

# Crawley Borough Council



## Report to Cabinet 4 October 2017

### Local Development Scheme

Report of the Head of Strategic Housing and Planning - **SHAPS/59**

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#### **1. Purpose**

- 1.1 The Local Development Scheme outlines the number and scope of the planning documents the Council intends to bring forward and sets the programme for how these will be progressed over the forthcoming three years. The Council is required<sup>1</sup> to prepare and maintain a Local Development Scheme (LDS).
- 1.2 The LDS covers the period June 2017 to December 2020, and demonstrates that the Council can ensure there is an up-to-date Local Plan in place five years from the adoption of the Crawley Borough Local Plan 2015 – 2030 in December 2015. It updates and replaces the existing LDS (2015 – 2018) which was approved by Cabinet on 2 December 2015.

#### **2. Recommendations**

- 2.1 To the Cabinet

The Cabinet is recommended to:

Approve the adoption of the revised Crawley Borough Council Local Development Scheme 2017 – 2020, as set out in Appendix A, to take effect from 5 October 2017.

#### **3. Reasons for the Recommendations**

- 3.1 Planning legislation requires the Council to prepare and maintain a Local Development Scheme (LDS), setting out the statutory planning documents it intends to produce to cover its area. The Council's current LDS covers the period July 2015 – June 2018 and is in need of updating.

#### **4. Background**

- 4.1 The current LDS was adopted by Cabinet in December 2015. The current LDS took the Crawley Borough Local Plan 2015 – 2030 to adoption and set the timetable for the preparation of the Local Plan's supporting Supplementary Planning Documents.
- 4.2 In accordance with the current LDS, the Crawley Borough Local Plan was adopted by Full Council on 16 December 2015. The Local Plan covers the period 2015 – 2030 and provides the Council's full planning policies for the purposes of development management decisions. In addition, the current LDS included a programme of Supplementary Planning Documents (SPDs) to be brought forward to support the spatial and policy objectives of the Local Plan. The SPDs identified to be produced were:

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<sup>1</sup> Under Section 15 of the Planning and Compulsory Purchase Act 2004 as amended by Section 111 of the Localism Act 2011

- Affordable Housing SPD
  - Planning and Climate Change SPD
  - Urban Design SPD
  - Green Infrastructure SPD
  - Town Centre SPD
  - Development of Gatwick Airport SPD.
- 4.3 Significant progress has been made on preparing and adopting these SPDs, with four SPDs (Planning and Climate Change; Urban Design; Green Infrastructure; and Town Centre) being adopted in October 2016. These now form material planning considerations for planning applications. The Affordable Housing SPD has been subject to public consultation in June – July 2017, and is anticipated for adoption in November 2017. The Gatwick Airport SPD has to be linked to Gatwick Airport Limited's updating of the Airport Masterplan which is anticipated during 2018/19.

## **5. Description of Issue to be resolved**

- 5.1 Since the adoption of the Local Plan, central government initiatives have introduced changes to national legislation, policy and requirements. In particular, the Housing White Paper establishes the principle that Local Plans will be required to be reviewed at least every five years. This is to be formally introduced through changes to Regulations.
- 5.2 In order to adequately take account of the national position alongside the local evidence, a review of the Local Plan will be undertaken to determine the extent of the Local Plan Review necessary to maintain an up-to-date Plan. The review will consider how far the implications of any policy changes or emerging new evidence extend across the Plan policies or into the heart of the Plan strategy.

## **6. Information & Analysis Supporting Recommendation**

- 6.1 In programming the review of the Local Plan, the LDS can be broken into three distinct parts:
- **Year 1 (2017/2018):** monitoring;
  - **Year 2 (2018/2019):** evidence gathering, issues, options, and preferred approach;
  - **Year 3 (2019/2020):** submission, examination and adoption.
- 6.2 At each stage a decision will be made as to whether it is necessary to continue to the next stage or whether it can be reasonably concluded and justified that the Crawley Borough Local Plan 2015 – 2030 remains up-to-date and does not need a full or partial revision. The Authority's Monitoring Report (AMR) will publish the reasons for whether or not revisions are considered necessary, and the LDS will be updated accordingly to project the agreed approach forward.
- 6.3 The draft LDS (2017 – 2020) is attached as Appendix A.
- 6.4 The areas/policies likely to be subject to further evidence and scrutiny, triggering the potential for their review, include:
- Policy H1: Housing Requirements
  - Policy H2: Key Housing Sites
  - Policy H3: Housing Mix
  - Policy H4: Affordable and Low Cost Housing
  - Policies EC1 – EC3: Economic Growth and Main Employment Areas
  - Policies GAT1 – GAT4: Gatwick Airport.
- 6.5 In addition to the review of the Local Plan, the new LDS covers the Council's commitment to producing and maintaining a Brownfield Land Register, a requirement introduced by the Housing and Planning Act 2016.

## **7. Implications**

- 7.1 Crawley Borough Council is required by law (under Section 15 of the Planning and Compulsory Purchase Act 2004, as amended by Section 111 of the Localism Act 2011) to prepare and maintain a Local Development Scheme, and it is necessary for the Local Plan to be prepared in conformity with the Council's adopted LDS. Not adopting an up-to-date Local Development Scheme would place the Council in breach of one of its statutory functions.
- 7.2 The LDS sets the policy-related work programme for the Forward Planning team over the coming three-year period. This is a legal requirement and sets out how resources will be prioritised to meet the wider expectations and requirements for the Council's policy planning service. Without a comprehensive and up-to-date LDS, the priorities for the Council in the delivery of planning documents would be unclear.
- 7.3 Whilst there is a legislative requirement for Local Planning Authorities to maintain and publish an up-to-date LDS, it is not a document which is subject to public consultation.
- 7.4 There are no financial implications associated with the adoption of the LDS outside of the provision made within existing budgets.
- 7.5 The legal implications are addressed in the report.

## **8. Background Papers**

Crawley Borough Council's Local Development Framework Local Development Scheme 2015 – 2018 (December 2015)  
Crawley 2030: Crawley Borough Local Plan 2015 – 2030 (Modifications Consultation Draft, June 2015)  
Crawley Borough Council Local Development Framework Authority's Monitoring Report 1 April 2012 – 31 March 2013

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# Crawley Borough Council's Local Development Scheme 2017 – 2020





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## Executive Summary

Crawley's Local Development Scheme (LDS) covers the period June 2017 to December 2020, providing a structure for the commencement of a review of the adopted Crawley Borough Local Plan and updating the programme to show the preparation of the remaining Supplementary Planning Documents, Development Briefs and other planning documents.

In accordance with the previous LDS<sup>1</sup>, the Crawley Borough Local Plan was adopted by Full Council on 16 December 2015. It covers the period 2015 – 2030 and provides the borough's full planning policies for the purpose of development management decisions.

However, since its adoption, central government initiatives have introduced changes to national legislation, policy and requirements. In particular, the Housing White Paper establishes the principle that Local Plans will be required to be reviewed at least every five years. This is to be formally introduced through changes to Regulations. In order to adequately take account of the national position alongside the local evidence, a review of the Local Plan will be undertaken to determine the extent of the Local Plan Review necessary to maintain an up-to-date Plan. The review will consider how far the implications of any policy changes or emerging new evidence extend across the Plan policies or into the heart of the Plan strategy.

The previous LDS included a programme of Supplementary Planning Documents (SPDs) to be brought forward to support the spatial and policy objectives of the Local Plan. The SPDs identified to be produced were:

- Affordable Housing SPD
- Planning and Climate Change SPD
- Urban Design SPD
- Green Infrastructure SPD
- Town Centre SPD
- Development of Gatwick Airport SPD (linked to Gatwick Airport Limited's updating of the Airport Masterplan).

