

AGENDA
PLANNING AND DEVELOPMENT POLICY
DEVELOPMENT AND REVIEW PANEL

Date: Tuesday, 19 July 2016

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor A Mandry (Chairman)

Councillor J E Butts (Vice-Chairman)

Councillors K A Barton
S Cunningham
G Fazackarley
C J Wood
N J Walker

Deputies: Councillor S D Martin
Mrs C Heneghan



1. Apologies for Absence

2. Minutes (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting held on 17 May 2016.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures of Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Local Development Scheme (Pages 5 - 30)

To consider a report by the Director of Planning and Regulation on a Review of the Local Development Scheme.

7. Planning and Development Policy and Development Review Panel Work Programme (Pages 31 - 38)

To consider a report by the Director of Planning and Regulation, which reviews the Panel's Work Programme for 2016/17.

P GRIMWOOD
Chief Executive Officer
Civic Offices
www.fareham.gov.uk
11 July 2016

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FAREHAM

BOROUGH COUNCIL

Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Tuesday, 17 May 2016

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor A Mandry (Chairman)

Councillor J E Butts (Vice-Chairman)

Councillors: K A Barton, S Cunningham, G Fazackarley, N J Walker and
C J Wood

Also Present: Councillor K D Evans



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

It was AGREED that the minutes of Planning and Development Policy Development and Review Panel held on the 01 March 2016 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed the Panel that item 7 had been withdrawn from agenda and the work programme.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. INDUCTION TO PORTFOLIO SERVICES - PRESENTATION

The Panel received a presentation from the Director of Planning and Regulation and the Head of Planning Strategy and Regeneration on an Induction to the Planning and Development Portfolio Services.

The presentation gave an overview of the services within the Planning and Development Portfolio, highlighting key areas within those services to the Panel, which included;

- Planning Strategy – outlined the key objectives to maintain up to date policies through the Local Plan Review ensuring the Council can plan for new housing, employment and business needs.
- Regeneration - currently focussing on the Fareham Town and Portchester District Visions, with drafts for both of these intended to be taken to the Executive in Autumn 2016 September.
- Parking Strategy/Transport Liaison – including the work to develop the parking strategy, local policy and parking charges, together with liaison work with relevant bodies on local strategic transport issues.
- Welborne Delivery – outlined the Vision for Welborne set out in the Local Plan and the key components of the Council's Welborne Delivery Strategy going forward.
- Tree Services – provided an overview of service delivery including the role of the Tree Strategy.
- Conservation Services – outlined the role of character area assessments and Article 4 directions progressed for conservation

areas, along with work in relation to the scheduling of statutorily and locally listed buildings.

- Coastal Management – services provided through the Eastern Solent Coastal Partnership including the key priorities over the next 18 months.
- Building Control – services provided through the Building Control Partnership (BCP) which currently includes Fareham, Gosport Borough and Portsmouth City Councils and key priorities going forward.

At the request of Members, the Chairman asked the Director of Planning and Regulation to circulate more information on the details of the Portchester to River Hamble Coastal Management Strategy to Panel Members.

It was AGREED that the Director of Planning and Regulation and the Head of Planning Strategy and Regeneration be thanked for a very informative presentation.

7. CONSERVATION SERVICES - PRESENTATION

At the agreement of the Chairman, this item was withdrawn from the agenda and the work programme.

8. PLANNING AND DEVELOPMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME

The Panel considered a report by the Director of Planning and Regulation which reviewed the work programme for 2016/17.

The Chairman requested that an update be provided to the Panel by officers detailing the progress of the Tree Warden Scheme in advance of the Panel meeting on 28 February 2017, when the Panel is scheduled to receive a report on Performance Review: Tree Service and Strategy Action Plan.

It was AGREED that, subject to an update on the Tree Warden Scheme being brought forward, the Panel:-

- (a) noted the proposed work programme for 2016/17;
- (b) reviewed the outcomes from the matters considered at the last panel meeting on the 01 March 2016; and
- (c) noted the Planning and development executive Work Programme for 2016/17.

(The meeting started at 6.00 pm
and ended at 7.29 pm).

FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **19 July 2016**

Report of: **Director of Planning and Regulation**

Subject: **LOCAL DEVELOPMENT SCHEME**

SUMMARY

This report summarises the revised Fareham Borough Local Development Scheme (LDS). The purpose of the LDS is to set out the work programme timetable for producing the Fareham Borough Local Plan Review, as well as the Statement of Community Involvement (SCI) and the Authority Monitoring Report (AMR).

RECOMMENDATION

The Panel is invited to support the Local Development Scheme and make any comments they wish in terms of the timetables set out for the Local Plan Review, Statement of Community Involvement and Authority Monitoring Report.

The Panel approves the Director of Planning and Regulation to be authorised to make any necessary minor changes to the Local Development Scheme, providing that these do not change the overall direction, shape or emphasis of the document, prior to the document being considered by the Fareham Borough Executive in September 2016.

INTRODUCTION

1. This report provides a summary of the key revisions made to the Fareham Borough Local Development Scheme.
2. The existing Fareham Borough Local Development Scheme (LDS) was adopted in September 2014 and provided the timetable for the completion of the Fareham Borough Local Plan Part 2 (Development Sites and Policies) and Local Plan Part 3 (Welborne Plan), which were both subsequently adopted in June 2015.
3. The adopted LDS set out a simple timetable for the preparation, examination and adoption of the Local Plan Review. The purpose of this LDS is to update that timetable and to provide further information on the work programme for the Local Plan Review.

REQUIREMENT FOR A LOCAL DEVELOPMENT SCHEME

4. Local planning authorities are required by legislation to prepare and maintain a Local Development Scheme (LDS). A LDS provides a timetable for the preparation of a Local Plan and any other Local Development Documents, such as the Authority Monitoring Report, by a Local Planning Authority. The purpose of the LDS is to ensure that the community is aware of the programme for preparing the Local Plan and importantly when there will opportunities to respond to consultations on it.

