

West Sussex Minerals and Waste Development Scheme 2021-2024

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1. Introduction

1.1 Minerals and Waste Local Plans

- 1.1.1 This Minerals and Waste Development Scheme (MWDS) sets out the minerals and waste policy documents that West Sussex County Council (WSCC) proposes to prepare, and the existing plans it intends to save, over the next three years. It should be noted that the South Downs National Park Authority (SDNPA) became responsible for minerals and waste planning in the Park area from 1 April 2011. Therefore, the County Council's responsibilities are for the parts of West Sussex outside the South Downs National Park.
- 1.1.2 The West Sussex MWDS is a statutory document that sets out how the County Council will prepare minerals and waste local plans and other policy documents over a rolling three-year period. It serves two purposes:
- It provides the starting point for the local community to find the County Council's minerals and waste planning policies. It does this by identifying the current documents that form part of the statutory 'development plan' for that area.
 - It sets out the programme for the preparation of the new local plans and other policy documents and tells people when the various stages will be carried out.
- 1.1.3 With regard to the first purpose, the West Sussex Structure Plan 2001-2016 (adopted in 2004) set out strategic planning policies for minerals and waste. Although it no longer forms part of the statutory development plan, it may still be a material consideration in decision-making for some planning applications until it is overridden by new development plan documents. The adopted [West Sussex Joint Minerals Local Plan](#) (JMLP) sets out detailed planning policies for minerals together with site-specific allocations. The [West Sussex Waste Local Plan](#) (WLP) sets out detailed planning policies for waste together with site-specific allocations.
- 1.1.4 With regard to the second purpose, WSCC will not be preparing a new local plan during the period covered by this Scheme. The MWDS does set out timetables for the preparation of the Annual Monitoring Report (AMR) and the Local Aggregates Assessment (LAA), and sets out when reviews of the adopted Plans will take place, in line with national policy requirements.
- 1.1.5 As the MWDS is a 'living' document, it will be reviewed and rolled forward on an annual basis to take account of progress on the programme and monitoring of the evidence base and adopted policies. It will also need to be revised each time new documents are prepared or the timetable for the preparation of a document is significantly revised.
- 1.1.6 Figure 1 illustrates the relationship between the various West Sussex policy documents.

