

**GOSPORT BOROUGH LOCAL PLAN
INTERIM LOCAL DEVELOPMENT SCHEME**

November 2020



GOSPORT
Borough Council

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Further Information

The latest information regarding the new Gosport Borough Local Plan can be found at:

www.gosport.gov.uk/GBLP2036

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GOSPORT BOROUGH LOCAL PLAN INTERIM DEVELOPMENT SCHEME

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THE GOSPORT BOROUGH LOCAL PLAN INTERIM LOCAL DEVELOPMENT SCHEME

1 INTRODUCTION

Abbreviations and Glossary of Terms used in this document can be found at the end of this document. It is recognised that there are a number of terms and abbreviations within this document. However this has been necessary due to the need to refer to terminology included in Government Regulations and Guidance.

Background and Purpose of the Local Development Scheme

- 1.1 Local planning authorities are required to prepare and maintain a Local Development Scheme (LDS) under section 15 of the Planning and Compulsory Purchase Act 2004¹ (as amended by the Localism Act 2011)².
- 1.2 An LDS sets out the programme for preparing and adopting Development Plan Documents (DPDs) for a local planning area. It is proposed that the DPD for Gosport Borough will be in the form of a Local Plan.
- 1.3 The current Gosport Borough Local Plan 2011-2029 was adopted in October 2015 following public consultation and an examination by an independent inspector. This document will be superseded in due course by the proposed new Gosport Borough Local Plan (GBLP) once it has been adopted. The role of the Local Plan is set out in Box 1.
- 1.4 This LDS sets out the key stages of the GBLP including when community engagement will take place and when it will be examined by an Planning Inspector. In addition it sets out provisions for other planning policy documents where known.³
- 1.5 The LDS must be made publically available and kept up-to-date, and consequently will be published on the Council's website. It is important that local communities and interested parties can keep track of progress. This LDS will supersede the last version agreed in November 2018.
- 1.6 Section 2 of this document sets out Government guidance and legislation which relates to the need to prepare a Local Plan and consequently the need to set out a timetable to prepare one which is the form of an LDS.
- 1.7 Section 3 sets out the current planning policy documents relevant to Gosport Borough whilst Section 4 sets out the arrangements for updating the Local

¹ <https://www.legislation.gov.uk/ukpga/2004/5/section/15>

² <http://www.legislation.gov.uk/ukpga/2011/20/section/111/enacted>

³ Under the Regulations an LDS is only required to make provisions for DPDs however for completeness it is considered useful to include arrangements for non DPDs

Plan. Section 5 considers the resource issues and assesses risk and section 6 considers how the LDS arrangements are reviewed.

Box 1: What is the role of a Local Plan?

The Local Plan is at the heart of the planning system with a requirement set in law that planning decisions must be taken in line with the Local Plan unless material considerations indicate otherwise.

Plans set out a vision and a framework for the future development of the area, addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure. It is also used as a basis for conserving and enhancing the natural and historic environment, mitigating and adapting to climate change, and achieving well designed places. It is essential that plans are in place and kept up to date.

Source: Planning Practice Guidance (MHCLG 13/9/18)

2 LEGISLATION AND GUIDANCE RELATING TO LOCAL PLANS (and other DPDs)

Legislation relating to the preparation of a Local Plan

- 2.1 The Planning and Compulsory Purchase Act 2004 (as amended)⁴ sets out that each local planning authority must identify their strategic priorities and have policies to address these in their development plan documents (taken as a whole).
- 2.2 Section 19 of the Planning and Compulsory Purchase Act 2004⁵ sets out specific matters to which the local planning authority must have regard when preparing a local plan. Regulations 8 and 9 of the Town and Country Planning (Local Planning) (England) Regulations 2012⁶ prescribe the general form and content of local plans and adopted policies maps, while regulation 10 states what additional matters local planning authorities must have regard to when drafting their local plans.⁷

The requirements for a Local Plan as set out in the National Planning Policy Framework

- 2.3 The National Planning Policy Framework (NPPF) was originally published by the Government in March 2012 with subsequent revisions in July 2018 and February 2019.
- 2.4 The NPPF requires local planning authorities to produce up-to-date local plans that *'provide a positive vision for the future, a framework for addressing housing needs and other economic, social and environmental priorities and a platform for local people to shape their surroundings'*.
- 2.5 The NPPF adds that plans should:
- Be prepared with the objective of contributing to the achievement of sustainable development⁸;
 - Be prepared positively, in a way that is aspirational but deliverable;
 - Be shaped by early, proportionate and effective engagement between plan-makers and communities, local organisations, businesses, infrastructure providers and operators, and statutory consultees;
 - Contain policies that are clearly written and unambiguous, so it is evident how a decision maker should react to development proposals;
 - Be accessible through the use of digital tools to assist public involvement and policy presentation; and
 - Serve a clear purpose, avoiding unnecessary duplication of policies that apply to a particular area.
- 2.6 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.