NEED TO UPDATE CURRENT LOCAL DEVELOPMENT SCHEME

5. During the examinations of Local Plan Part 2 & Local Plan Part 3, the Council made a commitment to commence an early review of the Local Plan, following the commencement of a review of the South Hampshire Strategy by the Partnership for Urban South Hampshire (PUSH). A timetable that was considered to be achievable to undertake a review of the Local Plan at that time was agreed to by the Planning Inspector and published in the existing Local Development Scheme (2014).
6. That timetable was based on the PUSH review timeline for the South Hampshire Strategy (now known as PUSH Spatial Position Statement). Due to the complexity of the PUSH review, the timetable for completion of that Strategy was subsequently increased by PUSH by approximately three months from March 2016 until June 2016.
7. In order for the Local Plan Review to be informed by, and be in consistency with, the PUSH Spatial Position Statement and its supporting evidence, it is considered necessary to revise the timetable for the development of the Fareham Borough Local Plan Review through this Local Development Scheme. The revised timetable will still enable the Council to meet the Government's target for having a NPPF compliant Local Plan submitted for examination by March 2018, with submission scheduled for late 2017.
8. The revised timetable for the Fareham Local Plan Review is set out as the following:

Winter 2016/17	Consultation on Draft Plan
Summer – Autumn 2017	Consultation on Publication Plan
Winter 2017	Submission of Plan to Secretary of State
Winter 2018 – Summer 2018	Examination
Autumn 2018	Adoption

9. The new timetable will mean that the anticipated adoption of the plan is now scheduled to take place in autumn 2018, rather than spring/summer 2018 as previously timetabled. However, the Council has little control over the length of the examination phase, which is managed by the Planning Inspectorate, and should the examination phase be concluded sooner than estimated, then adoption of the Plan would accordingly be undertaken sooner.
10. The purpose for the Local Plan Review is to enable the Council to plan for up to date housing and employment needs, as well as taking account of recent changes to the NPPF and other new planning guidance and legislation. The Local Plan Review will also enable the Council to simplify the current Local Plan by preparing a new Local Plan that is clearer, more concise and more engaging for local communities.
11. In addition to the revised timetable for the Local Plan Review, the Local Development Scheme also sets out the timetable for the update to the Council's Statement of Community Involvement (SCI) and for the annual preparation of the Council's Authority Monitoring Report (AMR).

STATEMENT OF COMMUNITY INVOLVEMENT AND AUTHORITY MONITORING REPORT

12. The SCI sets the standards and approach Fareham Borough Council takes to involve stakeholders and the community in the production of Local Development Documents as well as the handling of major applications. The Council is currently reviewing its adopted SCI from January 2011 and an updated version will be published for consultation in September 2016.
13. The Council will continue to prepare an Authority Monitoring Report (AMR) on an annual basis, in accordance with the Town and Country Planning Regulations 2012. The AMR will report on the progress of the timetables set out in the revised Local Development Scheme 2016-2018.

RISK ASSESSMENT

14. There are no significant risk considerations in relation to this report

CONCLUSION

15. The Panel is invited to support and agree the proposed update to the timetable for the Local Plan Review.

Appendices:

Appendix A – Local Development Scheme 2016 – 2018 (Draft) (July 2016)

Reference Papers:

None

Enquiries:

For further information on this report please contact Adam Collier (Ext. 4328).

Fareham Borough Local Plan Review

Local Development Scheme 2016-2018

July 2016

DRAFT

FAREHAM
BOROUGH COUNCIL

Further Information and Contacts

If you have any questions regarding the Fareham Local Plan or this Local Development Scheme, please contact a member of the Planning Strategy and Regeneration team at Fareham Borough Council.

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Information including updates on the progress of Fareham's Local Plan and current consultations is available on the Council's website: www.fareham.gov.uk/planning

Please note:

This Local Development Scheme is being reviewed by the Planning and Development Policy Development and Review Panel on 19 July 2016. Following review by the Panel, any necessary changes will be made to the Local Development Scheme before it is considered for approval by the Fareham Borough Executive on 5 September 2016.

If you require this document in large print, or help with translation into other languages, please call 01329 236100 for further information.

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1 Introduction

REQUIREMENT FOR A LOCAL DEVELOPMENT SCHEME

- 1.1 Local Planning Authorities are required by legislation¹ to prepare and maintain a Local Development Scheme (LDS). A Local Development Scheme is to provide a timetable for the preparation of a Local Plan and any other Local Development Documents by a Local Planning Authority, so that the community is aware of the programme for preparing the Local Plan and of when there will opportunities to respond to consultations on it.
- 1.2 This LDS covers the period 2016-2018 and supersedes the Council's adopted LDS published in September 2014. This LDS sets out an up-to-date timetable for the stages of the Local Plan Review, set out in Appendix 1, as well as identifying the key date milestones for the preparation of all planning documents, set out in Appendix 2.
- 1.3 The LDS also explains the role of these documents and the reasons for changes to previously published timetables. Planning Practice Guidance (PPG) explains that the LDS should include information on the documents which, when prepared, will comprise the Local Plan for the area. The PPG requires the LDS to be kept up-to-date and be made publically available, so that local communities and interested parties can keep track of Local Plan progress.

NATIONAL PLANNING POLICY FRAMEWORK AND LOCAL PLAN MAKING

- 1.4 The National Planning Policy Framework was published in March 2012 and replaced most of the Government's previous suite of Planning Policy Statements and Guidance Notes. It sets out the presumption in favour of sustainable development. Core planning principles include the need to be plan-led and to proactively drive and support sustainable economic development.
- 1.5 The NPPF requires Local Planning Authorities' to produce a Local Plan for their area, which sets out the future development expectations for the local area, in consultation with the local community.
- 1.6 The term 'Local Plan' was introduced by the NPPF and replaces the term Local Development Framework (LDF) which was implemented by the Planning and Compulsory Purchase Act 2004. The approach behind LDFs was to have a suite of Development Plan Documents (DPDs) including a Core Strategy and Site Allocations, as well as Area Action Plans. This was the approach taken for the Borough's adopted Local Plan.
- 1.7 However, the NPPF states that all policies and proposals should be included in one DPD known as a Local Plan, and only exceptionally should it be necessary to prepare other DPDs or Supplementary Planning Documents (SPDs).
- 1.8 The NPPF stipulates that various strategic priorities must be addressed in the Local

¹ Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) with further requirements and guidance set out in the Town and Country Planning (Local Planning) (England) Regulations 2012.

Plan, including policies to deliver the homes and jobs needed together with any necessary retail, leisure and other commercial development, as well as policies to protect the natural and historic environment. Furthermore, the NPPF confirms that plans must be based on adequate, up to date and relevant evidence and prepared in accordance with the Duty to Cooperate, legal and procedural requirements and be sound.

- 1.9 Where appropriate, Local Plans can be reviewed in whole or in part to respond flexibly to changing circumstances.
- 1.10 Supplementary Planning Documents are also classed as DPDs and can be produced to provide additional guidance on a specific issue or policy in order to assist applicants make successful applications or to aid infrastructure delivery, but must not add unnecessary financial burdens onto development.

LOCAL DEVELOPMENT DOCUMENTS

- 1.11 In addition to Development Plan Documents, the Planning and Compulsory Purchase Act 2004 also introduced the term Local Development Documents (LDDs), which include DPDs such as the Local Plan, as well as non-DPD documents such as the Statement of Community Involvement (SCI) and the Authority Monitoring Report (AMR), which are referred to in more detail in paragraphs 3.16-3.18 and 3.19-3.20 respectively.