Significant progress has been made on preparing and adopting these SPDs, with four SPDs (Planning and Climate Change; Urban Design; Green Infrastructure; and Town Centre) being adopted as material planning considerations in October 2016. The Affordable Housing SPD has been subject to public consultation in June – July 2017, and is anticipated for adoption in October 2017.

The other main document the council was committed to preparing in the previous LDS was the Community Infrastructure Levy (CIL) Charging Schedule and associated CIL Infrastructure List (Regulation 123 List). These were adopted by Full Council on 20 July 2016, and implemented from 17 August 2016. New supporting guidance relating to S106 agreements has been published alongside the implementation of CIL.

The Authority's Monitoring Report (AMR) will be published at least annually to show implementation of the Local Plan's strategy and the success of the policies set out within the Plan. It will monitor the progress towards the preparation and adoption of the remaining SPDs and any other planning documents, and will contain the report of the financial year's CIL receipts and expenditure (published in accordance with Regulation 62(4) of The Community Infrastructure Levy Regulations, as amended). The council's actions in meeting the Duty to Cooperate over the reporting period will

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<sup>1</sup> Crawley Borough Council's Local Development Scheme 2015 – 2018 (December 2015) CBC



be detailed in the AMR, along with any details relating to neighbourhood planning should this be progressed within Crawley borough.

The LDS also outlines the existing plans and documents that will continue to be employed until they are replaced or deemed redundant.

## 1. Introduction

- 1.1 The Local Development Scheme (LDS) outlines the number and scope of the Local Development Documents the council intends to bring forward and sets the programme for how these will be progressed over the forthcoming years.
- 1.2 Document profiles for each of the planning policy documents are included in this LDS and outline a brief description of the document, its status, the matters it will address and the milestones that the document will be produced against.

### Local Development Scheme 2015 – 2018: Adopted Documents

- 1.3 The Crawley Borough Local Plan (Crawley 2030) was adopted by Full Council adoption in December 2015.
- 1.4 The Community Infrastructure Levy Charging Schedule was adopted by Full Council in July 2016, with implementation commencing in August 2016.
- 1.5 The following SPDs, prepared to support specific policies in the new Crawley Borough Local Plan, were adopted by Cabinet on 5 October 2016:
  - Planning and Climate Change
  - Green Infrastructure
  - Town Centre
  - Urban Design
- 1.6 The Tinsley Lane Development Brief was adopted on 4 April 2017, and two Conservation Area Statements were adopted: Ifield Village Conservation Area Statement (February 2017) and Dyers Almshouses Conservation Area Statement (March 2017)

### Implications of Gatwick Airport

- 1.6 The Local Plan was prepared and adopted on the basis of supporting the growth of Gatwick Airport to a throughput of 45 million passengers per annum within its current configuration of a single runway and two terminals. It does, however, indicate that a review is likely to be needed once a government decision on the location of a new runway in the south east is determined.
- 1.7 The government's draft Airports National Policy Statement<sup>2</sup> follows the Airport Commission's recommendation<sup>3</sup> for a new runway to be located at Heathrow. However, land to the south of Gatwick Airport, which may be needed for airport development in the future is required to be safeguarded against incompatible development, unless the government's position on this changes in the Aviation Strategy which is anticipated to be published in 2017.
- 1.8 If the government's decisions follow the draft NPS guidance to expand Heathrow, and if safeguarding is maintained at Gatwick in the Aviation Strategy, there will not be an immediate need to review the Local Plan as it is based on a single runway airport with safeguarding in place. Growth of passenger numbers within this configuration may require some specific policy review within the overall LDS programme. Any significantly different government decisions which impact more on planning for the future of Crawley may require a review of this LDS.

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<sup>2</sup> Draft Airports National Policy Statement (2 February 2017) Department for Transport

<sup>3</sup> Airports Commission: Final Report (1 July 2015) Airports Commission

## 2. The Local Plan

- 2.1 The Neighbourhood Planning Act 2017 clarifies that each local planning authority must identify the strategic priorities for the development and use of land in the authority's area. Policies to address these priorities must be set out in the authority's development plan documents.
- 2.2 For Crawley, this could be in the form of a single Local Plan or Joint Plan with neighbouring authorities, or a suite of documents which together, taken as a whole, cover the policies to address the strategic priorities. This should include the planning policies needed to contribute to the achievement of sustainable development, the allocation of land to deliver the area's housing requirement along with other types of development and/or land uses.
- 2.3 Development Management and site allocation policies to guide the determination of applications for planning permission can be included within the same Plan or within a separate focused development plan document.
- 2.4 The Crawley Borough Local Plan was adopted by resolution of Full Council in December 2015, following the receipt of the independent Planning Inspector's final report, which concluded that the Plan was legally compliant and 'sound'.
- 2.5 The adopted Local Plan provides the council with the planning policy framework to determine planning applications against over the Plan period 2015 – 2030. It sets the housing delivery target to enable the monitoring of the borough's five-year land supply and allocates a number of sites for development to meet the needs of the borough over the Plan period and designates other sites for protection.
- 2.6 Through the Housing White Paper, the government has indicated its intention to set out in Regulations a requirement for local planning authorities to review their local development documents at least every five years. This will introduce the need for the council to consider whether to revise the document following each review. Where it is determined not to revise the document, reasons for considering that no revisions are necessary must be published.

### **Joint Plan:**

- 2.7 A Joint Plan may be considered following ongoing joint working with the adjoining authorities, particularly those within the Northern West Sussex Housing Market Area; West Sussex county; and/or the Gatwick Diamond.
- 2.8 Two Strategic Statements are relevant to Crawley borough:
  - The Gatwick Diamond Local Strategic Statement has recently undergone a refresh.
  - The West Sussex and Greater Brighton Local Strategic Statement; this was updated in January 2016. Crawley Borough Council joined the Strategic Planning Board in April 2017 with observer status.
- 2.9 Options beyond this may include: a non-statutory, overarching strategic statement; Joint Area Action Plans; or a Strategic Development Plan Document.
- 2.10 Work to establish the most appropriate approach is expected to coincide with joint working with Horsham District Council (HDC) in response to their Inspector's Report for the Horsham District Planning Framework (HDPF) Review and as part of the Mid Sussex District Plan examination and review, in addition to their Site Allocations Development Plan Document. Interim updates to this LDS will reflect any programmes and timetables as they are agreed.

- 2.11 Where the government believes a Joint Plan would facilitate the more effective planning of development and use of land in the area of one or more local authority, the Secretary of State can direct two or more local planning authorities to prepare a joint development plan document.