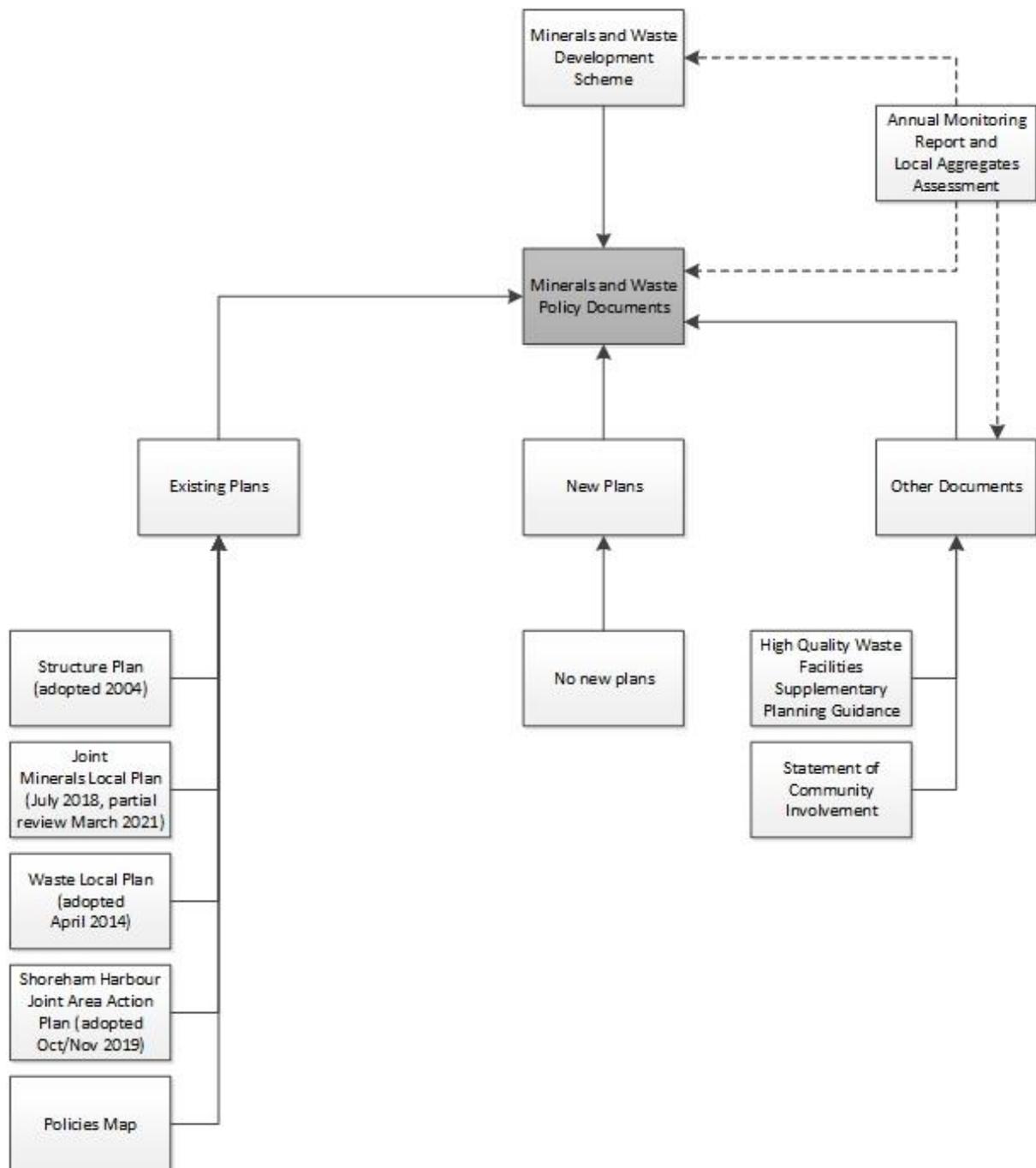


Figure 1: West Sussex Minerals and Waste Policy Documents (2021-2024)

2. Existing Plans and Policy Documents

2.1 West Sussex Structure Plan 2001-2016

2.1.1 The West Sussex Structure Plan 2001-2016 was adopted in October 2004. It set out the County Council's vision, objectives, and strategy for strategic land-use planning in West Sussex, including minerals and waste, and provided the strategic policy framework for development management and the preparation of local plans/local development frameworks. Although the Structure Plan no longer forms part of the statutory development plan, it may still be a material consideration in decision-making for some planning applications until it is overridden by development plan documents produced by the district and borough councils and the SDNPA.

2.2 West Sussex Joint Minerals Local Plan July 2018 (Partial Review March 2021)

2.2.1 The JMLP, prepared jointly with the SDNPA, was adopted in July 2018. The JMLP covers the period to 2033, is consistent with the National Planning Policy Framework (NPPF), and takes account of the need to contribute appropriately to national, regional, and local mineral requirements at acceptable social, environmental, and economic costs.

2.2.2 The JMLP sets out:

- a county-wide vision, strategic objectives, and a monitoring and implementation framework – a key diagram will illustrate the strategy in diagrammatic form;
- a strategic mineral site allocation required for achieving a steady and adequate supply of minerals;
- mineral safeguarding areas and safeguarded mineral infrastructure, such as wharves and railheads;
- criteria-based policies that deal with specific types of mineral development; and
- generic development management policies.

2.2.3 A Soft Sand Review of the JMLP was required following adoption of the Plan in July 2018. The partial review resulted in revisions to Policies M2 and M10 of the JMLP, in relation to the supply strategy for soft sand and the allocation of three sites for future extraction. The formal changes to the Plan were adopted in March 2021.

