



Local Plan

Local Development Scheme

Effective Date 16 October 2015



CONTENTS

1. INTRODUCTION

The Purpose of the Local Development Scheme	1
The Development Plan (Current) – Diagram 1	1
The Development Plan (Future) – Diagram 2	3
Other Documents	6
Risk Assessment	7

2. PREPARING A DEVELOPMENT PLAN DOCUMENT 10

3. DEVELOPMENT PLAN DOCUMENTS TO BE PREPARED

Site Allocations & Area Specific Policies	13
Felixstowe Peninsula Area Action Plan	14
Aligned or Joint Local Plan Review	16

APPENDIX 1	
OUTLINE OF OTHER DOCUMENTS TO BE PREPARED	17

APPENDIX 2	
TIMETABLE FOR DEVELOPMENT PLAN DOCUMENTS	18

1. INTRODUCTION

The Purpose of the Local Development Scheme

1. The requirement to prepare and maintain a Local Development Scheme (LDS) was introduced under the Planning and Compulsory Purchase Act 2004 (as amended). This document replaces the November 2012 version of the Local Development Scheme for Suffolk Coastal.
2. A Local Development Scheme (LDS) is a public statement of the Local Planning Authority's three-year programme to prepare the various Development Plan Documents that comprise the Local Plan for the District. The LDS also includes the subject matter and geographical coverage of each document and the timetable for their preparation and review. Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended) states that the scheme must specify:
 - The local development documents which are to be development plan documents;
 - The subject matter and geographical area to which each development plan document is to relate;
 - Which development plan documents (if any) are to be prepared jointly, with one or more other local planning authorities;
 - Any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee under section 29;
 - The timetable for the preparation and revision of development plan documents; and such other matters as are prescribed.
3. This LDS, primarily covers the three year period from 2015 to 2018 but where appropriate the timetable, for completeness, shows key milestones through to 2019. Whilst the purpose of the LDS has not changed from those produced earlier, the procedure for its adoption was amended as a result of the Localism Act 2011. Since then, the requirement for an LDS to be submitted to the Secretary of State has been dropped. The Secretary of State retains powers to direct changes, but is only able to use them for the purpose of ensuring effective plan coverage. It is down to the Local Authority to adopt its own document.
4. A key reason for updating the document now is to confirm the timetable, subject matter and geographic areas for the emerging Site Allocations and Area Specific Policies and the Felixstowe Peninsula Area Action Plan documents. This review also provides the opportunity to set the timetable for a full Local Plan review for the District in accordance with the Council commitment set down in the adopted Core Strategy (July 2013) to undertake an early review of that document.
5. The LDS will be kept under review. Progress in preparing the Local Plan documents will be monitoring through the Council's annually prepared Authority Monitoring Report (AMR) and will inform future revisions.

The Development Plan (Current) – Diagram 1

6. The **National Planning Policy Framework (March 2012) (the Framework)**, together with the **recently reviewed and republished Planning Policy for Traveller Sites (August 2015)**, provides the national context for the preparation of local and neighbourhood plans and is a material consideration when making decisions on planning

applications. Pages 37 - 44 (paragraphs 150 – 185) of the Framework specify the requirements for ‘Plan Making’. It has also introduced a presumption in favour of sustainable development for both plan making and decision taking (paragraph 14).

