to ensure the needs for Gypsies, Travellers and Travelling Showpeople are planned for appropriately in accordance with Development Policy 33: Gypsies, Travellers and Travelling Showpeople. A Traveller Sites Allocations DPD may be required to support the identified needs during the plan period. The need for this DPD will be reviewed in due course.
- 5.5 South Downs National Park Authority are progressing a Local Plan for the whole of the National Park that is anticipated to be adopted later in 2019. Once adopted, the policies will apply to the area within Mid Sussex District that falls within the park area. Until the South Downs Local Plan is adopted, the policies in the Mid Sussex Local Plan 2004 will continue to apply to development proposals in the part of Mid Sussex District that is within the South Down National Park.
- 5.6 In addition, there are four neighbourhood plans in preparation for the following parishes: Hassocks, Horsted Keynes, Slaugham, Worth (Cophorne). These neighbourhood plans will become part of the Development Plan for Mid Sussex once successfully 'made' (adopted). The Council will work with these Parish Councils to progress the preparation and examination of these Plans.

## **6.0 Future Supporting Documents**

- 6.1 The Council will also prepare a number of documents that will support the Development Plan.
- 6.2 The Council has an adopted Shopfront Design Supplementary Planning Document (SPD)(2005), which will be updated and refreshed in 2019.
- 6.3 The Council is preparing a Design Guide to provide practical, clear and coherent design guidance based on best practice urban design values and urban design principles for the district. The guide will help to ensure that we



attain high quality and inclusive design for all development, including individual building's, public and private spaces. It is anticipated that the Design Guide will be adopted as SPD by the end of 2019.

- 6.4 The Town and Country Planning (Brownfield Land Register) Regulations 2017 and the Town and Country Planning (Permission in Principle) Order 2017 require local authorities to prepare and maintain registers of brownfield land that is suitable for residential development. The Council's Brownfield Land Register is available to view on the Council's website:  
<https://www.midsussex.gov.uk/planning-building/evidence-supporting-documents/>.
- 6.5 There are 36 designated Conservation Areas in Mid Sussex District. Five Conservation Area Appraisals have been prepared. The Council has a programme to review the remaining Conservation Area Appraisals on an ongoing basis and the District Council will continue to work with Parish Council's to oversee preparation of the Conservation Area Appraisals. East Grinstead and Lindfield Conservation Area Appraisals have been identified as the first to be updated and these are expected to be published for consultation later in 2019.
- 6.6 Historic England has produced guidance for local planning authorities on preparing a Local Heritage List. National Planning Policy requires that the significance of development proposals on non-designated heritage assets (i.e. those which are not formally listed) should be taken into account in determining planning applications. The Council will work with relevant stakeholders to prepare a local list of heritage buildings.
- 6.7 The Council intends to produce town centre masterplans to guide development in Haywards Heath and East Grinstead, working with the respective Town Councils. It is anticipated that the Haywards Heath Masterplan will be adopted as a SPD by the end of 2019/20.
- 6.8 The District Plan identifies that a Science and Technology Park will be developed to the west of Burgess Hill. The Council will prepare a masterplan for the Science and Technology Park to support and inform the delivery of the site.
- 6.9 The District Council, along with the 14 other local authorities, is working in partnership with the High Weald Area of Outstanding Natural Beauty (AONB) Joint Advisory Committee to prepare a High Weald Design Guide for new housing development. Consultation on the draft Design Guide is anticipated in the summer 2019 and a revised version will be presented to the Joint Advisory Committee later in 2019. It is intended that the Design Guide will be adopted by the local authorities as a SPD or a material consideration to be used in the determination of planning applications within the High Weald AONB.