2.3 West Sussex Waste Local Plan (2014)

2.3.1 The WLP, which was prepared jointly with the SDNPA, was adopted in April 2014. It covers the period to 2031 and clearly sets out:

- a county-wide vision, strategic objectives, a spatial strategy for waste planning, and a monitoring and implementation framework – a key diagram illustrates the strategy;

- strategic waste site allocations that are central to achieving the strategy;
 - criteria-based policies that deal with specific types of waste development; and
 - generic development management policies.
- 2.3.2 The WLP was prepared to be consistent with national policy. It is also compliant with the requirements in the EU Waste Framework Directive (WFD). The WLP is a material consideration in the determination of planning applications and part of the statutory development plan for West Sussex.
- 2.3.3 Regulation 10A of the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017 requires that local plans are assessed no later than five years from adoption to determine whether they remain relevant and effective.
- 2.3.4 Accordingly, formal assessment of the WLP was undertaken in early 2019, which determined that the WLP continued to be relevant and effective; therefore, a formal review of the Plan was not required at that time. In line with the regulations, a new assessment will be undertaken in 2024, or earlier if monitoring of the plan or significant changes to national policy trigger a review in advance of the five-year period (five years from 2019).

2.4 Policies Map

- 2.4.1 The Policies Map, which is held by the district and borough councils and SDNPA, shows all the areas of protection, such as the South Downs National Park, Areas of Outstanding Natural Beauty, and nature designations. It also illustrates the allocations and safeguarded areas/sites in the JMLP and WLP.
- 2.4.2 The Policies Map will be revised as and when new plans are adopted, to illustrate the spatial extent of policies. It will also be updated whenever designation boundaries change, for instance if a new Site of Special Scientific Interest is created.

2.5 Statement of Community Involvement (Third Review)

- 2.5.1 The [Statement of Community Involvement](#) (SCI): Third Review was adopted in October 2018. It is the formal statement of the County Council's policy for involving interested parties in preparing local plans and for consulting on planning applications. The preparation of all new plans and consultation on planning applications has to comply with the SCI.
- 2.5.2 In accordance with Regulation 10A of the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017, the SCI (second review) was reviewed and updated in 2018. The updated SCI includes information for giving advice or assistance to neighbourhood planning groups as required by the Regulations.

2.6 Shoreham Harbour Joint Area Action Plan

- 2.6.1 Shoreham Harbour was identified within both the Adur Local Plan and Brighton & Hove City Plan as a broad location for a significant amount of new jobs, homes, and leisure facilities to secure the regeneration of the Shoreham Harbour area.
- 2.6.2 To help deliver this regeneration and associated infrastructure, the Shoreham Harbour Regeneration Partnership produced a Joint Area Action Plan. The partnership consists of the local planning authorities of Adur District Council, Brighton & Hove City Council, and West Sussex County Council, working with Shoreham Port Authority. The partnership also works closely with other relevant bodies, such as the Environment Agency. The safeguarding of wharves in the Harbour for the movement of minerals and waste materials was addressed within the adopted JMLP.
- 2.6.3 Following examination, the three Authorities adopted the Shoreham Harbour Joint Area Action Plan in October 2019. It now forms part of the statutory development plan for the area and used for the determination of planning applications.

3. New Plans

3.1 Background

- 3.1.1 In May 2011, the County Council took the decision to prepare, jointly with the SDNPA, separate waste and mineral local plans for the county. Priority was given to the preparation of a county-wide 'Waste Local Plan' (see section 2.3) with the separate county-wide 'Minerals Local Plan' to be prepared at a later date. The Waste Local Plan was adopted in April 2014 and the Joint Minerals Local Plan adopted in July 2018, and a partial review adopted in March 2021.
- 3.1.2 As Minerals and Waste Planning Authority, WSCC has two sound and adopted local plans; therefore, no new plans will be prepared during the next three-year period. Circumstances may change if annual monitoring of the performance of the plans' policies indicates an early review is required. If a formal review is necessary, a timetable will be set out in future development schemes.

4. Other Documents

4.1 High Quality Waste Facilities Supplementary Planning Document

- 4.1.1 The High Quality Waste Facilities Supplementary Planning Document (HQWF SPD) was adopted by the County Council in December 2006. It provides guidance on how new waste facilities can be integrated with other land uses with minimum conflict and how high quality design can minimise the environmental and visual impact of such facilities.
- 4.1.2 It supplements Policy DEV1 (High Quality Development) in the adopted Structure Plan and is linked to Policy W12 in the Waste Local Plan. It is consistent with current Government guidance.