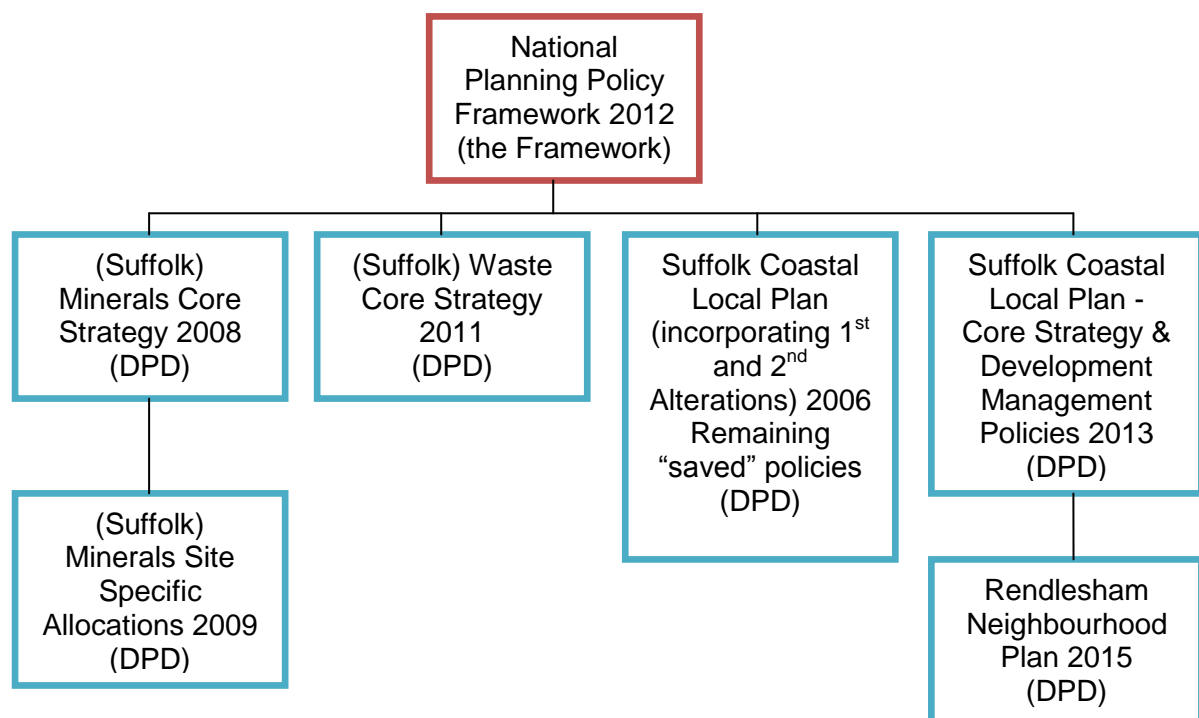
7. The Development Plan is the overarching term for all the adopted planning documents that set out policies and proposals for the development and use of land within the district, whether prepared by the District Council and Suffolk County Council as Local Plan documents or Town/Parish Councils through their Neighbourhood Plans. The Development Plan guides and informs day to day decisions as to whether or not planning permission should be granted for a specific proposal. In order to ensure that these decisions are rational and consistent, they must be considered against the Development Plan, after public consultation, and having proper regard to other material factors.
 8. Legislation in the form of the Planning and Compulsory Purchase Act 2004 paragraph 38(6) states that, if regard is to be had to the Development Plan for the purpose of the determination of planning proposals, the determination must be made in accordance with the plan unless material considerations indicate otherwise. Whilst Development Plans do not have to be rigidly adhered to, they do, nonetheless, provide a firm basis for rational and consistent planning decisions.
 9. The Development Plan requires regular updating to ensure that decisions can be made against up to date planning policies and future needs are planned for and delivered. It also needs to keep abreast of changes to the national planning and wider context. All these matters are relevant at the time this LDS has been produced.
 10. Since the 2012 LDS, the Suffolk Coastal Local Plan - Core Strategy and Development Management Policies document was adopted in July 2013. A legal challenge was made to the adoption of the Core Strategy. The legal issues did not resolve themselves until June this year, when the appellants request to be allowed to appeal to the Supreme Court was refused.
 11. In addition, good progress is being made on Neighbourhood Plans in the District and the Rendlesham Neighbourhood Plan was ‘made’ in March 2015. This plan now forms part of the current Development Plan for the District.
- “Saved” Policies - Suffolk Coastal Local Plan (incorporating 1st & 2nd Alterations)**
12. In 2007 the District Council obtained the approval of the Secretary of State to “save” certain policies contained in the Suffolk Coastal Local Plan 2006. This Local Plan was first adopted in 1994. A First Alteration was adopted in 2001 and the adoption of a Second Alteration (dealing with the specific subject of affordable housing) occurred in March 2006.
 13. These “saved” policies were to be retained until such time as they were replaced through the then new Local Development Framework plan making process introduced by the Government in 2004 (more recently reverted back to the term Local Plan.) Policies which were already out of date, for example housing allocations which had been built out, were abandoned at that time. Many “saved” policies have since been replaced through the adoption of the Core Strategy and Development Management Policies in July 2013. The policies which remain “saved” are still considered relevant and will remain in place until their formal replacement by the emerging Site Allocations and Area Specific Policies document, the Felixstowe Peninsula Area Action Plan and Neighbourhood Plans. In the same way, designations on the Proposals Map e.g. areas to be protected from development and town centre boundaries will also remain in force until otherwise superseded by Local Plan documents or Neighbourhood Plans.
 14. Some of these “saved” policies are supplemented by further advice and guidance known as Supplementary Planning Guidance. These are retained as guidance and are material

considerations in the determination of planning applications until replaced by Development Plan Documents or Supplementary Planning Documents (SPDs). There is no requirement for SPDs to be included within the LDS as they are not documents which are subject to independent examination. However, the Council has previously indicated that it intends to produce a number of such documents. A list is provided in Appendix 1 but the timetable for their production will depend on other work commitments associated with the Development Plan Documents.

Strategic Planning and the Duty to Co-operate

15. The Localism Act 2011 abolished Regional Spatial Strategies; the regional tier of planning Local Plans needed to be in conformity with. In January 2013 the East of England Plan was formerly revoked. So, since the last LDS 2012, the East of England Plan no longer forms part of the Development Plan for the District. In its place, a 'duty to co-operate' was introduced through the Localism Act 2011. This Act requires local planning authorities and other relevant bodies and organisations to work together constructively, actively and on an on-going basis on strategic, cross-boundary matters in the preparation of Development Plan Documents.
16. The current Development Plan for Suffolk Coastal is now as illustrated in Diagram 1. It highlights all those plans to which regard should be had in the determination of planning applications and for enforcement, including those documents relating to minerals and waste prepared by Suffolk County Council.

Diagram 1 – CURRENT DEVELOPMENT PLAN – SUFFOLK COASTAL



DPD = Development Plan Document

The Development Plan (Future) – Diagram 2

17. The Core Strategy and Development Management Policies (CS) is the first of the district council's Local Plan documents to be produced in this phase of plan making and it was adopted in July 2013.