**Local Plan Review:**

- 2.12 Notwithstanding the outcomes of joint strategic working, an assessment into whether the Local Plan remains up-to-date or requires a partial or full formal Review will be undertaken in accordance with government guidance. This LDS sets the timetable for the process under which a full Local Plan Review would take place. This shows that the review can take place and ensure there is an up-to-date Plan in place five years from the adoption of the Crawley Borough Local Plan 2015 – 2030 (December 2015).
- 2.13 The LDS can be broken into three distinct parts:
- **Year 1 (2017/2018):** monitoring;
  - **Year 2 (2018/2019):** evidence gathering, issues, options, and preferred approach;
  - **Year 3 (2019/2020):** submission, examination and adoption.
- 2.14 At each stage a decision will be made as to whether it is necessary to continue to the next stage or whether it can be reasonably concluded and justified that the Crawley Borough Local Plan 2015 – 2030 remains up-to-date and does not need a full or partial revision. The Authority's Monitoring Report (AMR) will publish the reasons for whether or not revisions are considered necessary, and the LDS will be updated accordingly to project the agreed approach forward.
- 2.15 The areas likely to be subject to further evidence and scrutiny include:
- Policy H1: Housing Requirements
  - Policy H2: Key Housing Sites
  - Policy H4: Affordable and Low Cost Housing
  - Policies EC1 – EC3: Economic Growth and Main Employment Areas
  - Policies GAT1, GAT2 and GAT4: Gatwick Airport.
- 2.16 There may be consequential changes required to other policies and supporting text within the Plan due to the impacts of the revised evidence and implications from amended Policies.
- 2.17 In addition, other changes to national policy may need to be reflected in amended local policy wording. The extent of these changes will be considered as the process of the review takes place and the scope of the review will be assessed accordingly.
- 2.18 Conversely, in assessing the relevance of the existing adopted Crawley Borough Local Plan policies, where these remain in conformity with national policy and local evidence they will be considered to retain full weight.

Policy H1: Housing Requirements

- 2.19 A new standard methodology is to be consulted on during 2017, following the publication of the Housing White Paper. The Housing White Paper advocates that, by April 2018, the new standard methodology for calculating the objectively assessed requirement would apply as the baseline for assessing housing need. The updated objectively assessed housing need will form the basis on which to assess how much of that need can be accommodated within Crawley's administrative boundaries and how much will need to be addressed through meeting the Duty to Cooperate. This area of work will also include the consideration of preparation of a Joint Plan.

- 2.20 Detailed evidence relating to housing needs for older people and disabled people, along with opportunities for custom build and self-build housing, will be required in response to the increased government expectations for planning policy to address the needs of these groups. This may have implications for other policies in the Local Plan, including Policy CH5: Standards for All New Dwellings (including conversions); Policy H3: Future Housing Mix; Policy H4: Affordable and Low Cost Housing; and IN1: Infrastructure Provision.

Policy H2: Key Housing Sites

- 2.21 Through an updated Strategic Housing Land Availability Assessment any potential additional sites for allocation within the Local Plan, including those to be granted Permission in Principle through the Plan, will be assessed. This work will include a further Call for Sites with a focus on small sites and brownfield sites. An updated Open Space, Recreation and Sports Study and Biodiversity study will also be undertaken to ensure the council takes an “every stone unturned” approach to addressing housing needs, and the protection of sites is robust and justified.
- 2.22 A review of the Housing Trajectory and monitoring of previous delivery will be assessed and those allocated sites which have not yet come forward reviewed to understand why not, and highlight whether any interventions would be necessary.

Policy H4: Affordable and Low Cost Housing

- 2.23 The review of this Policy relates to the changes in definition of Affordable Housing national policy. In particular, understanding the implications of discount market sales housing, starter homes and affordable private rent housing.
- 2.24 In addition, the wider expectations on meeting the broader spectrum of housing needs, including custom build and self-build housing and build to rent, will potentially offer new challenges to be considered within the policies of the local plan review.
- 2.25 Changes to this Policy may have impacts on the other housing Policies, particularly Policy H1: Housing Provision and Policy H3: Housing Mix. It may also have viability implications which could affect other Policies in the Plan where these were included in the Whole Plan, Affordable Housing and CIL Viability Study.

Policies EC1-3

- 2.26 In order to maintain a comparable baseline position, as part of the Objectively Assessed Housing and Economic Needs Assessment, updates to the Economic Growth Assessment will need to be undertaken. Alongside this, a focused study looking into opportunities for planning tools for Manor Royal is to be undertaken. Maintenance of the Employment Land Trajectory will evidence the employment land position of the borough. The outcomes of these may lead to a review of the Local Plan’s Economic Growth policies.

Policies GAT1, GAT2 and GAT4

- 2.27 The government decision on runway expansion in the south east of England; a decision on safeguarding land at Gatwick; and the Gatwick Masterplan review may lead to a review of the Local Plan Gatwick Airport policies.

**Technical Evidence Documents:**

- 2.28 A substantial evidence base was prepared to inform the Local Plan. The Crawley 2030 Key Documents and Evidence Base library forms the most up-to-date technical position to support and explain the Vision, Strategy and Policies within the Plan.

- 2.29 Many of the key evidence documents were undertaken on a strategic scale, commissioned jointly with the other two authorities which form the northern West Sussex Housing Market Area (Horsham and Mid Sussex District Councils) and with the county council. Therefore, it will be necessary to undertake further technical evidence, working with the adjoining authorities, in relation to infrastructure and environment constraints to consider further the possibility of urban extensions and unlocking additional strategic housing sites in the wider Housing Market Area as a whole. Policy H1 of the Crawley Borough Local Plan establishes this commitment for the council.
- 2.30 Joint working is now a known priority. The HDPF Inspector’s Final Report (dated 8 October 2015) commits HDC to working with Crawley Borough Council and Mid Sussex District Council to, at least, meet the needs of the housing market area within the housing market area, as part of its early review which has to commence within three years of the adoption of the HDPF (by the end of 2018). Joint working is also necessary in relation to the Mid Sussex District Plan, currently at examination and as part of their commitment to commence work on a Site Allocations Development Plan Document in 2018.
- 2.31 Updates to the technical evidence base will be necessary in due course, particularly in relation to housing numbers in light of the government’s proposed standard methodology; economic growth; and land availability. A full assessment of each piece of evidence will be initially undertaken which will determine whether the existing evidence:
- remains relevant and up-to-date;
  - requires in-house updating and refreshing; or
  - needs technical expertise commissioned from external sources either as a full or partial update.
- The following evidence documents are those which have initially been identified as needed to support the review of the Local Plan, as set out in paragraphs 2.12 – 2.27 above.

Evidence	Current Status	Type of Update
Updated Housing Need: Crawley’s Objectively Assessed Housing Need	Consultant Report (2015)	Standardised Methodology – likely to be commissioned
Strategic Housing Land Availability Assessment & Call for Sites	SHLAA (2015) Housing Trajectory March (2016)	In-House
Strategic Housing Market Area Housing and Infrastructure Study	At Crawley Study (2009) New Market Town Study (2010) SHLAA Appendix K (2015)	Joint Working
Economic Growth Assessment and Employment Land Review:	Consultant Report (2015)	Approach to be considered
Employment Land Trajectory	Employment Land Trajectory (2015)	In-House
Manor Royal Economic Impact Study		Underway
Open Space, Sport and Recreation Study	Consultant Report (2013)	To Be Commissioned
Biodiversity/Ecology	Review of CBC’s Sites of Nature Conservation	Approach to be considered

Evidence	Current Status	Type of Update
	Importance Management Plans (2010)	
Habitats Regulations Assessment	Submission Local Plan Habitat Regulations Screening Report (2013)	Approach to be considered taking account of the Wealden legal challenge implications
Brownfield Land Register (see Chapter 6 below)		In-House
Self-Build and Custom Build Register		In-House
Older People and Disabled People Housing Needs Assessment	CBC Written Statement Older People's Homes 24.4.15 (2015)	Approach to be Considered
Starter Homes Needs Assessment	Consultant Report (2016)	Approach to be Considered
Housing Mix Study	Consultant Report (2016)	Approach to be Considered
Transport Assessment	Consultant Report (2014)	To Be Commissioned
Heritage Update	Consultant Report (2010)	Approach to be Considered
Viability Assessment	Consultant Report (2015)	To Be Commissioned
Gatwick Masterplan	Gatwick Airport Limited (2012)	GAL: Launch Spring 2018; Publish Late 2018

**The Sustainability Appraisal:**

- 2.32 An integral part of producing a Local Plan is the Sustainability Appraisal (SA). The SA is produced in tandem with the Local Plan and ensures that the Local Plan adopts, as far as possible, the most sustainable options in an environmental, economic and social context having being assessed against all other realistic options and alternatives.
- 2.33 For the review of the Local Plan it will be necessary to revisit the existing SA in relation to the Policies subject to review, assess any implications caused by consequential amendments on associated Policies as well as the overall Plan strategy and assess the options and impacts of any new site allocations for development.
- 2.34 The SA is an overarching document and in most cases will apply to the subordinate documents, such as the SPDs and Development Briefs. However, for any emerging documents, including neighbourhood plans, an assessment will be carried out to ensure the requirements of the SEA Regulations have been met.