4.2 Annual Monitoring Report

- 4.2.1 The Council produces an Annual Monitoring Report (AMR) that sets out its progress in achieving set goals over the previous year (April to March). The AMR includes the following:
- whether the targets and indicators in plans have been achieved;
 - what impact the policies are having on national, regional, and local targets; and
 - whether the policies need adjusting or replacing; and if policies need to be amended, suggested actions for achieving this.

4.3 Local Aggregates Assessment

- 4.3.1 The Council is required to produce an annual Local Aggregates Assessment (LAA), which is published around the same time as the AMR. The purpose of the LAA is to:
- forecast demand for aggregates based on past aggregate sales and other relevant local information;
 - provide an analysis of all aggregate supply options; and
 - assess the balance between supply and demand of aggregates.
- 4.3.2 The LAA forms one of the key monitoring tools for the JMLP, allowing the County Council to plan for a steady and adequate supply of aggregates.

Appendix A: Document Profiles

Local Plans et al

West Sussex Waste Local Plan (2014)

Document Details

Role and subject: The Waste Local Plan (WLP) contains an overall vision setting out the role that waste development will play in shaping the future of West Sussex (including the parts of the South Downs National Park that lie within the county). The Plan was prepared jointly with the South Downs National Park Authority (SDNPA) and adopted in April 2014.

It sets out strategic objectives which contain more detail on the key issues for waste for the area and how these will be addressed through the Plan period. The WLP sets out a spatial strategy and core policies which will achieve the objectives and deliver the vision.

The document allocates strategic waste sites that are central to achieving the strategy. Strategic waste sites include key sites serving a county-wide need and capable of accommodating a substantial proportion of new waste management facilities needed in West Sussex.

The WLP includes a limited suite of use-specific and generic development management policies. It also contains clear guidance on implementation and monitoring to ensure delivery of the strategy.

Time period covered: 2012-2031.

Geographic coverage: West Sussex (including the area covered by the South Downs National Park).

Status: Adopted in April 2014. Assessed in early 2019 and considered to be relevant and effective; no formal review required. Part of the statutory 'development plan'.

Conformity/consistency: Consistent with National Planning Policy Framework (NPPF) and other national policy and guidance.

Timetable

Not applicable.

Monitoring and Review

Monitoring: The Annual Monitoring Report (AMR) will assess the impact the policies are having on national and local targets; whether the adopted policies need adjusting or replacing; and, if policies need to be amended, suggested actions for achieving this.

Date of review: Formal assessment of relevance and effectiveness in 2024.

Arrangements for Review

Organisational lead: Team Manager (Planning Policy and Infrastructure).

Management arrangements: Consultation with Head of Planning Services and Director of Highways, Transport, and Planning. Discussions with Minerals and Waste Lead and Director of Planning at the SDNPA.

Political management: Discussion with Cabinet Member. The SDNPA has separate governance arrangements.

Internal resources: Principal Planner x 1 (together with officer support from the SDNPA).

External resources: Not applicable.

Stakeholders/community involvement: Not applicable.

West Sussex Joint Minerals Local Plan (July 2018, partial review March 2021)

Document Details

Role and subject: The Joint Minerals Local Plan (JMLP), prepared jointly with the South Downs National Park Authority, contains an overall vision setting out the role that minerals development will play in shaping the future of West Sussex (including the parts of the South Downs National Park that lie within the County).

It sets out strategic objectives that contain more detail on the key issues for minerals for the area and how these will be addressed. The JMLP sets out a spatial strategy and core policies that will achieve the objectives and deliver the vision.

The document allocates four strategic mineral sites, central to achieving the strategy. Measures are included to safeguard suitable mineral resources, wharves and railheads, and other minerals infrastructure sites.

The JMLP includes a limited suite of use-specific and generic development management policies. It will also contain clear guidance on implementation and monitoring to ensure delivery of the strategy.