Site Allocations and Area Specific Policies and the Felixstowe Peninsula AAP

18. The district council is currently preparing the Site Allocations and Area Specific Policies document and the Felixstowe Peninsula Area Action Plan. The LDS sets out the current timetable for these documents with adoption programmed for Autumn 2016. Together with the Core Strategy these three documents will comprise the new Local Plan for Suffolk Coastal. These plans, along with the Neighbourhood Plans being prepared, will assist in the delivery of the adopted Core Strategy policies and complete this phase of plan making.
19. As soon as these two Local Plan documents are adopted the proposals map (now known as the policies map) will be updated to reflect changes to site allocations, area specific policies or geographical designations that need to be illustrated spatially.

Neighbourhood Plans

20. The concept of Neighbourhood Plans (NP) is still relatively new and has been introduced under the Localism Act and subsequent regulations (Town and Country Planning, England – The Neighbourhood Planning (General) Regulations 2012). Unlike other development plan documents they are community (i.e. town/parish council led) rather than local authority led. The geographical extent of any Neighbourhood Plan could be a single town or parish, or a group of parishes if this is considered more appropriate. A Neighbourhood Plan can be a single issue plan or cover a wide range of issues. It is for the parish or town council to determine the issues to be covered in the plan through community consultation, taking into account that the plan needs to be in accordance with the district council's strategic planning policies i.e. the strategic policies in the adopted Core Strategy and Development Management Policies document. To ensure full plan coverage below the strategic policy level for the whole District, the district council will address those geographic and topic areas not covered by Neighbourhood Plans.
21. Rendlesham is the only 'made' Neighbourhood Plan (March 2015) to date in the District, having been awarded "front runner" status by the Department for Communities and Local Government (DCLG) in early 2012. Other town and parish councils with designated neighbourhood areas and making progress on a Neighbourhood Plan are Bredfield, Leiston, Melton, Great Bealings, Framlingham, Martlesham, Wenhaston with Mells and Woodbridge (with part of Martlesham). Where a town or parish council decides to undertake a Neighbourhood Plan, the district council has a 'duty to support' and has a specific role to play at certain stages of the process, as prescribed under the relevant regulations.
22. As Martlesham Parish Council have decided to prepare a Neighbourhood Plan for their area, the Council no longer propose to prepare the Martlesham, Newbourne and Waldringfield Area Action Plan as indicated in Core Strategy Policy CS20 and this has been removed from the Local Development Scheme. Instead the policy requirements will be addressed through the Site Allocations and Area Specific Policies document, The Martlesham Neighbourhood Plan and the planning application for the Adastral Park strategic growth area.

Aligned or Joint Local Plan Review

23. The adopted Core Strategy includes a commitment to an early review of the plan, commencing in 2015, in the light of the plan not seeking to deliver the full objectively assessed housing needs for the District. This LDS sets a timetable for that review with an adoption date of Nov/Dec 2019.
24. Strategic planning for the next period, after the current phase of Local Plan documents are adopted, is likely to be carried out through an aligned or joint Local Plan Review with the Ipswich Policy Area local planning authorities. East Suffolk has a joint Growth Plan for Suffolk Coastal and Waveney, but from an evidence based perspective the strategic

planning approach suggests the need for wider joint working, whilst being minded of the aspirations of the East Suffolk Growth Plan. Ipswich Borough, Mid Suffolk, Babergh and Suffolk Coastal are all likely to have more challenging housing figures to deliver in the future and with Ipswich Borough's boundary being tightly constrained the Councils need to work together to ensure that future needs for all types of development and infrastructure are met within the housing market area and functional economic area. Considerable joint working, including on the evidence base for this Local Plan Review, is already taking place through the Ipswich Policy Area Board. A Memorandum of Understanding will be prepared by the Ipswich Policy Area local planning authorities in 2015. This will commit them to continued joint working to:

- Agree objectively assessed housing need for the Ipswich Housing Market Area (the local authority areas of Ipswich Borough, Suffolk Coastal, Babergh and Mid Suffolk District Councils);
- Agree objectively assessed employment need for the Ipswich Functional Economic Area (also the local authority areas of Ipswich Borough, Suffolk Coastal, Babergh and Mid Suffolk District Councils);
- Identify broad locations to accommodate forecast growth;
- Ensure the implementation of any mitigation measures required as a result of Habitats Regulations Assessment; and
- Identify and prioritise infrastructure delivery across the four local authority areas.

25. At this stage the Memorandum of Understanding will set out the scope of joint working to take place, in order to secure the local planning authorities' commitment to a strategic approach to planning development. It is an agreement between the parties to carry out the work jointly. It will mark the beginning of a programme of work which will be needed to define and put in place the structures and mechanisms needed to deliver the above outcomes and secure political agreement, in consultation with communities. There are different models for how this can be achieved, such as establishing formal joint committees and preparing joint development plan documents, or collaborating on evidence gathering and a strategic approach which is then reflected in individual authorities' plans. No decision has been taken on which mechanism would be most appropriate for a future Local Plan Review. The key objective will be to ensure that strategic policies are consistent across the local authorities. In addition, each local authority will have non strategic locally specific policies covering a range of topic areas, which will need to be considered and included in appropriate documents. The timetable has been set taking into account the current workload commitments of all the local planning authorities involved.