STATUS OF DOCUMENTS IN LOCAL DEVELOPMENT SCHEME

- 1.12 For confirmation, the table below clarifies the status of the documents that are to be produced by Fareham Borough Council within the duration of this Local Development Scheme.

Local Development Scheme (LDS) document	Local Development Document	Development Plan Document
Local Plan Review 2016-2036	✓	✓
Statement of Community Involvement	✓	✗
Authority Monitoring Report 2015-16	✓	✗
Authority Monitoring Report 2016-17	✓	✗
Authority Monitoring Report 2017-18	✓	✗

LEGISLATION AND GUIDANCE

- 1.13 The Housing and Planning Act 2016 received Royal Assent on 12 May 2016. This legislation places even greater importance on a Local Planning Authority to prepare an up-to-date Local Plan which allocates sufficient sites for housing to meet objectively assessed need.
- 1.14 On 6th March 2014, Nick Boles launched a suite of new Planning Practice Guidance (PPG) intended to replace the raft of guidance in planning policy statements, circulars and ministerial statements. The PPG advises that Local Plan Reviews should make clear, **what** is intended to happen in the area over the life of the plan, **where** and **when** this will occur and how it will be delivered.

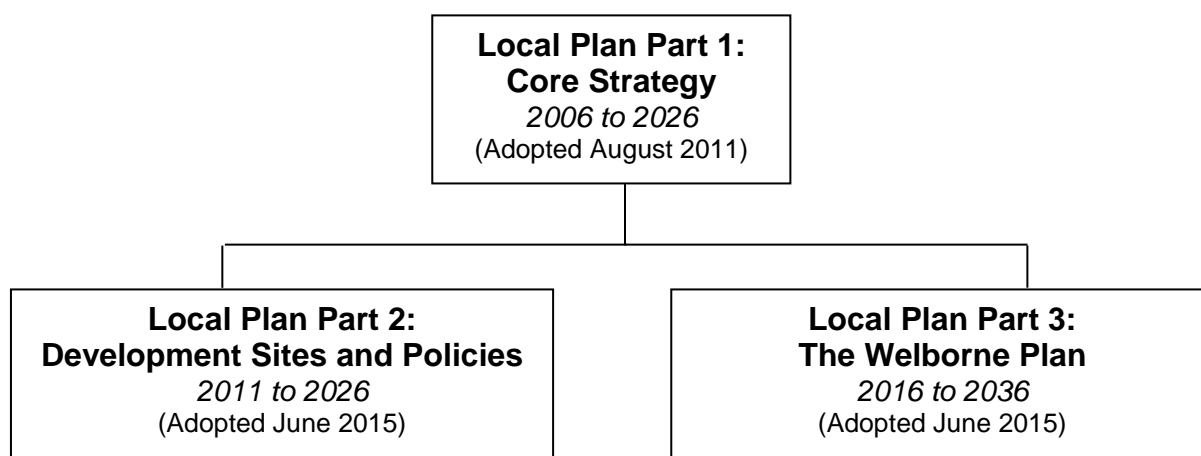
COMMUNITY INVOLVEMENT

- 1.15 Community Involvement throughout the preparation of a Local Plan is very important in order to ensure local views are taken into account. The NPPF advises that in preparing Local Plans, the process should be an empowering creative process for local people to engage with and all sections of the community should be involved. 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).
- 1.16 Fareham's SCI will be revised in 2016 to bring it into line with updated relevant regulations and the Council's approach to community engagement.

2 Fareham Local Plan: Structure & Content

ADOPTED LOCAL PLAN

- 2.1 Local Plans set out a Local Planning Authority's planning strategy, policies and proposals and guides development decisions. The adopted Fareham Borough Local Plan is combined of three parts, all of which have been through, an independent public examination conducted by the Planning Inspectorate.
- 2.2 Local Plan Part 2 and Part 3 were submitted to the Planning Inspectorate for examination in July 2014. The documents were assessed by the Planning Inspectorate for soundness, which is to ensure that they conformed to the National Planning Policy Framework and the changes made by the Localism Act 2011. The Planning Inspector identified a number of areas in both plans where changes (modifications) needed to be made. The Council subsequently made and consulted on the requested changes to the Plans, before adopting both Plans at a Full Council Meeting in June 2015.
- 2.3 The diagram below illustrates the current hierarchy of the three Local Plan documents that comprise the adopted Fareham Local Plan.



Development Plan Document	Description
Local Plan Part 1: Core Strategy	The Core Strategy sets out the vision, objectives and overall development strategy for the Borough up to 2026. The Core Strategy sets the principle and strategic direction for the development of Welborne.
Local Plan Part 2: Development Sites and Policies	The Development Sites and Policies Plan sets out the Council's approach to managing and delivering development identified in the Core Strategy for the Borough to 2026, except for the area covered by The Welborne Plan. Local Plan Part 2 also allocates sites for specific land uses.

Local Plan Part 3: The Welborne Plan	The Welborne Plan is a site specific plan which sets out how Welborne should be developed over the period to 2036 and will be used to determine planning applications for the initial development of Welborne.
Hampshire Minerals and Waste Plan	The Hampshire Minerals and Waste Plan forms an adopted part of Fareham's Development Plan ² .

SUPPLEMENTARY PLANNING DOCUMENTS

- 2.4 Supplementary Planning Documents (SPDs) provide more detail how a site should be developed, or give more detailed guidance on how a particular policy (or policies) should be implemented. SPDs are not subject to independent examination and the full timetables for the preparation of SPDs are not required to be included in the LDS.
- 2.5 Since the publication of the previous LDS in September 2014, the Council has adopted the following Supplementary Planning Documents:
- **Non-Residential Parking Standards SPD** (adopted September 2015)
This SPD sets out the standards and key requirements for parking provision that developers will be expected to provide for new non-residential developments.
 - **Design (Rest of Borough) SPD** (adopted December 2015)
This SPD provides further visual guidance to Policy CS17: High Quality Design of the Core Strategy and sets out Fareham Borough Council's aspirations for high quality design to householders, developers and other interested parties. The guidance is intended to make the planning application and permission process clearer for all interested parties, particularly applicants.
 - **Welborne Design Guidance SPD** (adopted January 2016)
This SPD expands on the design principles in the Welborne Plan by explaining and illustrating what the Council expects in the design of Welborne. The Guidance is intended to be used by applicants in the preparation of planning applications for Welborne and by the Council to help assess planning applications at Welborne.
 - **Planning Obligations SPD (excluding Welborne)** (adopted April 2016)
This SPD sets out the mechanisms that will be used in mitigating the impacts of development as well as specific guidance on the different types of planning obligations and levels and type/tenure of affordable housing that may be sought.
- 2.6 The Council also prepared the Welborne Planning Obligations and Affordable Housing SPD and consulted on a draft in June 2014. However, since that time, the Welborne Plan was adopted by the Council in June 2015 and the Council considers that the adopted version of the Welborne Plan provides sufficient detailed policy guidance on planning obligations and affordable housing to enable the Welborne development to be implemented. Therefore, it is not proposed to take the Welborne Planning Obligations and Affordable Housing SPD any further at this stage.