The Policies Map (held by the Local Planning Authorities) has been updated to illustrate the spatial extent of policies.

Time period covered: From adoption to 2033.

Geographic coverage: West Sussex (including the area covered by the South Downs National Park).

Status: Adopted and part of the statutory 'development plan'.

Conformity/consistency: Consistent with NPPF and other national policy and guidance.

Timetable

Not applicable.

Monitoring and Review

Monitoring: The AMR will assess whether targets and indicators have been achieved; what impact the policies are having on national and local targets; whether the adopted policies need adjusting or replacing; and, if policies need to be amended, suggested actions for achieving this. The Local Aggregates Assessment (LAA) sets out a forecast of future demand, and sets out the annual supply position, against which proposals for new aggregate development are considered.

Date of review: By July 2023.

Arrangements for Review

Organisational lead: Team Manager (Planning Policy and Infrastructure).

Management arrangements: Consultation with Head of Planning Services and Director of Highways, Transport and Planning. Discussions with Minerals and Waste Lead and Director of Planning at the SDNPA.

Political management: Discussion with Cabinet Member. The SDNPA has separate governance arrangements.

Internal resources: Principal Planner x 1 (together with officer support from the SDNPA).

External resources: Not applicable.

Stakeholders/community involvement: Not applicable.

Shoreham Harbour Joint Area Action Plan

Document Details

Role and subject: Shoreham Harbour has been identified as a broad location for change by the local planning authorities; aspirations for regeneration have been supported by various local and national government regeneration initiatives. To help deliver the regeneration of the Harbour and associated infrastructure, Adur District Council, Brighton & Hove City Council and West Sussex County Council, are working with relevant agencies (Homes England and the Shoreham Port Authority) to deliver a Joint Area Action Plan for the area.

Time period covered: To 2032.

Geographic coverage: Shoreham Harbour – part within West Sussex (Adur District) and part within the City of Brighton & Hove.

Status: Adopted and part of the statutory 'development plan'.

Conformity/consistency: Consistent with national policy and guidance. Conformity with West Sussex and South Downs Minerals and Waste Local Plans, East Sussex, South Downs and Brighton & Hove Waste and Minerals Local Plans, Brighton & Hove City Plan Part One DPD, and Adur Local Plan DPD.

Timetable

Not applicable.

Monitoring and Review

Monitoring: The AMRs of the relevant authorities will assess whether targets and indicators have been achieved; what impact the policies are having on national and local targets; whether the adopted policies need adjusting or replacing; and, if policies need to be amended, suggested actions for achieving this.

Date of review: By November 2024.

Partnership Working Arrangements

Organisational lead: Adur District Council.

Management arrangements: Partnership working involving Adur District Council, Brighton & Hove City Council, and West Sussex County Council working with relevant agencies and Shoreham Port Authority. Joint Local Authority Leaders Board supported by Project Board with Planning Policy and other sub-groups.

Other Policy Documents

West Sussex High Quality Waste Facilities SPD

Document Details

Role and subject: Provides guidance on how new waste facilities can be integrated with other land uses with minimum conflict and how high quality design can minimise the environmental and visual impact of such facilities. Supplements Policy DEV1 (High Quality Development) in the West Sussex Structure Plan 2001-2016 and Policy W12 in the West Sussex Waste Local Plan.

Time period covered: Not applicable.

Geographic coverage: West Sussex.

Status: Adopted 22 December 2006.

Conformity/consistency: Consistent with NPPF and other national policy and guidance. General conformity with Policy DEV1 of the West Sussex Structure Plan 2001-2016.

Timetable

Not applicable.

Monitoring

Monitoring: The AMR will assess what impact the SPD is having on local decision-making and whether it needs to be adjusted or replaced; and the suggested actions for achieving this.

Date of review: TBC

Arrangements for Review

Organisational lead: Team Manager (Planning Policy and Infrastructure).

Management arrangements: Consultation with Head of Planning Services.

Political management: Not applicable.

Internal resources: Senior Planner.

External resources: Not applicable.

Stakeholders/community involvement: Not applicable.