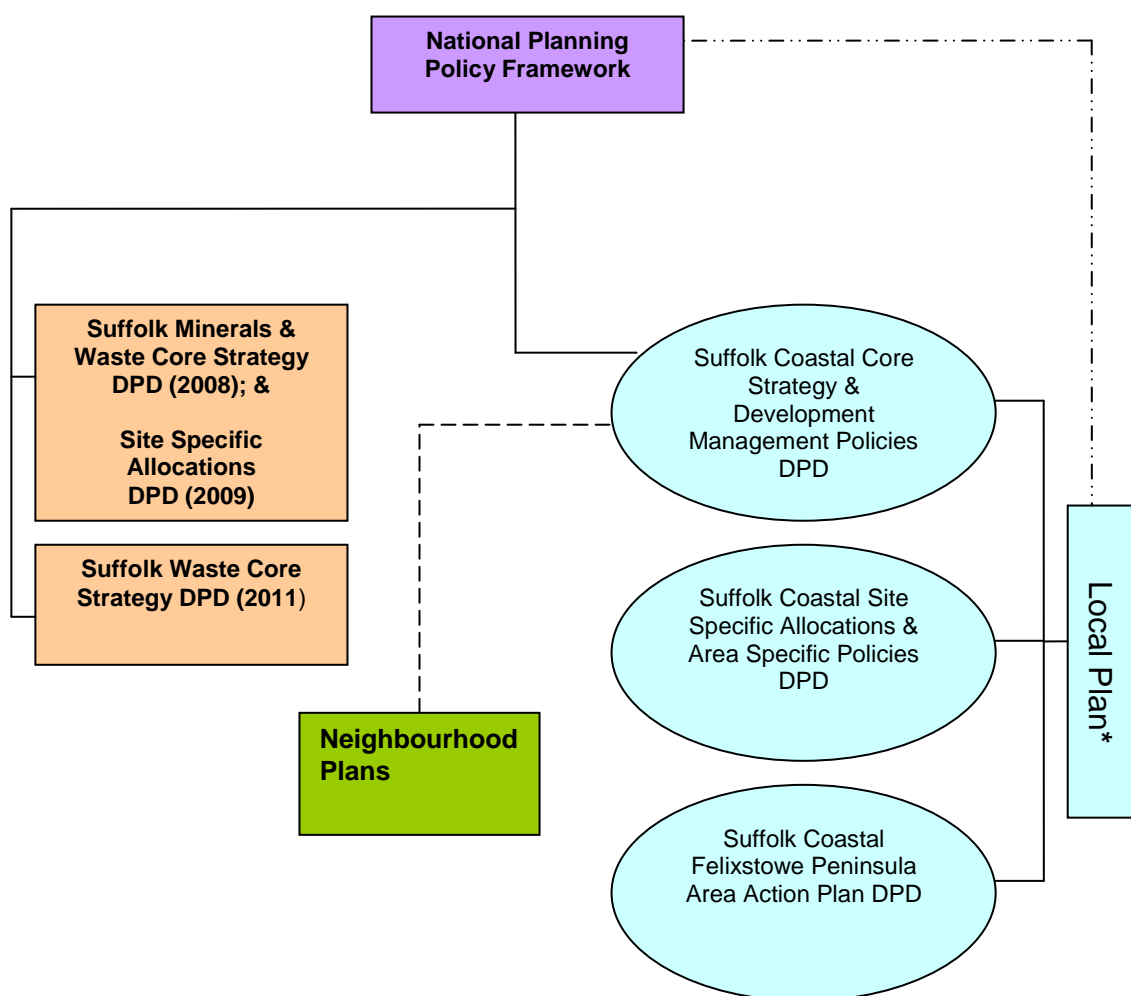
Gypsies and Travellers

26. In Suffolk there are currently no transit/short stay stopping sites. In January 2013, Suffolk Public Sector Leaders agreed that there is a need to provide three (eight pitch) short stay stopping sites across Suffolk based on historical and geographical evidence, to help to manage unauthorised encampments and provide for visiting households. A short stay stopping site is a permanent site intended for temporary use by Gypsies and Travellers. The length of stay generally varies between 28 days and three months.
27. Suffolk County Council is leading the project, in collaboration with the all the Suffolk local authorities, to deliver the three sites through the planning system by the end of 2016. It is considered that a Development Plan Document would take considerably longer to take through its statutory steps and would still require a planning application to be submitted and approved before any development took place. There is robust evidence for the scale of provision proposed (3 x 8 double pitch sites) and each local planning authority has strategic policies in place against which the applications could be determined.
28. In the light of this County wide project the proposed Gypsy, Traveller and Showpeople Site Specific Allocations document has been removed from the Suffolk Coastal Local Development Scheme. The position will be kept under review and should it become

necessary, Gypsy and Traveller site issues will be picked up as work progresses on the joint or aligned Local Plan Review.

29. Details of each of the development plan documents to be produced by Suffolk Coastal District Council are set out in Diagram 2 with more detail provided in Section 3.

Diagram 2 – FUTURE DEVELOPMENT PLAN – SUFFOLK COASTAL



* To be superseded through aligned or joint Local Plan 2019

Other Documents to Be Prepared

30. Development Plan Documents are accompanied by a number of supporting, but nonetheless important documents:-
31. **Statement of Community Involvement (SCI).** The first SCI for Suffolk Coastal was adopted in July 2006 and was reviewed and updated in November 2014. It sets out the ways in which the Council will involve the community in the preparation, monitoring and review of development plan documents and planning applications. It also sets down how the community will be involved in the preparation of the Community Infrastructure Levy charging schedule and the preparation of Neighbourhood Plans.