² The Hampshire Minerals and Waste Plan is produced by Hampshire County Council and is available at: <http://documents.hants.gov.uk/mineralsandwaste/HampshireMineralsWastePlanADOPTED.pdf>

GEOGRAPHICAL COVERAGE OF THE ADOPTED LOCAL PLAN

- 2.7 The three parts of the adopted Local Plan all apply to different geographical areas of the Borough;

Local Plan Part 1 applies to the whole Borough;
Local Plan Part 2 applies to the whole Borough apart from Welborne;
Local Plan Part 3 applies only to Welborne.

STATUS OF FAREHAM BOROUGH LOCAL PLAN REVIEW (2000) POLICIES

- 2.8 The adoption of Local Plan Part 2 and Local Plan Part 3 replaced all 'saved' policies from the previous Local Plan Review (2000).

HAMPSHIRE MINERALS AND WASTE PLAN

- 2.9 The Hampshire Minerals and Waste Plan is the principal document for the management of minerals and waste in the administrative areas of the Hampshire Authorities and sets out the long term spatial vision and strategy for sustainable minerals and waste development in Hampshire up to 2030. The plan was adopted in October 2013 and forms part of the Borough's Development Plan, alongside the adopted Local Plan.

AUTHORITY MONITORING REPORT

- 2.10 Authority Monitoring Reports (formerly Annual Monitoring Reports) have been produced by Fareham since 2005. Following the publication of the Localism Act 2011, there was no longer a requirement to send the monitoring report to the Secretary of State. The purpose of the Authority Monitoring Report (AMR) is to provide annual updates on the following:

- Implementation of the LDS timetable;
- Housing completions and projected supply;
- Employment and retail floorspace completions;
- Analysis/ changes to Local Plan policy;
- Duty to cooperate.

COMMUNITY INFRASTRUCTURE LEVY

- 2.11 Fareham has an adopted Community Infrastructure Levy (CIL) charging schedule which came into force on 1 May 2013, following independent examination.
- 2.12 The Council is keeping the CIL charging schedule under review, as required by the relevant legislation and guidance, to ensure that the CIL charge rates remain appropriate in the context of the local housing market and the wider economy. As such, in 2014, the Council commenced a review of the CIL charging schedule and undertook public consultation on a Preliminary Draft Charging Schedule "First Review" in summer 2014³. Following consultation on the First Review, this work has now been placed on hold.

³ Details and a summary of consultation comments from the CIL – Preliminary Draft Charging Schedule 'First Review' are available on the Fareham Borough Council website here:
<http://www.fareham.gov.uk/planning/cilreview.aspx>

3 Local Plan Review: Process and Preparation

PROCESS OF PREPARING A LOCAL PLAN

- 3.1 The process of preparing a Local Plan is largely determined by the Town and Country Planning (Local Planning) Regulations 2012, UK Planning Law as well as the EU, Strategic Environment Directive. This process is set out diagrammatically in Appendix 3.

LOCAL PLAN REVIEW 2016- 2036

- 3.2 During the examinations of Local Plan Part 2 & Local Plan Part 3, the Council made a commitment to commence an early review of the Local Plan, following the commencement of a review of the South Hampshire Strategy by the Partnership for Urban South Hampshire (PUSH). That timetable was considered to be achievable to undertake a review of the Local Plan at that time and was published in the existing Local Development Scheme (2014)
- 3.3 The timetable that was set out for the Local Plan Review at the time of the examination (as above) was predicated on the published PUSH timeline for the review of the South Hampshire Strategy (now known as the PUSH Spatial Position Statement). However, due to the complexity of the cross-boundary issues covered by that review, the timeframe that was needed by PUSH to complete the Spatial Position Statement was subsequently extended by approximately three months from March 2016 until June 2016⁴.
- 3.4 In order for the Local Plan Review to be informed by, and be in consistency with, the PUSH Spatial Position Statement and its supporting evidence, it is considered necessary to revise the timetable for the development of the Fareham Borough Local Plan Review through this Local Development Scheme. The new programme for the preparation and delivery of the Fareham Borough Local Plan 2016–2036 is set out in Table 1 below and in further detail in Appendices 1 and 2.

Table 1: Local Plan Review Timetable

Winter 2016/17	Consultation on Draft Plan
Summer – Autumn 2017	Consultation on Publication Plan
Winter 2017	Submission of Plan to Secretary of State
Winter 2018 – Summer 2018	Examination
Autumn 2018	Adoption

- 3.5 The development of a new Local Plan provides the Council with the opportunity to prepare a plan that is clearer, more concise and more engaging for local communities, which is based on up to date social, economic and environmental evidence, and is conformity with all recent new planning guidance and legislation. The review the Local Plan will also have a new time horizon to 2036, so that it is in consistency with the Welborne Plan.

⁴ The final PUSH Spatial Position Statement was approved for publication by the PUSH Joint Committee on 7 June 2016.

- 3.6 The emerging Local Plan Review will simplify the current regime and cover the whole Borough, with location specific policies included where appropriate, to reflect strategic sites or to address specific local issues.

DUTY TO CO-OPERATE

- 3.7 The Council is legally obliged by section 33A(1) of the Planning & Compulsory Purchase Act 2004, [introduced through the Localism Act 2011] to demonstrate how it has co-operated with other authorities and statutory agencies in relation to cross boundary strategic matters and priorities. The 'Duty' is not a duty to agree, but every effort should be made to secure the necessary co-operation. Local Authorities produce a statement of compliance together with evidence of 'effective working' to present at Local Plan 'Examination', in order to demonstrate how they have complied with the Duty.
- 3.8 With the abolition of the South East Plan, future regional and sub-regional planning is dealt with through the voluntary co-operation of Local Authorities on strategic priorities. The main forum for joint working on strategic planning issues in South Hampshire is the Partnership for Urban South Hampshire (PUSH), of which Fareham Borough Council is a member. The PUSH Spatial Position Statement published in June 2016 is the culmination of this co-operative working and provides a framework from which Local Plans can be based.