Annual Monitoring Report

Document Details

Role and subject: Identifies whether the Council has met the targets and milestones set out in the profiles of the new policy documents; if the Council has fallen behind the scheduled timescales, and the reasons for this; and if there is a

need to update the Scheme. Also assesses whether targets and indicators have been achieved; what impact the policies are having on national, regional, and local targets; whether the adopted policies need adjusting or replacing; and, if policies need to be amended, suggested actions for achieving this.

Time period covered: April-March, annually.

Geographic coverage: West Sussex.

Status: To be prepared on annual basis.

Consistency/conformity: In conformity with the Government guidelines.

Timetable

Preparation: April-December each year.

Publication: Around April each year.

Date of review: Annually.

Arrangements for Production

Organisational lead: Team Manager (Planning and Transport Policy).

Management arrangements: Consultation with Head of Planning Services.

Political management: Not applicable.

Internal resources: Senior Planner, plus administrative/technical support.

External resources: Time input from industry.

Stakeholders/community involvement: None.

Local Aggregates Assessment

Document Details

Role and subject: Sets out a forecast of the demand for aggregates, provides analysis of supply options, and provides an assessment of the balance between supply and demand. The LAA provides information to support decision making for aggregate related proposals.

Time period covered: To 2033.

Geographic coverage: West Sussex.

Status: To be prepared on annual basis.

Consistency/conformity: In conformity with the Government guidelines.

Timetable

Preparation: April-November each year.

Publication: Following Aggregate Working Party scrutiny.

Date of Review: Annually.

Arrangements for Production

Organisational lead: Team Manager (Planning Policy and Infrastructure).

Management arrangements: Consultation with Head of Planning Services.

Political Management: Not applicable.

Internal resources: Principal Planner, administrative/technical support.

External resources: SDNPA officers and time input from industry.

Stakeholders/community involvement: Consultation on draft with key stakeholders including South East mineral planning authorities and the South East England Aggregates Working Party.

Statement of Community Involvement (Third Review)

Document Details

Role and subject: The SCI is the formal statement of the County Council's policy for involving interested parties in preparing local plans and for consulting on planning applications. The preparation of all new plans and consultation on planning applications has to comply with the SCI.

Time period covered: Not applicable.

Geographic coverage: West Sussex.

Status: Adopted October 2018.

Consistency/conformity: Consistent with Regulations and corporate consultation guidelines.

Timetable: Not applicable.

Monitoring and Review

Monitoring: As part of annual business planning.

Date of review: No later than 2023.

Arrangements for Review

Organisational lead: Team Manager (Planning and Transport Policy).

Management arrangements: Consultation with Head of Planning Services. Discussions with Minerals and Waste Lead at the SDNPA.

Political management: Consultation with Cabinet Member about draft review and decision at adoption stage.

Internal resources: Senior Planner, plus administrative/technical support.

External resources: Not applicable.

Stakeholders/community involvement: Formal consultation on draft review.

Appendix B: Preparation Timetable

Minerals and Waste Development Scheme

Year:	2021												2022												2023												2024											
Stage	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Review and Revision/Roll Forward	X	X	-	-	-	-	-	-	-	-	-	-	X	X	-	-	-	-	-	-	-	-	-	-	X	X	-	-	-	-	-	-	-	-	-	-	X	X	-	-	-	-	-	-	-	-	-	-
Approval and Publication – subject to Cabinet Member approval	-	-	-	=	-	X	-	-	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-

Annual Monitoring Report and Local Aggregates Assessment

Year:	2021												2022												2023												2024											
Stage	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Preparation	-	-	-	X	X	X	X	X	X	X	X	X	-	-	-	X	X	X	X	X	X	X	X	X	-	-	-	X	X	X	X	X	X	X	X	X	-	-	-	X	X	X	X	X	X	X	X	X
Publication	-	X	X	-	-	-	-	-	-	-	-	-	X	X	X	-	-	-	-	-	-	-	-	-	X	X	X	-	-	-	-	-	-	-	-	-	X	X	X	-	-	-	-	-	-	-	-	-

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