**The Local Plan Map:**

- 2.35 The council's Local Plan Map is a local development document and indicates spatially local, national and international designations, the allocation of land for particular land uses and areas to which specific planning policies apply. The

Local Plan Map is always brought forward in conjunction with the production of other local development documents; therefore, a specific document profile is not included for the Local Plan Map.

- 2.36 The Local Plan Map will be updated to reflect new site allocations, designation and boundary changes. This will primarily be created by the adoption of new Local Plan Documents (including the West Sussex Minerals and Waste Plans), but may also be caused by new environmental data such as the SSSIs, Sites of Nature Conservation Importance and Ancient Woodland.
- 2.37 The New West Sussex Minerals Local Plan is in the process of being prepared. It will outline the plans for mineral provision in West Sussex until 2033. A formal, statutory stage of consultation prior to the submission of the Plan for independent examination has been undertaken. Following its examination and adoption, it will be necessary for the Crawley Borough Local Plan Map to be updated to reflect the designations and constraints established within the Minerals Plan. This is anticipated to include the safeguarded mineral deposits (excluded from the urban area) and the safeguarded mineral infrastructure and buffer zone (Crawley Goods Yard Railhead).

<b>West Sussex Minerals Local Plan published<sup>4</sup> anticipated timetable</b>	
<b>Key Stage/Milestone</b>	<b>Date</b>
Proposed Submission Draft Consultation (Regulation 19)	16 January 2017 – 13 March 2017
Submission	April – May 2017
Examination	July – October 2017
Adoption	May 2018

- 2.38 It is expected the Local Plan Map will need to be updated in light of the Crawley Borough Local Plan Review, to reflect any new site allocations or designations created as a consequence of updated evidence.

**Local Plan Review and the Authority’s Monitoring Report:**

- 2.39 The council’s Monitoring and Implementation Framework establishes the process for monitoring the successful implementation of the strategy and planning policies set out in the Crawley Borough Local Plan 2015 – 2030. If monitoring indicates that the Local Plan is not being implemented or circumstances change or new planning policy guidance emerges, the Local Plan may be reviewed.
- 2.40 In particular, some of the Policies in the Plan are identified as forming a more critical element of meeting the council’s overall vision for the future growth of the borough; these are:
- The delivery of net housing against the annualised average housing number and the total since the adoption of Policy H1;
  - The delivery of net affordable housing against the annualised average affordable housing requirement and the total since the adoption of Policy H4;

<sup>4</sup> West Sussex Minerals and Waste Development Scheme 2017-2020 (January 2017) WSCC



- The provision and delivery of total employment floorspace against the Economic Growth objectively assessed need since the adoption of Policy EC1; and
  - The delivery of the Town Centre Opportunity sites allocated in Policy EC6.
- 2.41 The Monitoring and Implementation Framework sets out a number of potential intervention measures where the Policies are failing to deliver the anticipated outcomes. However, persistent under-delivery will trigger the scoping of a review to the Local Plan. For the remaining policies, poor performance will trigger a review of the Policy concerned to establish the cause and identify the appropriate measures to rectify the situation.
- 2.42 The Authority’s Monitoring Report will be published at least annually, with updates provided where further information is available sooner. This report will contain the following information:
- Progress on the preparation of Local Plans or Supplementary Planning Documents (SPD) specified in the council’s Local Development Scheme (LDS);
  - Details of any policies in the Local Plan which are not being implemented;
  - The delivery of net housing against the annualised average housing number and the total since the adoption of the Policy;
  - The delivery of net affordable housing against the annualised average affordable housing requirement and the total since the adoption of the Policy;
  - Details of any Neighbourhood Plans being progressed within the area;
  - Reporting on the implementation of the Community Infrastructure Levy, where the Charging Schedule is in place;
  - Actions undertaken to meet the Duty to Cooperate.

<b>DOCUMENT DETAILS</b>	
Title:	<b>Crawley Borough Local Plan Review (2020)</b>
Role/Subject:	<p>The review of the Local Plan will assess the extent to which the Local Plan policies remain up-to-date in light of new evidence (including the standard methodology for establishing objectively assessed housing need) and changing government legislation and policy.</p> <p>The Issues and Options stages, Sustainability Appraisal and evidence base will indicate the extent to which this forms a full Local Plan Review and which policies retain full weight and can be ‘saved’.</p>
Justification:	<p>The planning system is plan-led; and planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. Each local planning authority should produce a Local Plan for its area.</p> <p>Crawley Borough Council adopted the Local Plan in December 2015. This forms the council’s up-to-date, ‘sound’ Local Plan for the purposes of Development Management decisions.</p>

	The Housing White Paper confirms the government's intentions to require, through changes to Regulations, that Local Plans are reviewed at least every five years in order to maintain an up-to-date plan.
Area Coverage:	Crawley Borough
Document Status:	Development Plan Document
Chain of Conformity:	General conformity with National Legislation, Regulations, and Policy Guidance including the National Planning Policy Framework.
<b>PLANNED TIMETABLE</b>	
Total Production Period:	August 2017 – August 2020
Date for Non Statutory Consultation (Regulation 18):	<ul style="list-style-type: none"> <li>• Early engagement: January 2018 – April 2018;</li> <li>• Consultation on the council's preferred Review Policies and revised Local Plan document: September – December 2018.</li> </ul>
Date for proposed submission period for representations (Regulation 19):	May – July 2019
Date for Submission:	August 2019
Date for start of hearing sessions:	December 2019
Date of receipt of Inspector's Report:	March 2020
Target Date for Adoption and Publication:	<ul style="list-style-type: none"> <li>• Cabinet &amp; Full Council: July 2020</li> <li>• Adoption: August 2020</li> </ul>
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisation	Forward Planning, Strategic Housing & Planning, Crawley Borough Council.
Management Arrangements including Joint Committees:	Head of Service in consultation with Portfolio Holder Portfolio Holder Local Plan Working Group Cabinet Full Council
Resources for Production:	Primarily the Forward Planning Section Assisted by Other Services/Sections of the council and external expertise for evidence base studies.
Involvement of Stakeholders and Community:	Consultation to be undertaken in accordance with: <ul style="list-style-type: none"> <li>• the Town and Country Planning (Local Planning) (England) Regulations 2012;</li> <li>• Crawley Borough Council's Statement of Community Involvement (February 2017).</li> </ul>