EVIDENCE BASE

- 3.9 In preparing the Local Plan, a range of 'evidence gathering' is undertaken to ensure a robust and credible evidence base for planning policies and proposals. Generally this 'evidence' takes the form of research, surveys and technical studies on particular topics that are produced for the principal purpose of informing the Local Plan, in particular policies. A range of evidence is currently being commissioned and prepared by the Council to inform the Local Plan Review and will be published in support of consultation on the Draft Plan.

SUSTAINABILITY APPRAISAL

- 3.10 All Local Plan documents are subject to on-going Sustainability Appraisal which informs the assessment and selection of options and outcomes. The Sustainability Appraisal must meet the requirements of the European Strategic Environmental Assessments (SEA) Directive (2201/42/EC). As such, the Sustainability Appraisal and Strategic Environmental Assessment (SEA) are an integral part of the Local Plan preparation process.
- 3.11 The first stage of the Sustainability Appraisal process for Local Plans is Scoping and Baseline. The purpose of the scoping stage is to:
- Identify other policies, plans, programmes, and sustainability objectives of relevance to the Fareham Borough Local Plan Review;
 - Collect baseline information about the environmental, social and economic conditions in the borough, and how these might change in the future;
 - Identify sustainability issues and challenges which could affect or be addressed by the Local Plan Review;

- Develop the "Sustainability Appraisal Framework" which will form the basis for the sustainability assessment of the Local Plan Review; and
- Consult on the scope and method of the Sustainability Appraisal.

3.12 The Council published the Scoping Report for the Local Plan Review in February 2016 for 6 weeks consultation. The consultation responses received on the Scoping Report will help us develop and evaluate the options for the Draft Local Plan.

3.13 The Draft Local Plan will be accompanied by a Sustainability options appraisal report which provides an assessment of the effects of possible policy options and alternatives, whilst a final Sustainability Report will also be produced to accompany the Local Plan (Publication Version).

HABITAT REGULATIONS ASSESSMENT

3.14 Habitat Regulations Assessments (HRA) is a requirement of the Conservation of Habitats and Species Regulations 2010 (as amended 2011). The regulations will be addressed through the production of a Habitats Regulations Assessment – Screening Report for the Draft Plan and a Habitats Regulations Assessment – Appropriate Assessment for the Publication Plan.

3.15 The HRA reports will assess the impacts of the Local Plan policies on sites and species designated under the European Directive (92/43/EEC The Habitats Directive). For the development of the Local Plan, the assessment is carried out in an iterative process as the HRA is, in turn used to inform the development of planning policies.

3.16 The sites and species designated under The Habitats Directive are also known as the 'Natura 2000' sites and include:

- Special Areas of Conservation (SAC)
- Special Protection Areas (SPA)
- Ramsar sites (which support internationally important wetland habitats listed under Ramsar Convention) are also included in the sites protected through these regulations.

STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT (SHLAA)

3.17 The NPPF requires Local Planning Authorities to prepare a Strategic Housing Land Availability Assessment (SHLAA) in support of a Local Plan. The purpose of the SHLAA is to identify the land to meet the identified need for housing over the Local Plan period.

3.18 Fareham's most recent SHLAA was published in January 2014 in support of Local Plan Part 2. Following a Call for Sites that commenced in November 2015, a new SHLAA is now being produced which will provide an assessment of all sites submitted during that process, as well as those areas/ sites identified in accordance with the Planning Practice Guidance. The emerging SHLAA will inform which housing sites are suggested as allocations within the Draft Plan and will be published as part of the Draft Plan consultation in Winter 2017/18.

RELATIONSHIP WITH OTHER STRATEGIES

- 3.19 A summary of all relevant strategies, programmes and plans which should be taken account of when producing a Local Plan can be found in Appendix 3 of the Fareham Local Plan Review: Sustainability Appraisal Scoping Report (February 2016)⁵.

STATEMENT OF COMMUNITY INVOLVEMENT

- 3.20 The Statement of Community Involvement (SCI) explains the different ways in which the Council will involve the local community in planning. It is intended to “signpost” the opportunities for anyone wishing to make a contribution to planning for shaping Fareham’s future. The SCI sets the standards and approach Fareham Borough Council takes to involve stakeholders and the community in the production of Local Development Documents as well as the handling of major applications.
- 3.21 The progress of all documents within the Local Plan will be aided and informed by statutory periods of formal community involvement. As such, any consultation on a Local Plan, Supplementary Planning Document or a Planning Application will be carried out in accordance with an approved SCI. The Local Plan Review timeline in Appendix 1 identifies when the public consultation periods will take place.
- 3.22 The Council is currently reviewing its adopted SCI, which was adopted in January 2011. An updated version will be published for consultation in September 2016 as indicated in Appendix 1.

AUTHORITY MONITORING REPORT

- 3.23 The Council will continue to prepare an Authority Monitoring Report (AMR) on an annual basis, in accordance with Regulation 34 of the Town and Country Planning Regulations 2012. The AMR will report on the progress of the Local Plan Review against the timetable set out in this Local Development Scheme.
- 3.24 During the timetable of this Local Development Scheme, the Council will produce AMRs for the following financial year periods; 2015-16, 2016-17 and 2017-18.

⁵ Fareham Local Plan Review: Sustainability Appraisal Scoping Report (February 2016) is published on the Council’s website at: http://www.fareham.gov.uk/PDF/planning/local_plan/SEAFarehamLPRScoping.pdf

4 Fareham Local Plan Review: Delivery and Review

DELIVERY OF THE LOCAL PLAN REVIEW

Member Responsibilities

- 4.1 Fareham Borough Council's Executive is responsible for key decisions relating to the preparation of the Local Plan Review. The Executive has been assisted by detailed consideration of the issues by a Local Plan Review Member Working Group (a cross-party group of non-Executive members, chaired by the relevant Executive Member).

Programme Management Responsibilities and Staff Resources

- 4.2 The Local Plan is recognised as being the key to delivering or enabling many of the Council's priorities and improvement actions associated with the Corporate Strategy. Close liaison between the planning service and other Council services, as well as external services and partner organisations, is essential to ensure that work is co-ordinated. An effective programme management approach to the preparation of the Local Plan Review will be implemented to ensure the delivery of the Plan in accordance with the timescales set out in this LDS.
- 4.3 Dedicated Officers are taking forward the preparation of Fareham's Local Plan Review and other planning documents.

Financial Resources

- 4.4 The Local Plan is a key Council Strategy which will facilitate the delivery or enable many of the Council's priorities and improvement actions.
- 4.5 Costs likely to be incurred in preparing the Local Plan Review have been estimated to inform the budget reports considered by the Executive on an annual basis.