32. **Authority Monitoring Report (AMR).** The AMR is **published each December** and contains information gathered for the preceding year ending 31st March. The AMR reviews progress against targets and milestones set out in the LDS, as well as the efficacy of the policies themselves. As a result it will identify whether policies contained in the Development Plan need adjusting. The Report will also indicate whether amendments need to be made to the timetable for the preparation of documents. Any changes to timetable will be noted on the Council's website www.suffolkcoastal.gov.uk pending re-publication of this LDS.
33. **Supplementary Planning Documents (SPD's).** SPD's are documents which provide additional detail and guidance to policies contained in the development plan documents e.g. car parking standards for different forms of development. These documents are subject to public consultation, but are not required to be tested by means of independent examination. Paragraph 153 of the Framework states "*Supplementary planning documents should be used where they can help applicants make a successful application or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens of development*". All SPD's produced will accord with this advice. It is no longer a requirement to include SPDs in the Local Development Scheme but a list of these documents, to be prepared as and when resources allow is included in Appendix 1.
34. **Community Infrastructure Levy (CIL).** It is important that future levels of development, particularly housing and employment are supported by an appropriate level of infrastructure. The Community Infrastructure Levy (CIL) is a useful mechanism for securing the necessary funding to achieve this, and is capable of working at a district and wider strategic level. CIL is a new standard charge which local authorities in England and Wales can charge on most types of new development in their area, subject to considering development viability issues. Funds collected through CIL will be used to help fund infrastructure needed to support the development planned in the Council's Core Strategy.
35. Following two rounds of public consultation and submission to the Planning Inspectorate for Examination in public the Suffolk Coastal Charging Schedule was adopted on 28 May 2015. CIL charges came into effect on Monday 13 July 2015. Further information including the charges which affect new residential and convenience retail development and available on the Council's website www.suffolkcoastal.gov.uk

Risk Assessment

36. The programme for the preparation of the Development Plan Documents is considered realistic. The Council is committed to ensuring that a sufficient and consistent level of resource, both staff and financial is in place to deliver the programme for the preparation of the Development Plan Documents. However, there are risks, notably:

Risk	Likelihood	Impact	Mitigation
Delay to production of evidence base	High	Medium	Some work can continue despite delays in evidence base. Good project management of consultants and individual projects will help minimise delays.
Undertaking joint work and other Local Authority decision making timetables.	Medium	Medium	Timetables to be aligned in the Local Development Schemes for Suffolk Coastal, Ipswich, Babergh and Mid Suffolk local

			authorities. Good project management should greatly assist and working together through the Ipswich Policy Area Board.
Neighbourhood Plans	High	Medium	Neighbourhood Plans could divert resources away from Local Plan production. This can be managed by good project management and adherence to service level agreements. Policies in emerging Neighbourhood Plans could conflict with emerging strategic priorities in new Local Plan. This can be mitigated by effective communication and consultation with Parishes preparing Neighbourhood Plans.
Lack of budget	Medium	High	An adequate budget is essential to the production of Local Plan documents. It can be mitigated by ensuring, consideration of budgetary needs early in the Council's budgeting process; undertaking more evidence base work in house but this will have implications for the timetable; jointly commissioning evidence bases to achieve economies of scale.
Loss of staff or reduction in staffing levels	Medium	High	A fully staffed team is essential to completing the current phase of Local Plan documents and production of a new Local Plan. Lack of staff resources can be mitigated by increased use of consultants, however, this will have budget implications and potential quality implications. Consider secondments. Exit interviews are conducted to understand why staff leave. Adjust timetables if no alternative.
Capacity of Planning Inspectorate and other agencies to support the process	Low	High	Liaise with Planning Inspectorate in revising the LDs and any timetable changes and keep other agencies abreast of progress and the timetable.
Changing Government Guidance published part way through the preparation of documents	High	Medium	Prepare consultation responses to Government consultations. High level policy changes are monitored through the Annual Monitoring Report. Seek advice from the Planning

			Inspectorate as appropriate.
Unexpected consultation response	High	High	Frontload consultation and engagement
Increased workload in relation to Neighbourhood Planning	High	Medium	The unpredictable nature of this risk makes it difficult to manage the team resource and deliver on LDS targets. Mitigation includes requiring Neighbourhood Plan groups to submit timetables/project plans to the Council as early as possible and entering into Service Level Agreements so that expectations and support can be managed effectively.
Over ambitious programming of document preparation	Medium	High	Employ robust project management and manage non local plan workload to ensure LDS targets are met.
Documents being found unsound/subject to legal challenge	Low	High	Use the soundness self-assessment tool kit. Take legal advice on plan process and content. Ensure accurate records are kept of the process. Ensure evidence base is robust and kept up to date.
Accommodation move 2016	Medium	Medium	Ensure that team requirements and Local Plan consultation periods are flagged up early, particularly in relation to IT systems.