<b>Sustainability Appraisal / Strategic Environmental Assessment SA/SEA</b>	
SA scoping report consultation:	January - April 2018
Preferred Strategy draft SA report consultation:	September – December 2018
Draft Final SA Report consultation:	May – July 2019
Submission of Final SA Report:	August 2019
Publication of Environmental Statement:	July 2020
<b>Monitoring and Review</b>	
<p>In addition to the government’s overarching expectation for an ‘at least’ five year review of the Plan, the Local Plan will be continually monitored; a report published annually to ensure the policy objectives are being implemented. If monitoring indicates that the Local Plan is not being implemented; or circumstances change or new planning policy guidance emerges, the Local Plan, or elements of it, may be reviewed.</p> <p>Any significantly different government decisions which impact more on planning for the future of Crawley may require a review of this LDS.</p>	
<b>Local Plan Map</b>	
<p>The Local Plan Map will be revised, formulated and adopted in conjunction with the adoption of the Local Plan and the West Sussex Minerals and Waste Plans. Any changes to the allocations and designations for sites within Crawley in policies established through future examinations of these Plans will result in correlating updates being carried out to the Local Plan Map.</p> <p>It is expected the Local Plan Map will require updating as part of the Review.</p>	

**Future Development Plan Documents:**

2.43 In terms of DPD production, the council does not currently anticipate a requirement for any additional DPDs beyond the review of the adopted Local Plan or potential Joint Plan. The council will continue to monitor on an annual basis, as part of the LDS reviews, the requirement for new DPDs and will include them in a future LDS as appropriate.

### 3. Supplementary Planning Documents

- 3.1 Supplementary Planning Documents (SPD) are produced to supplement policies in the Local Plan (or other DPD) by providing greater detail on the policy topic, the delivery of the policy, or the detailed design, layout and masterplanning of a site allocated in the Local Plan in order to assist applicants bringing forward successful development proposals.
- 3.2 The previous LDS (2015 – 2018) identified the initial SPDs for early production to support the new Local Plan. Four of these documents have been progressed and were adopted in October 2016. The details of the remaining proposed SPDs are set out in the profiles below. These may be subject to review as the documents are progressed and any changes will be articulated in annual updates to the LDS.

<b>DOCUMENT DETAILS</b>	
Title:	<b>Affordable Housing</b>
Role/Subject:	The Affordable Housing SPD will supplement the Local Plan Policy H4: Affordable and Low Cost Housing and Policy H3: Future Housing Mix; in terms of the mix, type and tenure of affordable housing that will be sought. It will also include detail on the delivery of affordable housing, and explain how the council will address viability concerns with developers through its order of cascading priorities.
Justification:	To provide the detail and amplification of Local Plan policy to support development control decisions to meet the identified affordable housing needs across the borough.
Area Coverage:	Crawley Borough
Document Status:	Supplementary Plan Document
Chain of Conformity:	The SPD will be in conformity with the Crawley Borough Local Plan 2015 – 2030, the NPPF and Planning Practice Guidance. To be supported by the Local List.
Replaces:	SPG10: Affordable Housing
<b>PLANNED TIMETABLE</b>	
Total Production Period:	2015 – 2017
Early Engagement:	September 2015 – October 2016
Public Consultation:	June – August 2017
Anticipated Adoption and Publication:	November 2017
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations:	Forward Planning, Strategic Housing & Planning, Crawley Borough Council.
Management Arrangements	Cabinet

including Joint Committees:	
Resources for Production:	Forward Planning Section and Housing Enabling and Development Manager, assisted by other council departments
Involvement of Stakeholders and Community Consultation:	To be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012; and Crawley Borough Council's Statement of Community Involvement (February 2017).
Monitoring and Review:	The SPD will be monitored to ensure the policy objectives are being implemented.

<b>DOCUMENT DETAILS</b>	
Title:	<b>Development of Gatwick Airport</b>
Role/Subject:	The Development of Gatwick Airport SPD will update the existing SPD in light of the anticipated updating of Gatwick Airport Limited's Masterplan and the signing of a new legal agreement.
Justification:	To update the existing SPD to ensure Gatwick's increase in passenger numbers using a single runway airport does not result in a detriment to the local environment and infrastructure. This will be tied to Gatwick Airport Limited's anticipated production of a Revised Gatwick Masterplan for a single runway airport, and a new legal agreement between GAL, CBC and WSCC.
Area Coverage:	The Gatwick Airport operational boundary as defined on the Local Plan Map.
Document Status:	Supplementary Planning Document.
Chain of Conformity:	The SPD will conform primarily with the Crawley Borough Local Plan, a revised Gatwick Master Plan and any relevant Government decision/legislation regarding aviation expansion and safeguarding. To be supported by the Local List.
Replaces:	SPD Development at Gatwick Airport (2008)
<b>PLANNED TIMETABLE</b>	
Total Production Period including "pre-production surveys etc.	This work has to reflect Gatwick Airport Limited's revision of the Gatwick Master Plan which is not anticipated to commence until 2018. The dates below are indicative and will be kept under review through future updates to the LDS.
Early Engagement	Late 2018
Target Date for consultation	Early 2019

Target Date for Adoption and Publication	Spring/Summer 2019
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations	Forward Planning, Strategic Housing & Planning, Crawley Borough Council.
Management Arrangements including Joint Committees	Gatwick Joint Local Authorities Group Local Plan Working Group Cabinet
Resources for Production	Primarily the Forward Planning Section assisted by other sections and other key stakeholders, such as West Sussex County Council, Gatwick Airport Limited, Gatwick Officers Group, and Gatwick Airport Consultative Committee.
Involvement of Stakeholders and Community Consultation	To be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012; and Crawley Borough Council's Statement of Community Involvement (February 2017).
Monitoring and Review:	The SPD will be monitored annually to ensure the policy objectives are being implemented. If monitoring indicates that the SPD is not being implemented, or new planning policy guidance, or new circumstances emerge the SPD will be reviewed, or withdrawn accordingly.

## 4. Community Infrastructure Levy

- 4.1 A CIL charging schedule has been introduced to support the implementation and delivery of the new Local Plan for Crawley borough. This was adopted by Full Council on 20 July 2016, with an implementation date of 17 August 2016.

### Community Infrastructure Levy Evidence Base

- 4.2 The key pieces of evidence which supported the Community Infrastructure Levy included:
- Viability Assessment
  - Infrastructure Plan
  - Housing Implementation Strategy
  - Strategic Housing Land Availability Assessment
  - Strategic Housing Market Assessment
  - Transport Modelling
  - Green Infrastructure Plan
  - Climate Change policies

### Supporting Documents

- 4.3 The CIL Charging Schedule is supported by a list of infrastructure priorities (known as the 'Regulation 123 List'). This regulation requires the council to publish a list of infrastructure that the council intends to fund through CIL and those areas where a S106 Planning Agreement or S278 Highways Agreement will be sought. This will ensure that a developer/landowner is not charged twice for the same piece of infrastructure. This document will be reviewed annually to ensure the contributions are directed towards the most relevant and necessary infrastructure.
- 4.4 Additional guidance has also been prepared to clarify the role and application of planning obligations and S106 agreements in light of the adoption of CIL. This is provided in the form of informal guidance.

### Review

- 4.5 The government has indicated its intention to make an announcement in response to the CIL Review at Autumn Budget 2017. If changes are required, the council's CIL will be reviewed. The Viability Evidence supporting the Local Plan Review may also require an amendment to the Charging Schedule for CIL.