Risk Assessment

- 4.6 The program management approach to be employed in the preparation of the Local Plan Review will enable continual review of the risks associated with the delivery of the Local Plan.
- 4.7 Particular risks facing the preparation of the Local Plan Review include staff retention and skills, political decision making, the capacity of outside agencies, major opposition from interested parties, legal challenge, further changes to the planning regulations or guidance, adequacy of budget provision and programme slippage. These risks are considered throughout the process of project management and are reviewed regularly.

MONITORING AND REVIEW

- 4.8 The Local Plan Review will be monitored through the Authority's Monitoring Report, which will be prepared and published following the collection of annual development

completions data.

- 4.9 If the monitoring report identifies the need for alterations, a revised LDS will be prepared to reflect this.

Appendices

- Appendix 1** Timeline for preparing the Fareham Local Plan Review, Statement of Community Involvement and the Authority Monitoring Report
- Appendix 2** Local Plan Review: Timetable of Key Milestones
- Appendix 3** Process of Preparing a Local Plan

Appendix 1

Timeline for preparing the Fareham Local Plan Review, Statement of Community Involvement and the Authority Monitoring Report

	2016			2017				2018				
	Summer	Autumn	Winter	Spring	Summer	Autumn	Winter	Spring	Summer	Autumn	W	
Fareham Local Plan Review 2016-2036	Preparation of Draft Plan (Reg 18)		Draft Plan Consultation (Reg 18)	Preparation of Publication Plan (Reg 19)		Publication Plan Consultation (Reg 19)	Submission of Plan (Reg 22)	Examination (Reg 23, 24, 25)			Adoption (Reg 26)	
Statement of Community Involvement	Draft	Consultation	Finalise & Adopt									
Authority Monitoring Report	Preparation		Publish				Preparation	Publish			Preparation	Publish

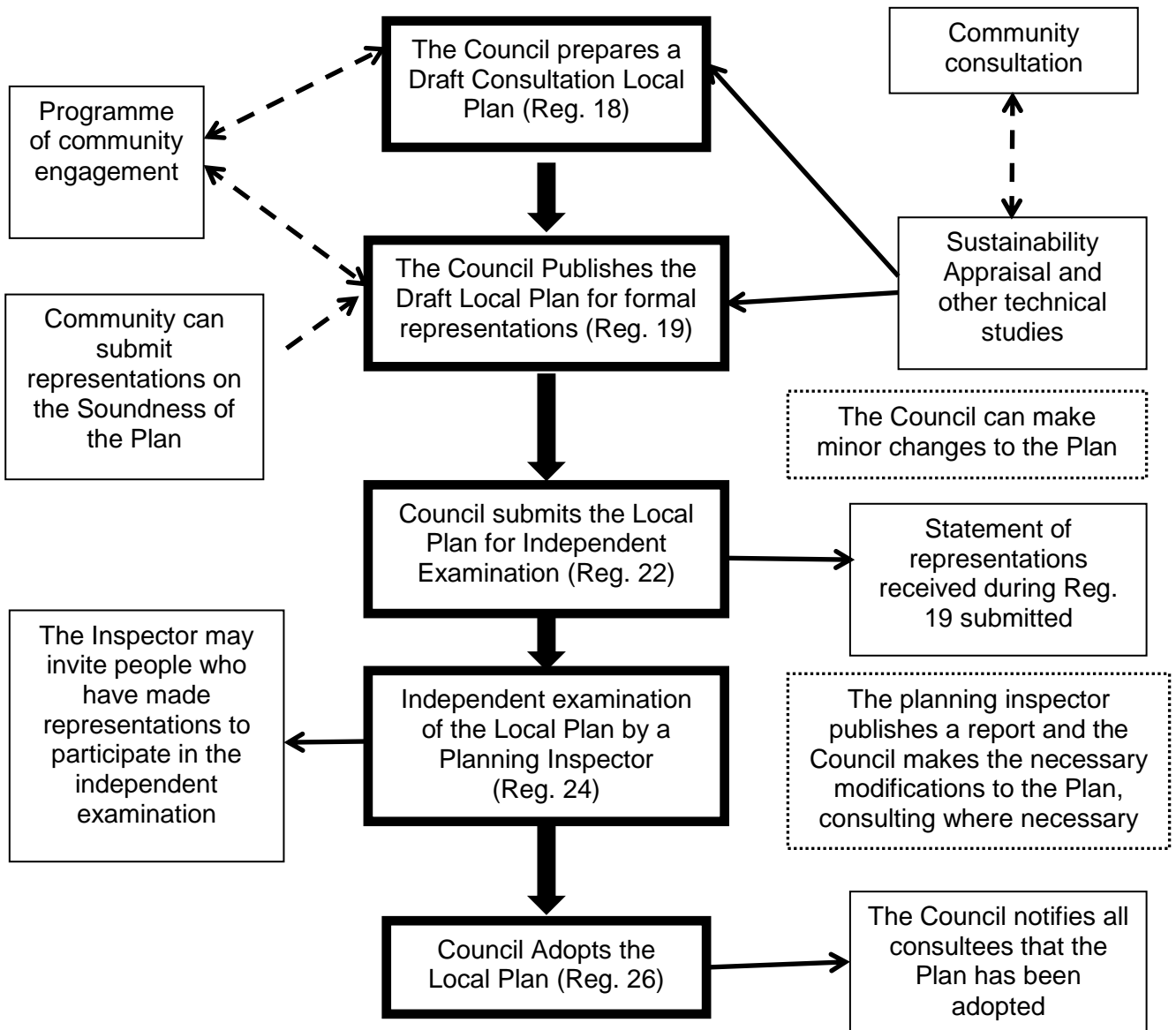
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Appendix 2

LOCAL PLAN REVIEW Timetable of Key Milestones		
Draft Plan: Regulation 18	Scoping contents of Local Plan Review and Sustainability Appraisal (SA). Commissioning and preparing new evidence.	July 2015 – July 2016
	Call for Sites to inform preparation of new SHLAA	November 2015 onwards
	Publication of Sustainability Appraisal Scoping Report for Consultation	February – March 2016
	Prepare Draft Local Plan and SA Report	Winter 2016 – Autumn 2016
	Consultation on Draft Plan site allocations and options and SA Report (6-8 weeks)	Winter 2016 - 2017
Publication Plan: Regulation 19	Collate consultation comments and prepare Publication Local Plan Review and Sustainability Appraisal	Winter 2017 – Summer 2017
	Public Consultation on Publication Plan and Sustainability Appraisal (minimum 6 weeks)	Summer 2017 – Autumn 2017
Submission Plan: Regulation 22	Collate consultation comments and submit Submission of Local Plan Review and evidence base to Secretary of State (for Examination)	Autumn 2017 – Winter 2017
Independent examination: Regulations 23, 24 and 25	Examination	Winter 2018 – Summer 2018
	Anticipated receipt of Inspectors Final Report	Summer 2018
Adoption: Regulation 26	Consideration of Local Plan Review for Adoption by FBC	Autumn 2018
Monitoring and review mechanisms	Monitoring of progress of LDS programme undertaken as part of the annual Authority Monitoring Report.	