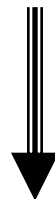
2. PREPARING A DEVELOPMENT PLAN DOCUMENT

Key Stages of Preparation

37. The stages to undergo in the preparation of a Development Plan Document are set out in the table below. References to 'Regulations' relate to The Town and Country Planning (Local Planning) (England) Regulations 2012. This forms the basis of the programme for each Document to be prepared as set out in detail in Section 3.
38. For Neighbourhood Plans, the relevant regulations are "Town and Country Planning England – The Neighbourhood Planning (General) Regulations 2012 and The Neighbourhood Planning (Referendums) Regulations 2012. Information on neighbourhood plans is provided on the Council's website www.suffolkcoastal.gov.uk

Starting out and consultation on the scope of the sustainability appraisal

Preparing a project plan and in respect of sustainability appraisal identifying the information and level of detail to be included within it. Consultation then takes place with the statutory environmental bodies on the scope of the appraisal process.



Public Participation in the Preparation of the Development Plan Document (Regulation 18)

Notify stakeholders and invite representations. This early stage involves on-going consultation with stakeholders and communities on proposed content, issues, options etc, the results of which will inform the drafting of the document.



Consultation can be intermittent and varied. It can deal with topics, areas, or draft documents and parts thereof.

Publication of the Development Plan Document (Regulations 19 and 20)

Presentation of a draft document to the public.



A minimum 6 week period allows formal representations to be submitted on its 'soundness'.

Submission of document to Secretary of State (Regulation 22)

Formal submission of document together with other documentation such as the sustainability report, statements on consultation and issues raised, the responses to the previous stage above, the evidence base and any suggested *minor* amendments that the Council considers will overcome some of the concerns.



Pre-Hearing Meeting (optional)

If considered necessary by the Planning Inspectorate, a meeting will be held at which the inspector appointed by the Secretary of State will explain the process of carrying out an Examination of the soundness of the document including the holding of a Hearing.

Independent Examination (Regulation 24)

To be carried out by an inspector appointed by the Planning Inspectorate including the holding of a Hearing.

Inspector's Report of the Examination (Regulation 25)
Sent to the Council and made available to the public.



Adoption (Regulation 26)

Where the Council has invited the Inspector to make recommendations in respect of the plan it can then only adopt the plan if it accepts those recommendations.

If the Council does not invite the Inspector to make any recommendations, the plan is either sound or unsound as submitted. The Council cannot adopt a plan which has been found unsound.

Evidence Base

39. It is important the development strategies contained in the various Development Plan Documents are founded on a robust evidence base. In the course of preparing Development Plan Documents the Council needs to undertake or commission consultants to undertake survey work or studies so as to provide background information and evidence for policy formulation. Dependent on the matter in question such work may be undertaken jointly with neighbouring authorities or via other local partnerships. These background studies form the **Evidence Base** for the particular Development Plan Document and when published are made available on the Council's website. It is not always possible to predict in advance the need for such background work as its demand may be dictated by the emergence of particular issues as the work progresses.

Sustainability Appraisal

40. All Development Plan Documents will be subject to a **Sustainability Appraisal (SA)** which includes fulfilling the requirements for the Strategic Environmental Assessment (SEA) EU Directive. The SA assesses the economic, social and environmental impact of the strategy /proposals. The purpose of this appraisal is to inform decision making by providing information on the potential implications of policies as they evolve. The process for their preparation runs in parallel with the production of Development Plan Documents. A sustainability report is required at each stage of the process to accompany the respective Document.
41. In addition, in preparing Development Plan Documents, the need for a **Habitats Regulations Assessment Report** or **Appropriate Assessment** should be considered. Appropriate Assessment was introduced by the EU Habitats Directive and is an assessment of the potential significant effects of a plan on European Sites designated for their nature conservation importance. A plan should only be approved after determining that it will not adversely affect the integrity of such sites or that mitigation measures will be impractical. This includes an assessment of cumulative impacts. Suffolk Coastal has a high quality environment and contains a number of such sites e.g. the Sandlings; and the Deben and Orwell estuaries.

Soundness

42. The Council must produce what it considers to be a 'sound' plan and will be tested on it by an independent inspector.
43. To be 'sound' national policy, as contained in Paragraph 182 of the National Planning Policy Framework, indicates that the Development Plan Document must be 'positively prepared', 'justified', 'effective' and 'consistent with national policy'.

44. 'Positively prepared' means:

- “the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development”.

45. 'Justified' means that the Document is:

- The most appropriate strategy when considered against the reasonable alternatives,
- based on proportionate evidence.

46. 'Effective' means that the document is:

- Deliverable over its period,
- Based on effective joint working on cross-boundary strategic priorities.

Resources

47. It is anticipated that sufficient in-house resources will be available for preparing the Development Plan Documents.

48. Outside consultants will be engaged on specific projects where there is a lack of expertise or capacity in-house. The Council has made provision for enough financial resources to cover the programme.

Joint Working

49. Considerable joint working will continue to take place in connection with the other Ipswich Policy Area local authorities, particularly in connection with the joint or aligned Local Plan Review. The Council will remain alert to other opportunities to undertake joint work on Development Plan Documents, Supplementary Planning Documents and the preparation of evidence bases and continue to develop collaborative working with other organisations and bodies in the interest of addressing planning matters at a strategic level and delivering outcomes. For example, the need to work closely with the County Council as the lead on public health, education and highways and the Highways Agency in respect of the A14. The activities of these partnerships will help inform the preparation of new Development Plan Documents.