## 5. Other Planning Documents

- 5.1 A number of other documents are produced to support the planning process. These may amplify guidance through providing examples of good practice or technical information, or may provide more detailed information in relation to a smaller geographical area.
- 5.2 Since these documents are not Supplementary Planning Documents, the timetable for their preparation and adoption is not necessarily covered by this Local Development Scheme. This allows for their value in terms of responsiveness, flexibility and adaptability to be maximised.
- 5.3 However, they play an important role in ensuring the planning system responds quickly to changes and provides support to emerging challenges and proposals, whilst ensuring consistency of decisions in line with adopted council policy. Therefore, the ones which have been specified through the preparation of the Local Plan are programmed into this version of the Local Development Scheme to show the council's clear commitment to ensure their timely progression and preparation and set out the anticipated dates for their formal (non-statutory) public consultation.
- 5.4 These other documents will all be subject to a period of public consultation and scrutiny, formal internal reporting mechanisms and will be adopted by the council through its delegated functions. They will all be publicly available following adoption on the council website and, by request to the council, in paper format.
- 5.5 The documents currently used for development control purposes are listed in Appendix 1. The intentions for where these are to be replaced, deleted or reviewed are indicated in the Appendix under each document.
- 5.6 New supporting planning documents anticipated to be prepared over the life of this current Local Development Scheme include:
  - Development Briefs
  - Development Principles Statements
  - Technical Guidance Notes
  - The Local List
  - Conservation Area Statements for the Newly Designated Conservation Areas
  - Refresh of existing Conservation Area Statements

### Conservation Area Statements

- 5.7 There are currently 11 designated Conservation Areas in Crawley, which are represented by six independent resident-led Conservation Area Advisory Committees (CAACs). Every Conservation Area will have a Conservation Area Statement that identifies its special architectural or historic features, which it is desirable to protect or enhance, as well as setting out planning guidance for the Conservation Area. The council is currently working alongside the CAACs to update the original Conservation Area Statements where these have become outdated, and to produce new statements where Conservation Areas have been recently designated.
- 5.8 As the Conservation Area Statement work is being led by the CAACs, a definitive timetable cannot be set out. However, the groups are working with the council to have Conservation Area Statements in place.



<b>DOCUMENT DETAILS</b>	
Title:	<b>Conservation Area Statements</b>
Role/Subject:	Conservation Area Statements to be prepared for the newly designated Conservation Areas and reviewed and updated for the existing Conservation Areas.
Justification:	To meet the legal and national guidance requirements for protection of the historic environment and heritage assets.
Area Coverage:	Designated Conservation Areas
Document Status:	Conservation Area Statements
Chain of Conformity:	The Statements will be in conformity with Conservation Area legislation, the Crawley Borough Local Plan, the NPPF and Planning Practice Guidance.
Replaces:	Updated Conservation Area Statements will replace existing Statements.
<b>PLANNED TIMETABLE</b>	
Total Production Period:	Varied: 2015 – 2020
Target Date for consultation:	Varied
Target Date for Adoption and Publication:	Varied
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations:	Forward Planning, Strategic Housing & Planning, Crawley Borough Council.
Management Arrangements including Joint Committees	Conservation Area Committees Cabinet
Resources for Production:	The Forward Planning Section working with the Conservation Area Committees.
Involvement of Stakeholders and Community Consultation	To be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012; and Crawley Borough Council's Statement of Community Involvement (February 2017).
Monitoring and Review	The Conservation Area Statements will be monitored by the Conservation Area Committees to ensure the policy objectives are being implemented. If monitoring indicates that the objectives are not being implemented, or new planning policy guidance, or new circumstances emerge the Statements will be reviewed, or withdrawn accordingly.

**Development Briefs**

- 5.9 Development Briefs are often used as a means for the council to support and provide additional guidance for a particular development site to deliver a successful scheme. This is mostly useful where there are complicated planning issues to be resolved and technical information or broad principles can be established to enable development to go ahead, without having a lengthy or contentious application process.
- 5.10 The council committed to producing three of these through Local Plan Policy H2, to build on the criteria set out within the Policy and supporting text. The principle of housing development has been established on each of these sites already. However, they remain to have other land use considerations, including open space, noise, traffic and transport, biodiversity and heritage. They will each be prepared in accordance with the expectations of the Local Plan Policy and will be subject, independently, to formal public consultation as part of their preparation.
- 5.11 Of these three Development Briefs, one, the Tinsley Lane Development Brief, has been adopted by the council in April 2017. The remaining two documents are currently under preparation.
- 5.12 Additional Development Briefs for other sites may be considered justified during the LDS period and the council are not restricted to only producing the ones already indicated.

<b>DOCUMENT DETAILS</b>	
Title:	<b>Land East Balcombe Road/Street Hill Development Brief</b>
Role/Subject:	To provide detailed policy guidance regarding the allocated Land East Balcombe Road/Street Hill housing, biodiversity and heritage site.
Justification:	To expand on the requirements established by Local Plan Policy H2 in relation to this site allocation, and support the delivery of a successful planning application; maximising the quantum of housing indicated by the Local Plan, whilst mitigating the known constraints on the site, including: <ul style="list-style-type: none"> <li>• the Conservation Area;</li> <li>• the setting of the Listed Church;</li> <li>• the Site of Nature Conservation Interest;</li> <li>• the Archaeologically Sensitive Area (Moat); and</li> <li>• the Historic Park and Garden.</li> </ul>
Area Coverage:	Local Plan Policy H2: Key Housing Site – Housing, Biodiversity and Heritage; Land East Balcombe Road/Street Hill, Pound Hill, as shown on the Local Plan Map.
Document Status:	Development Brief (other planning guidance)
Chain of Conformity:	The Development Brief will be in conformity with the Crawley Borough Local Plan, the NPPF and Planning Practice Guidance.
Replaces:	N/A

<b>PLANNED TIMETABLE</b>	
Total Production Period:	2015 – 2017
Early Engagement	December 2015 – October 2016
Target Date for consultation:	July – September 2017
Target Date for Adoption and Publication:	November 2017
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations:	Forward Planning, Strategic Housing & Planning, Crawley Borough Council.
Management Arrangements	Head of Service in consultation with Cabinet Member
Resources for Production:	Forward Planning; Parks and Streetscene; and Community Facilities Sections
Involvement of Stakeholders and Community Consultation	To be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012; and Crawley Borough Council's Statement of Community Involvement (February 2017). Direct liaison to take place with the Worth Conservation Area Committee, Sussex Wildlife Trust, Sussex Gardens Trust, Historic England and WSCC Ecologist and Archaeologist.
Monitoring and Review	The Development Brief will be monitored annually to ensure the policy objectives are being implemented. If monitoring indicates that the site has been developed or planning permission implemented, the Brief will be withdrawn.

<b>DOCUMENT DETAILS</b>	
Title:	<b>Breezehurst Drive Playing Fields Development Brief</b>
Role/Subject:	To provide detailed policy guidance regarding the allocated Breezehurst Drive Playing Fields housing and open space site.
Justification:	To expand on the requirements established by Local Plan Policy H2 in relation to this site allocation, and support the delivery of a successful planning application, maximising the quantum of housing indicated by the Local Plan, whilst mitigating the known constraints on the site, including: sports and open space provision, Structural Landscaping, access and design.