Appendix 3

Process of Preparing a Local Plan



Glossary

Authority Monitoring Report (AMR) – a report on how the authority is performing with regard to meeting the timetables for the preparation of Local Plan documents and the performance of planning policies, with the identification of any remedial action to be taken if required.

Community Infrastructure Levy (CIL) - a planning charge that local planning authorities can impose on new developments in their area through the Community Infrastructure Levy Regulations 2010 that came into force on 6 April 2010. The money can be used to support development by funding infrastructure that has been identified by the Council and the local community.

Development Plan – the development plan sets out the parameters for all development in the Borough. It comprises the Local Plan (Parts 1, 2 and 3), and the Hampshire Minerals and Waste Plan.

Development Plan Document (DPD) - Development Plan Documents (DPDs) are planning policy documents which make up the Local Plan. They help to guide development within a local planning authority area by setting out the detailed planning policies, which planning officers use to make their decisions on planning applications. DPDs were introduced as part of the reforms made to the planning system through the Planning and Compulsory Purchase Act 2004. The Core Strategy (2011), Development Sites and Policies Plan (2015) and Welborne Plan (2015) are all defined as DPDs.

Evidence Base - studies that are informed by the local community, national policies and background information. An evidence base is the evidence that supports planning documents.

Habitat Regulations Assessment (HRA) - is a requirement of the Conservation of Habitats and Species Regulations 2010. It is an assessment of the likely significant effects of the plan on the nature conservation interests of European-protected areas. It seeks to establish whether or not there will be any adverse effects on the ecological integrity of these protected areas as a direct result of the proposals in a plan.

Local Development Document (LDD) – Local Development Documents are defined by the Town and Country Planning (Local Planning) (England) Regulations 2012 and include Local Plans, Supplementary Planning Documents (SPDs), the Statement of Community Involvement (SCI) and the Authority Monitoring Report (AMR).

Local Development Scheme (LDS) (*this document*) - A public statement / timetable of the Borough Council's programme for the production of Local Development Documents such as the Local Plan Review and Authority Monitoring Report.

Local Enterprise Partnership (LEP) - A statutorily established partnership between local authorities and businesses that play a key role in promoting local economic development.

Local Plan – spatial planning documents that have development plan status. They cover a range of policy areas that will undergo a process of consultation and are subject to Sustainability Appraisal and independent examination.

National Planning Policy Framework (NPPF)⁶ - sets out the Government's planning policies for England and how these are expected to be applied. It sets out the Government's requirements for the planning system and provides a framework, within which local people and their councils can produce their own distinctive local and neighbourhood plans.

Partnership for Urban South Hampshire - PUSH is a voluntary partnership of the unitary authorities of Portsmouth, Southampton and Isle of Wight; Hampshire County Council and district authorities of Eastleigh, East Hampshire, Fareham, Gosport, Havant, New Forest, Test Valley and Winchester. It has been established to deliver sustainable, economic-led growth and regeneration in south Hampshire.

Planning Practice Guidance (PPG)⁷ - produced by the government in March 2014, this replaces technical guidance that accompanied PPGs and PPSs.

Regulations - The regulations set out detailed requirements for the local planning authority to follow in carrying out their duties under the relevant Acts.

Statement of Community Involvement (SCI) – describes how the Council intends to involve the community in the preparation and review of planning documents. It also provides details of how the Council and developers should consult during the preparation and consideration of planning applications.

Strategic Environmental Assessment (SEA) – an internationally used term to describe the environmental assessment to be applied to plans, policies and programs to ensure a high level of protection of the environment. This is derived from European Directive 2001/42/EC.

Supplementary Planning Document (SPD) – Provides additional guidance and detail to development plan policies for a specific area or a specific topic but is not part of the development plan.

Sustainability Appraisal (SA) – An appraisal of the economic, social and environmental impacts of policies and proposals. It incorporates Strategic Environmental Assessment (SEA) – see below. The SA Scoping Report identifies the information needed for the appraisal, and describes the methodology for undertaking sustainability appraisal.

Sustainable Development – development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

Town & Country Planning (Local Planning) (England) Regulations 2012 - Regulations which set out the statutory requirements for preparing local plans.

⁶ The NPPF is accessed at:

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

⁷ Planning Practice Guidance is accessed at: <http://planningguidance.planningportal.gov.uk/>

FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date 19 July 2016

Report of: Director of Planning and Regulation

Subject: REVIEW OF WORK PROGRAMME 2016/17

SUMMARY

At its meeting on 17 May 2016, the Planning and Development Policy Development and Review Panel agreed to a Work Programme for 2016/17.

RECOMMENDATION

Members are now asked to review the Work Programme for the year 2016/17.

INTRODUCTION

1. At the last meeting of the Panel on 17 May 2016, members agreed a Work Programme for 2016/17 which is attached as Appendix A.
2. Appendix B contains details of the outcomes from matters considered at the Panel meeting on 17 May 2016.
3. Appendix C contains details of the Planning and Development Executive Portfolio programme of items proposed to be reported to future meetings of both the Panel and the Executive.

RISK ASSESSMENT

4. There are no significant risk considerations in relation to this report

CONCLUSION

5. The Panel is invited to:-
 - (a) review and agree the proposed Work Programme for 2016/17;
 - (b) review the outcomes from matters considered at the Panel meeting on 17 May 2016; and
 - (c) note the Planning and Development Executive Portfolio work programme for 2016/17.