3. DEVELOPMENT PLAN DOCUMENTS TO BE PREPARED

Document Title	Site Allocations & Area Specific Policies	
Subject area	Document containing policies that apply to specific sites, locations or areas as opposed to being district wide. Also containing allocations to achieve the Core Strategy. Allocates land having regard to principles of sustainability as well as providing the policy framework to meet the housing and employment requirements of the District in accordance with the Core Strategy. All policies/allocations to be illustrated on a Policies Map.	
Geographical area	District-wide but excluding the area covered by the Felixstowe Peninsula Area Action Plan and those areas covered by Neighbourhood Plans that have or intend to have full policy coverage for their area.	
Evidence Base	Primarily as for the Core Strategy – some updates will be required http://www.suffolkcoastal.gov.uk/yourdistrict/planning/review/corestrategy/examination/documents/#Core_document_library	
Timetable	Review of previously completed work and consultations halted due to work on the Core Strategy; review of evidence base; engagement with town and parish councils; and consultation on the scope of the Sustainability Appraisal.	2014 through to Dec 2015
	Issues and Options consultation	15 Dec 2014 – 27 Feb 2015
	Preferred Options consultation	Oct – Nov 2015
	Pre-submission publication of plan (final draft plan) for representations relating to soundness	Feb/March 2016
	Submission of plan for Examination by Planning Inspectorate.	May 2016
	Examination hearing	July 2016
	Inspector's Report published	Oct 2016
	Adoption of plan by the Council	Nov 2016
Review	Every 5 years. Intermediate reviews on single or a limited number of issues are possible subject to annual monitoring and in response to requests for Neighbourhood Plans.	
Notes	<p>The document will address such issues as:</p> <ol style="list-style-type: none"> housing sites; employment and the supply of land; retailing and land for development/redevelopment; the town centres, of which there will be five, and the various issues; the coastal zone and shoreline management; landscape designations; the location of settlement boundaries/envelopes; areas to be protected from development; play space and green infrastructure provision; and transport hubs <p>This document will now include those areas previously identified under the Leiston and Saxmundham Area Action Plan as Leiston has confirmed it is intending to prepare a neighbourhood plan. It will also cover those areas previously identified under the Martlesham, Newbourne and Walsingham Area Action Plan as Martlesham is preparing a Neighbourhood Plan.</p>	

Document Title	Felixstowe Peninsula Area Action Plan	
Subject area	Document containing a planning framework for the Felixstowe Peninsula in the form of the town and resort of Felixstowe as well as the settlements of Walton, Bucklesham, Kirton, Falkenham, Trimley St Martin and Trimley St Mary. The area extends to include parts of the parishes of Levington, Stratton Hall and Nacton in order to address issues related to the A14 transport corridor. The emphasis will be on 'action' through the allocation of land for specific uses, policies for specific settlements, strategies for the development, enhancement or regeneration of specific areas, and the delivery of supporting infrastructure.	
Geographical area	See map below.	
Evidence Base	Primarily as for the Core Strategy – some updates will be required http://www.suffolkcoastal.gov.uk/yourdistrict/planning/review/corestrategy/examination/documents/#Core document library	
Timetable	Review of previously completed work and consultations halted due to work on the Core Strategy; review of evidence base; engagement with town and parish councils; and consultation on the scope of the Sustainability Appraisal.	2014 through to Dec 2015
	Issues and Options consultation	15 Dec 2014 – 27 Feb 2015
	Preferred Options consultation	Oct – Nov 2015
	Pre-submission publication of plan (final draft plan) for representations relating to soundness	Feb/March 2016
	Submission of plan for Examination by Planning Inspectorate.	May 2016
	Examination hearing	July 2016
	Inspector's Report published	Oct 2016
	Adoption of plan by the Council	Nov 2016
Review	Every 5 years minimum	
Notes	<p>The document will assist in the delivery of Core Strategy policy SP21 and will address such issues as:</p> <ol style="list-style-type: none"> The identification of housing sites; the role of the Port in the local economy and means of diversification if necessary; the town centre, including enhancement and redevelopment; the coastal zone and shoreline management; the regeneration of the resort; planning/design/development briefs for key sites; the delivery of community facilities and infrastructure; transport/accessibility issues including the A14; the character and identity of individual communities; and the location of settlement boundaries/envelopes 	

Area Covered by the Felixstowe Peninsula Area Action Plan

Suffolk Coastal District Council

This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.

Suffolk Coastal District Council 100019684, 2010.