⁴ <http://www.legislation.gov.uk/ukpga/2017/20/section/8>

⁵ <http://www.legislation.gov.uk/ukpga/2004/5/section/19>

⁶ <http://www.legislation.gov.uk/uksi/2012/767/part/4/made>

⁷ <http://www.legislation.gov.uk/uksi/2012/767/regulation/10/made>

⁸ This is a legal requirement of local planning authorities (Section 39(2) of the Planning and Compulsory Purchase Act 2004).

2.7 The tests of soundness are examined by a Planning Inspector at the Examination in Public and are set out below:

- a) **Positively prepared** – providing a strategy which, as a minimum, seeks to meet the area’s objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;
- b) **Justified** – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
- c) **Effective** – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
- d) **Consistent with national policy** – enabling the delivery of sustainable development in accordance with the policies in this Framework [i.e. the NPPF].

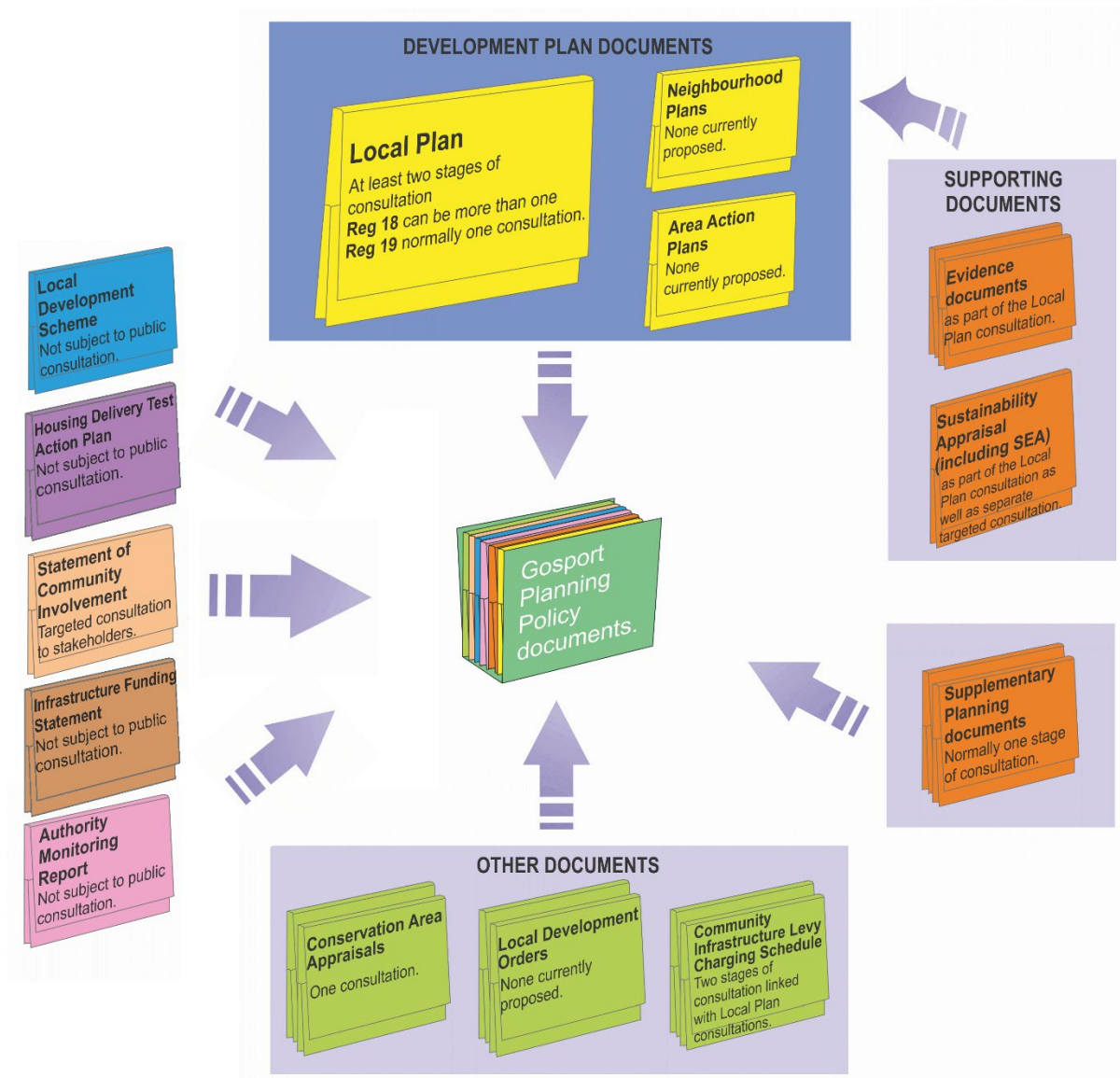
2.8 Where appropriate, Local Plans can be reviewed in whole or in part to respond flexibly to changing circumstances. The requirements for a ‘review’ are set out in Section 4.