APPENDICIES:

Appendix A – Proposed Work Programme for 2016/17

Appendix B – Outcomes from matters considered at the meeting on 17 May 2016

Appendix C – Planning and Development Executive Portfolio work programme for 2016/17 as at 06 July 2016

Background Papers:

None

Reference Papers:

Planning and Development Policy Development and Review Panel 17 May 2016 - Minutes

Enquiries:

For further information on this report please contact Richard Jolley, Director of Planning and Regulation. (Ext 4388)

APPENDIX A

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL -
WORK PROGRAMME FOR 2016/17**

<u>MEETING DATES FOR 2016/17</u>	<u>ITEMS</u>
17 May 2016	<p>Presentation on Introduction to Portfolio Services</p> <p>Conservation Services Casework Presentation - WITHDRAWN</p> <p>Review of the Work Programme 2016/17</p>
19 July 2016	<p>Local Development Scheme</p> <p>Review of the Work Programme 2016/17</p>
6 September 2016	<p>Statement of Community Involvement: Draft for Consultation</p> <p>Review of the Work Programme 2016/17</p>
8 November 2016	<p>Annual Monitoring Report</p> <p>Review of the Work Programme 2016/17</p>
10 January 2017	<p>Performance Review: Building Control Partnership</p> <p>Preliminary Review of the Work Programme 2016/17 and Draft Work Programme 2017/18</p>
28 February 2017	<p>Performance Review: Tree Service and Strategy Action Plan</p> <p>Final Review of Work Programme 2016/17 and Draft Work Programme 2017/18</p>

Unallocated Items:

Draft Conservation Area Character Appraisals

**STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW PANEL PROGRESS ON ACTIONS
SINCE LAST MEETING ON 17 MAY 2016**

Date of Meeting	17 May 2016
Subject	INDUCTION TO PORTFOLIO SERVICES - PRESENTATION
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from the Director of Planning and Regulation and the Head of Planning Strategy and Regeneration on an Induction to the Planning and Development Portfolio Services.</p> <p>The presentation gave an overview of the services within the Planning and Development Portfolio, highlighting key areas within those services to the Panel, which included;</p> <ul style="list-style-type: none"> • Planning Strategy – outlined the key objectives to maintain up to date policies through the Local Plan Review ensuring the Council can plan for new housing, employment and business needs. • Regeneration - currently focussing on the Fareham Town and Portchester District Visions, with drafts for both of these intended to be taken to the Executive in Autumn 2016 September. • Parking Strategy/Transport Liaison – including the work to develop the parking strategy, local policy and parking charges, together with liaison work with relevant bodies on local strategic transport issues. • Welborne Delivery – outlined the Vision for Welborne set out in the Local Plan and the key components of the Council's Welborne Delivery Strategy going forward. • Tree Services – provided an overview of service delivery including the role of the Tree Strategy. • Conservation Services – outlined the role of character area assessments and Article 4 directions progressed for conservation areas, along with work in relation to the scheduling of statutorily and locally listed buildings. • Coastal Management – services provided through the Eastern Solent Coastal Partnership including the key priorities over the next 18 months. • Building Control – services provided through the Building Control Partnership (BCP) which currently includes Fareham, Gosport Borough and Portsmouth City Councils and key priorities going forward. <p>At the request of Members, the Chairman asked the Director of Planning and Regulation to circulate more information on the details of the Portchester to River Hamble Coastal Management Strategy to Panel Members.</p>

	It was AGREED that the Director of Planning and Regulation and the Head of Planning Strategy and Regeneration be thanked for a very informative presentation.
Outcome	Officers thanked for an informative presentation
Link Officer	Richard Jolley
<u>Subject</u>	CONSERVATION SERVICES - PRESENTATION
Type of Item	Presentation
Action by Panel	Removed from agenda and work programme
Outcome	Removed from agenda and work programme
Link Officer	Lee Smith
<u>Subject</u>	PLANNING AND DEVELOPMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Planning and Regulation which reviewed the work programme for 2016/17.</p> <p>The Chairman requested that an update be provided to the Panel by officers detailing the progress of the Tree Warden Scheme in advance of the Panel meeting on 28 February 2017, when the Panel is scheduled to receive a report on Performance Review: Tree Service and Strategy Action Plan.</p> <p>It was AGREED that, subject to an update on the Tree Warden Scheme being brought forward, the Panel:-</p> <ul style="list-style-type: none"> (a) noted the proposed work programme for 2016/17; (b) reviewed the outcomes from the matters considered at the last panel meeting on the 01 March 2016; and (c) noted the Planning and development executive Work Programme for 2016/17.
Outcome	Report noted
Link Officer	Richard Jolley

Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Key Decision	Author
Planning & Development PDRP	Planning and Development		Introduction to Portfolio Services	Presentation	17/05/2016	No	Richard Jolley
Planning & Development PDRP	Planning and Development	Development Management	Conservation Services: Caseload - WITHDRAWN	Presentation	17/05/2016	No	Mike Franklin
Executive	Planning and Development	Welborne	Delivery of Welborne: Detailed programme & costs and interim Governance Review	Report	11/07/2016	Yes	Richard Jolley
Executive	Planning and Development	Coastal Management	Portchester to Paulsgrove Coastal Defence Scheme: Award of Tender	Report	11/07/2016	Yes	Lyll Cairns
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Local Development Scheme	Report	19/07/2016	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Local Development Scheme: Approval	Report	05/09/2016	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Fareham (Town Centre) Regeneration Vision: For Consultation	Report	05/09/2016	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Portchester (District Centre) Regeneration Vision: For Consultation	Report	05/09/2016	No	Claire Burnett
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Statement of Community Involvement: Draft for Consultation	Report	06/09/2016	No	Claire Burnett
Executive	Planning and Development	Coastal Management	Hill Head Coastal Protection Project: Phase I - Proposals	Report	11/07/2016	Yes	Lyll Cairns
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Annual Monitoring Report	Report	08/11/2016	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Fareham (Town Centre) Regeneration: Vision – For Approval	Report	05/12/2016	Yes	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Portchester (District Centre) Regeneration: Vision – for Approval	Report	05/12/2016	Yes	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Statement of Community Involvement: For Approval	Report	05/12/2016	No	Claire Burnett

Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Key Decision	Author
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Local Plan Review: for Consultation	Report	05/12/2016	Yes	Claire Burnett
Planning & Development PDRP	Planning and Development	Building Control	Performance Review: Building Control Partnership	Report	10/01/2017	No	John Shaw
Planning & Development PDRP	Planning and Development	Development Management	Performance Review: Tree Service and Strategy Action Plan	Report	28/02/2017	No	Lee Smith
Executive	Planning and Development	Coastal Management	Hill Head Coastal Protection Project: Phase 2 – Preferred Option	Report	06/03/2017	Yes	Lyll Cairns
Ind Exec Member	Planning and Development	Coastal Management	Hill Head Coastal Protection Project: Phase 1 – Award of Tender	Report	TBC	Yes	Lyll Cairns
Ind Exec Member	Planning and Development	Coastal Management	Hill Head Coastal Protection Project: Phase 2 – Award of Tender	Report	TBC	Yes	Lyll Cairns
Ind Exec Member	Planning and Development	Development Management	Article 4 Direction - Titchfield	Report	TBC	No	Lee Smith
Ind Exec Member	Planning and Development	Development Management	Article 4 Direction - Wallington	Report	TBC	No	Lee Smith