Area Coverage:	Local Plan Policy H2: Key Housing Site – Housing and Open Space; Breezehurst Drive Playing Fields, Bewbush, as shown on the Local Plan Map.
Document Status:	Development Brief (other planning guidance)
Chain of Conformity:	The Development Brief will be in conformity with the Crawley Borough Local Plan, the NPPF and Planning Practice Guidance.
Replaces:	N/A
<b>PLANNED TIMETABLE</b>	
Total Production Period:	2016 – 2017
Early Engagement	August 2016 – October 2016
Target Date for consultation:	October – November 2017
Target Date for Adoption and Publication:	December 2017
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations:	Forward Planning, Strategic Housing & Planning, Crawley Borough Council.
Management Arrangements	Head of Service in consultation with Cabinet Member
Resources for Production:	The Forward Planning Section.
Involvement of Stakeholders and Community Consultation	To be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012; and Crawley Borough Council's Statement of Community Involvement (February 2017). Direct liaison to take place with local residents, any sports clubs using the pitches and Sport England.
Monitoring and Review	The Development Brief will be monitored to ensure the policy objectives are being implemented. If monitoring indicates that the site has been developed or planning permission implemented, the Brief will be withdrawn.

## 6. Brownfield Land Register

- 6.1 Local Planning Authorities are now required to produce a Brownfield Land Register indicating the sites of previously developed land within the administrative area which are considered to be suitable for housing or housing-led development. The initial Register must be published by 31 December 2017, and is to be annually updated thereafter.
- 6.2 The Register is to consist of two parts, with the initial focus on Part 1: the basic register, to ensure this is published by the required deadline. Sites for inclusion in Part 1 must meet the following criteria:
- Land area of at least 0.25ha or the site have capacity to support at least 5 dwellings;
  - Must be **available** (capable of development within 15 years)
  - Must be **achievable** (landowner has the intention to develop or a developer has indicated such an intention, or the local authority does not consider there are any issues relating to the ownership of the land or legal impediment which might prevent residential development of the land taking place).
- 6.3 For the site to be considered **suitable** for housing development, it may be allocated in the Local Plan; have planning permission for residential development; or be considered suitable by the local planning authority, when considering adverse impact upon the natural or built environment or the amenity of occupiers or neighbouring properties, in having regard to the Local Plan policies and NPPF. On this basis, sites which have not been otherwise subject to a formal planning process could be included in Part 1 of the Register. It is therefore intended to ensure a period of consultation and formal approval for setting up the initial Register through the council’s own constitution.
- 6.4 The Register must include a Part 2, even if there are no entries. Sites included in Part 2 are granted “Permission in Principle” for residential development. This is a different process to the existing Local Plan allocation and planning application procedures.
- 6.5 Any site the council is considering for Permission in Principle, through the inclusion in Part 2 of the Brownfield Land Register, is subject to specific requirements for consultation which are similar to those used for consultation on planning applications. Decisions to grant Permission in Principle are made in accordance with the same constitutional processes as equivalent planning applications.

DOCUMENT DETAILS	
Title:	<b>Brownfield Land Register</b>
Role/Subject:	To provide information for developers and communities about brownfield land suitable for housing, in accordance with the national requirements.
Justification:	To meet legislative requirements to include, and publish, brownfield sites considered suitable for housing development in a format consistent with a national approach to housing land supply.
Area Coverage:	Crawley Borough
Document Status:	Brownfield Land Register

Chain of Conformity:	The Brownfield Land Register will be in conformity with legislation, the Brownfield Land Register Regulations 2017, the Crawley Borough Local Plan, the NPPF and Planning Practice Guidance.
Replaces:	N/A
<b>PLANNED TIMETABLE</b>	
Total Production Period:	2017 – 2018
Target Date for consultation:	Part 1: September – October 2017
Target Date for Adoption and Publication:	Initial Basic Register: December 2017
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations:	Forward Planning, Strategic Housing and Planning Services and Development Management, Economic and Environmental Services, Crawley Borough Council.
Management Arrangements	Cabinet: Part 1. Planning Committee: Part 2.
Resources for Production:	The Forward Planning section working with the Development Management section.
Involvement of Stakeholders and Community Consultation	To be undertaken in accordance with the Housing and Planning Act 2016 and the Brownfield Land Register Regulations 2017.
Monitoring and Review	The Brownfield Land Register will be monitored and revised at least annually in accordance with the Regulations.

## 7. Local List

- 7.1 The council has an approved Local List which supports the National List of Requirements against which planning applications are validated. This will require updating to incorporate the newly adopted Policy requirements established by the Crawley Borough Local Plan.
- 7.2 Its production alongside the Supplementary Planning Documents will ensure all requirements for the submission of valid planning applications are reasonable, proportionate, clear and consistent.

<b>DOCUMENT DETAILS</b>	
Title:	<b>Local List</b>
Role/Subject:	To provide a checklist to consider validation of planning applications against, in conjunction with the national requirements.
Justification:	To ensure the requirements of national and local policies are being implemented in a proportionate and appropriate manner. To reduce confusion and assist applicants in submitting valid applications and reduce unnecessary delays within the application determination process. To support CBC continuing to meet the national requirements for the timely decision-making of planning applications.
Area Coverage:	Crawley Borough
Document Status:	Local List
Chain of Conformity:	The Local List will be in conformity with legislation, the Crawley Borough Local Plan, the NPPF and Planning Practice Guidance.
Replaces:	Existing Local List and checklists for Crawley based on the Core Strategy and Local Plan 2000.
<b>PLANNED TIMETABLE</b>	
Total Production Period:	2017 – 2018
Target Date for consultation:	2017
Target Date for Adoption and Publication:	2018
<b>PRODUCTION ARRANGEMENTS</b>	
Preparing Organisations:	Development Management, Economic and Environmental Services, Crawley Borough Council.
Management Arrangements	Head of Service in consultation with Portfolio Holder/Chair of Development Control Committee
Resources for Production:	The Development Management section working with the Forward Planning section.

Involvement of Stakeholders and Community Consultation	To be undertaken in accordance with the Town and Country Planning Act 1990 Section 62 (4A) and article 11(3)(c) of the Town and Country Planning (Development Management Procedure) (England) (Order) 2015.
Monitoring and Review	The Local List will be monitored and revised within a two-year period in accordance with the Regulations.



## **8. Statement of Community Involvement**

- 8.1 A Statement of Community Involvement (SCI) sets out the mechanisms a council will employ to consult on their local planning policy documents and who will be consulted and at what stage.
- 8.2 The SCI also outlines how representations received on local planning policy documents will be taken into account.
- 8.3 The council has an adopted SCI. This was updated and subject to a period of public consultation during November and December 2016. It was adopted by Crawley Borough Council in February 2017.
- 8.4 All planning documents produced by Crawley Borough Council are required to be prepared in accordance with the requirements set out by its adopted SCI. This legislative requirement applies to those documents set out in this LDS as well as any others subsequently produced. The timetables shown in the document details for the planning documents in this LDS have been determined in line with the expectations of the adopted SCI.

## 9. Local Development Scheme Risk Assessment

- 9.1 The risks to the delivery of the LDS programme have been identified as:
- Neighbouring Authorities and the Duty to Cooperate.
  - Political climate nationally and locally.
  - Economic climate nationally and locally adversely affecting ability to meet Local Plan development delivery targets.
  - Further national revisions to planning policy with implications of a significant and fundamental scale to adopted local Policy.
  - Staffing levels in the Forward Planning Team.
  - Studies/assessment commissioned to inform DPD and SPD production are not delivered on time for reasons outside of the council's control.
  - Government decisions regarding Aviation and the possible expansion of Gatwick are of such significance that the policy context and direction of the Local Plan has to be reviewed.
  - Neighbourhood forums seek support from the Forward Planning team to prepare Neighbourhood Plans.
- 9.2 The risks outlined above are varied in their nature and essentially contingency exists through prioritising budgets, prioritising resources and prioritising elements of the LDS programme. Once a risk has been identified the council will work swiftly to address the risk and prioritise the most critical elements of the LDS programme.