3 CURRENT DEVELOPMENT PLAN AND OTHER PLANNING POLICY DOCUMENTS FOR GOSPORT BOROUGH

Introduction

3.1 Figure 3.1 identifies the types of document that comprise (or could comprise) the main types of planning policy documents in Gosport Borough and the associated consultation arrangements (as set out in the Statement of Community Involvement). This section identifies the current development plan for the Borough; and other planning policy documents that have been adopted by the Borough Council.

Figure 3.1 Types of planning policy documents



Development Plan Documents (DPDs)

- 3.2 The Development Plan for Gosport Borough is made up of two parts.
- The Gosport Borough Local Plan 2011-2029 which was prepared by Gosport Borough Council and adopted in October 2015⁹; and
 - The Hampshire Minerals and Waste Plan which was prepared in 2013 by Hampshire County Council, with responsibilities for the Gosport area, and the other mineral and waste ‘Hampshire authorities’¹⁰.

Gosport Borough Local Plan 2011-2029

- 3.3 The adopted Local Plan covers the whole of Gosport Borough. It was subject to several rounds of public consultation and was considered by a planning inspector at an ‘examination in public’ in 2015.
- 3.4 The Local Plan sets out the overarching vision for the Borough and identifies opportunities for development including within a number of regeneration areas such as the Gosport Waterfront, Daedalus, Haslar Peninsula, Rowner and the Alver Valley as well as a number of other development proposals. It aims to encourage new economic development and the delivery of supporting infrastructure as well as a range of new housing to meet local needs. It aims to protect those features important to the character of the Borough including open spaces and heritage assets. It sets out a policy framework for determining planning applications on a number of themes include design, heritage, nature conservation, flood risk, and community facilities.
- 3.5 The adopted Local Plan webpage www.gosport.gov.uk/localplan2029 includes all the relevant evidence and supporting documents.
- 3.6 This LDS relates to the timetable of updating the Local Plan and this is detailed in in Section 4 and Appendices 1 and 2.

Hampshire Minerals and Waste Plan

- 3.7 This sets out the key waste minerals and waste allocations in Hampshire. It is used by Hampshire County Council within its jurisdiction to determine applications for minerals and waste proposals.

Supplementary Planning Documents

- 3.8 Supplementary Planning Documents provide more detailed guidance to explain policies and proposals set out in the Local Plan. They can relate to a specific theme or development site/area. They have been subject to public consultation but are not examined by an independent public examination. The current SPDs are set out below in order of adoption:
- Marine Parade Area of Special Character (adopted 2007).
 - Daedalus SPD (2011)
 - Design Guidance (2014)
 - Parking (2014)

⁹ www.gosport.gov.uk/localplan2029

¹⁰ Portsmouth City Council, Southampton City Council, New Forest National Park Authority and the South Downs National Park Authority

- Gosport Waterfront and Town Centre (2018)
- Lee West Area of Special Character (2019)

- 3.9 As part of the revised Local Plan the relevance of the SPDs will be considered. Where they are deemed to be still relevant without change or with relatively minor change they will be linked to the new Local Plan.
- 3.10 If the SPD is still relevant but a more significant review is required this will be highlighted in the revised Local Plan and a review of the SPD will take place once the Local Plan is adopted.
- 3.11 From time to time there may be a need for further supplementary planning documents. It will be important that these do not divert resources from the Local Plan process.
- 3.12 The timetable for SPDs do not need to be included in the LDS but for completeness a timetable for any proposed SPDs will be included in a future LDS. None are currently proposed.