Scale 1:60000

Felixstowe Peninsula AAP boundary



Document Title	Aligned or Joint Local Plan Review	
Subject area	The plan will quantify the housing and employment growth needed and identify broad locations for the growth, the infrastructure needed and any mitigation measures required through a Habitat Regulations Assessment. It may take the form of a single joint development plan document, or it may consist of separate but aligned plans for each local authority area. The key objective will be to ensure that strategic policies are consistent across the local authorities. In addition, each local authority will have non strategic locally specific policies covering a range of topic areas, which will need to be considered and included in appropriate documents.	
Geographical area	The precise geography for the document is likely to cover all of Suffolk Coastal District and potentially all of the Districts of Mid Suffolk, Babergh and Ipswich Borough.	
Evidence Base	Various evidence bases will be required, including those relating to housing, employment and retail needs, infrastructure needs and Habitat Regulations mitigation.	
Will it be produced jointly with other authorities and will this involve a joint committee?	This is to be determined but Ipswich Borough Council, Mid Suffolk District Council, Babergh District Council and Suffolk County Council will be key partners, in accordance with the Duty to Co-operate. It is also still to be determined whether there will be a joint committee, or whether the affected local authorities will adopt the plan(s) individually.	
Timetable	Preparation of aligned/joint evidence base and consultation on the scope of the Sustainability Appraisal	Jan 2014 onwards
	Notify stakeholders and invite representations. Early consultation stage that involves consideration of issues and options/preferred options.	Oct 2016 – Jun 2018
	Pre-submission publication of plan (final draft plan) for representations relating to soundness	Sept/Oct 2018
	Submission of plan for Examination by Planning Inspectorate.	Feb 2019
	Examination hearing	Jun 2019
	Inspector's Report published	Oct 2019
	Adoption of plan by the Council	Nov/Dec 2019
Review	The document will be monitored on an annual basis and will then be the subject of a review within five years of adoption.	
Notes	The planning policy services of Suffolk Coastal District Council, Ipswich Borough Council, Mid Suffolk District Council and Babergh District Council will be responsible for producing the document(s) with support from Suffolk County Council or a joint strategic planning team drawing staff from the constituent local authorities.	

APPENDIX 1

OUTLINE OF OTHER DOCUMENTS TO BE PREPARED OR UPDATED

Supplementary Planning Documents	To be prepared as and when resources permit
Conservation Area Appraisals	On-going assessment of each conservation area in the district – 34 in total. To include public consultation.
Householder Alterations and Extensions SPD –	Replacement for SPG16 which provides guidance on such matters as design, amenity and renewable energy
Location and Design of small scale Residential Developments -	Contains guidance on the design and layout of small developments up to 5 units in size. - replacement of SPG7
Shopfronts, Signs and Advertisements SPD -	To replace SPG14
Recreational and other external Lighting SPD -	To replace SPG11
Re-use and Conversion of Redundant Buildings in the Countryside SPD -	To replace SPG1
Development in the Countryside SPD-	New - as identified in Core Strategy
Parking Standards	To replace SPG3 - as stated in para 5.47 of CS & DM19. The need for this document requires consideration in the light of the latest County Car Parking Standards.
Historic Parks and Gardens SPD -	Replacement of SPG 6
Historic Buildings SPD -	replacement for SPG13
Sport and Playspace Scheme -	Currently SPG 15 – part of this SPG has now been superseded by CIL
General Infrastructure including Green Infrastructure	As stated in CS policy SP18. The need for this document requires consideration in the light of the implementation of CIL
Affordable Housing -	To replace SPG2
Coastal Communities SPD	Possible new SPD – to address common issues
Sustainable Construction	Identified specifically in Core Strategy policy DM24

APPENDIX 2

TIMETABLE FOR DEVELOPMENT PLAN DOCUMENTS (2015 to 2019)

		SITE ALLOCATIONS & AREA SPECIFIC POLICIES)*	FELIXSTOWE PENINSULA AREA ACTION PLAN*	JOINT OR ALIGNED LOCAL PLAN REVIEW
2015	J	2	2	1 cont'd
	F			
	M			
	A			
	M			
	J			
	J			
	A			
	S			
	O	2	2	
	N			
D				
2016	J			
	F	3	3	
	M			
	A			
	M	4	4	
	J			
	J	5	5	
	A			
	S			
	O	6	6	2
	N	7	7	
D				
2017	J			
	F			
	M			
	A			
	M			
	J			
	J			
	A			
	S			
	O			
	N			
D				
2018	J			
	F			
	M			
	A			
	M			
	J			
	J			
	A			
	S			3
	O			
	N			
D				

2019	J		
	F		4
	M		
	A		
	M		
	J		5
	J		
	A		
	S		
	O		6
	N		7
	D		

* includes production of/changes to the **Policies Map**

Key to Milestones

1	Review and preparation of evidence and consultation on the scope of the Sustainability Appraisal and Habitat Regulations Assessment.
2	Notify stakeholders and invite representations. This early stage involves on-going consultation with stakeholders and communities on proposed content, issues, options etc, the results of which will inform the drafting of the document (Regulation 18). Often involves two main stages of consultation on Issues and Options and Preferred Options.
3	Publication of document proposed to be submitted –first draft plan (Regulation 19) – and start of minimum 6 weeks consultation to gather representations on the soundness of the document (Regulation 20).
4	Submission of document to Secretary of State (Regulation 22) for Examination by the Planning Inspectorate. Includes submission of a sustainability report, statements on consultation and issues raised, the actual responses to stage 3 above, any supporting documentation and any suggested <i>minor</i> amendments that the Council considers will overcome some of the concerns.
5	Examination hearing – a hearing in public, forming part of the Examination into the soundness of the document.
6	Inspector’s Report of the Examination.
7	Adoption by the Council.



**This document is available in large print or
can be translated into another language.
Contact the Planning Policy & Delivery Team
on 01394 444761.**

如果你有需要，我們可以把這份單張翻譯成另一種語言 **Chinese**

Na życzenie przetłumaczymy niniejszą ulotkę na inny język **Polish**

Contacte-nos, caso deseje este folheto traduzido para outra língua. **Portuguese**

Planning Policy and Delivery Team
Suffolk Coastal District Council
Council Offices
Melton Hill
Woodbridge
Suffolk
IP12 1AU

Tel: **01394 444761 / 01394 444558**

Email: suffolkcoastallocalplan@eastssuffolk.gov.uk