**Appendix 1: Adopted Plans and Documents**

This appendix outlines the existing plans and documents that are adopted by Crawley Borough Council to be considered as material planning considerations in development management decisions, and will continue to be employed until they are replaced by new documents. The existing Supplementary Planning Documents will be retained unless they have been identified for review and replacement in this, or a subsequent, LDS.

The Supplementary Planning Guidance Notes, Development Briefs, Development Principles Statements and Conservation Area Statements are set out in detail below in relation to their coverage and intended retention, review/ replacement, or deletion.

**ADOPTED LOCAL PLAN DOCUMENTS:**

Title	<b>Crawley 2030: Crawley Borough Local Plan</b>
Role/Subject	Adopted Development Plan Document
Area Coverage	Borough
Consultation	<p>Early Engagement (Reg. 18):                      Core Strategy Review Issues and Options: May 2009                      Crawley 2029 Issues and Options: Jan – March 2012                      Preferred Strategy: Oct – Dec 2012                      Additional Sites Allocation: June – July 2013</p> <p>Statutory Consultation (Reg. 19):                      Publication: Sept – Oct 2014                      Modifications: July – August 2015                      Housing Thresholds: August – Sept 2015</p> <p>Adoption (Section 113): Dec 2015 – Jan 2016</p>
Completion/Adoption/Approval	December 2015
To be replaced	<p>Five Year review:</p> <ul style="list-style-type: none"> <li>• assessment of policies in light of government changes and updated evidence; and/or</li> <li>• outcome of government decision on Aviation.</li> </ul>

**SUPPLEMENTARY PLANNING DOCUMENTS:**

Title	<b>Manor Royal Design Guide SPD and Public Realm Strategy</b>
Role/Subject	Adopted Supplementary Planning Document & Companion Document
Area Coverage	Manor Royal Main Employment Area
Consultation	Jan – Feb 2013 (4-weeks) April – May 2013 (2-weeks)
Completion/Adoption/Approval	July 2013
To be replaced	Not currently planned

Title	<b>Climate Change SPD and Energy Efficiency for Alterations and Extensions to Buildings Guidance Note</b>
Role/Subject	Adopted Supplementary Planning Document & Companion Document
Area Coverage	Borough
Consultation	March 2016 (4-weeks)
Completion/Adoption/Approval	October 2016
To be replaced	Not currently planned

Title	<b>Green Infrastructure SPD</b>
Role/Subject	Adopted Supplementary Planning Document
Area Coverage	Borough
Consultation	May – June 2016 (4-weeks)
Completion/Adoption/Approval	October 2016
To be replaced	Not currently planned

Title	<b>Town Centre SPD</b>
Role/Subject	Adopted Supplementary Planning Document
Area Coverage	Crawley Town Centre (& borough-wide)
Consultation	June – July 2016 (4-weeks)
Completion/Adoption/Approval	October 2016
To be replaced	Not currently planned

Title	<b>Urban Design SPD</b>
Role/Subject	Adopted Supplementary Planning Document & Companion Document
Area Coverage	Borough
Consultation	March 2016 (4-weeks)
Completion/Adoption/Approval	October 2016
To be replaced	Not currently planned

## SUPPLEMENTARY PLANNING GUIDANCE NOTES:

Title	<b>SPGN10: Affordable Housing</b>
Role/Subject	Sets out the requirements for securing affordable housing from housing development proposals.
Area Coverage	Crawley Borough
Consultation	Yes
Completion/Adoption/Approval	March 2002
To be replaced	To be replaced by Affordable Housing SPD.

## DEVELOPMENT BRIEFS:

Title	<b>Tinsley Lane Development Brief</b>
Role/Subject	Non-statutory planning guidance to support the successful delivery of the Tinsley Lane housing and open space allocation and expand upon the requirements established in Policy H2 of the Crawley Borough Local Plan, in accordance with the Local Plan Inspector's modifications.
Area Coverage	Tinsley Lane Housing and Open Space Allocation as shown on the Local Plan Map (Policy H2: Key Housing Sites) & adjacent area of Ancient Woodland.
Consultation	July – August 2016 (6-weeks)
Completion/Adoption/Approval	April 2017
To be replaced	Not currently planned

## DEVELOPMENT PRINCIPLES STATEMENTS:

Title	<b>Development Principles Statement for Ifield Community College</b>
Role/Subject	To identify the principles which should apply to proposals to redevelop ICC and to develop any surplus land.
Area Coverage	Ifield Community College campus, Ifield
Consultation	Yes
Completion/Adoption/Approval	December 2002
To be replaced	No – the site has planning permission, the brief will be withdrawn once the site has been developed.

Title	<b>Development Principles Statement for Thomas Bennett Community College</b>
Role/Subject	To identify the principles which should apply to proposals to redevelop TBCC and to develop any surplus land.
Area Coverage	Thomas Bennett and Desmond Anderson Schools campus, Tilgate
Consultation	Yes
Completion/Adoption/Approval	December 2002
To be replaced	At present, this is not planned to be replaced. The site is allocated in Local Plan Policy H2, should monitoring indicate this site is not being progressed in line with the anticipated Trajectory, the merits of preparing an updated Development Brief to assist may be considered.

## CONSERVATION AREA STATEMENTS:

Title	<b>Conservation Area Statement for Dyers Almshouses Conservation Area</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the Dyers Almshouses Conservation Area.
Area Coverage	Dyers Almshouses Conservation Area
Consultation	Yes
Completion/Adoption/Approval	March 2017
To be replaced	Not currently planned.

Title	<b>Conservation Area Statement for Sunnymead Flats Conservation Area</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the Sunnymead Flats Conservation Area, together with proposals for improvements to the area.
Area Coverage	Sunnymead Flats Conservation Area
Consultation	Yes. November 2003
Completion/Adoption/Approval	Spring 2004
To be replaced	To be reviewed and updated in due course.

Title	<b>Conservation Area Statement for St Peter's Church Conservation Area</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the St Peter's Church Conservation Area, together with proposals for improvements to the area.
Area Coverage	St Peter's Church Conservation Area
Consultation	Yes
Completion/Adoption/Approval	Spring 2004
To be replaced	To be reviewed and updated in due course.

Title	<b>Conservation Area Statement for Crawley High Street</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the Crawley High Street Conservation Area, together with proposals for improvements to the area.
Area Coverage	Crawley High Street Conservation Area
Consultation	Yes
Completion/Adoption/Approval	December 1998
To be replaced	To be reviewed and updated in due course.

Title	<b>Conservation Area Statement for Worth Conservation Area</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the Worth Conservation Area, together with proposals for improvements to the area.
Area Coverage	Worth Conservation Area
Consultation	Yes
Completion/Adoption/Approval	September 2003
To be replaced	To be reviewed and updated in due course: consultation on update undertaken July – September 2017.

Title	<b>Conservation Area Statement for Ifield Village Conservation Area</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the Ifield Village Conservation Area, together with proposals for improvements to the area.
Area Coverage	Ifield Village Conservation Area
Consultation	Yes
Completion/Adoption/Approval	February 2017
To be replaced	Not currently planned.

Title	<b>Conservation Area Statement for Forestfield and Shrublands Conservation Area</b>
Role/Subject	A statement of the conservation policies for and guidance on acceptable development in the Forestfields and Shrublands Conservation Area, together with proposals for improvements to the area.
Area Coverage	Forestfield and Shrublands Conservation Area
Consultation	Yes
Completion/Adoption/Approval	October 1998
To be replaced	To be reviewed and updated in due course: consultation on update anticipated Autumn 2017.