Conservation Area Appraisals

- 3.13 Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990 places on local planning authorities the duty to draw up and publish proposals for the preservation and enhancement of conservation areas in their districts. This can take the form of a Conservation Area Appraisal (CAA).
- 3.14 CAAs are intended to act as a guide to the buildings and features that make a special contribution to the character of a designated Conservation Area. They assess how each area developed historically, their character, the scale and form of development and opportunities for continuing enhancement. As each Appraisal is adopted by the Borough Council they will be used to inform planning decisions through the Development Management process and the development of Planning Policy.
- 3.15 Table 1 sets out the current Conservation Area Appraisals¹¹. In a similar way to the SPDs there is no requirement to publish a timetable to produce a CAA. The SCI sets out the consultation arrangements for these documents. Following consultation and revision of the appraisal and the resulting management proposals to take account of public responses, they can be adopted formally in accordance with the local authority's internal procedures. Planning inspectors have accepted appraisals as material considerations of considerable weight in appeals.

¹¹ <https://www.gosport.gov.uk/sections/your-council/council-services/planning-section/conservation/conservation-areas/area-appraisals/>

Table 1 Conservation Area Appraisal in Gosport Borough

Bury Road (Nov 2018)	Haslar Peninsula (March 2007)
Daedalus (March 2007)	High Street (Gosport Town Centre) (Oct 2006)
Forton (Nov 2008)	Lee-on-the-Solent (March 2009)
Hardway (March 2007)	Peel Road (March 2007)
Haslar Barracks (March 2018)	Rowner (March 2007)
	Stoke Road (March 2007)

Community Infrastructure Levy Charging Schedule

- 3.16 The current Community Infrastructure Levy (CIL) Charging Schedule was adopted on 14th October 2015 and covers the whole Borough. It was adopted following an examination by a planning inspector which immediately followed the Examination in Public for the GBLP. The schedule came into effect on 1st February 2016.
- 3.17 The CIL has generally, but not totally replaced the need to take developer contributions secured through a Section 106 Agreement, with a tariff being placed on certain types of development. Following work on viability it was found that residential development and retail warehousing were the forms of development capable of generating CIL receipts.
- 3.18 The CIL is not a DPD and is not required to be included in the LDS. In this case it is considered that the CIL Charging Schedule will use significant evidence from the Local Plan process and will therefore be updated at the same time as the GBLP. A timetable is included in Appendix 1.

4.0 Preparation and Adoption of the Gosport Borough Local Plan

Introduction

- 4.1 As highlighted previously it is a statutory requirement for each local planning authority to have an up-to-date Local Plan. The NPPF¹² and associated Planning Practice Guidance (PPG)¹³ provides further detail on these matters.
- 4.2 The NPPF states that Local Plans should be ‘reviewed’ every five years. The Government’s Planning Practice Guidance sets out in more detail what is meant by review (see Box 2 below).

Box 2: Plan Reviews - Extracts from the Planning Practice Guidance relating to Plan Review

How often should a plan or policies be reviewed?

To be effective plans need to be kept up-to-date. The National Planning Policy Framework states policies in local plans and spatial development strategies, should be reviewed to assess whether they need updating at least once every 5 years, and should then be [updated as necessary](#).

Most plans are likely to require updating in whole or in part at least every 5 years. Reviews should be proportionate to the issues in hand. Plans may be found sound conditional upon a plan update in whole or in part within 5 years of the date of adoption. Paragraph: 062 Reference ID: 61-062-20190315 Revision date: 15 03 2019

Are policies considered out-of-date if they are not updated after 5 years?

The National Planning Policy Framework is clear that strategic policies should be prepared over a minimum 15 year period and a local planning authority should be planning for the full plan period. Policies age at different rates according to local circumstances and a plan does not become out-of-date automatically after 5 years. The review process is a method to ensure that a plan and the policies within remains effective. Applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. Due weight should be given to relevant policies in existing plans according to their consistency with the National Planning Policy Framework. It will be up to the decision-maker to decide the weight to give to the policies.

Paragraph: 064 Reference ID: 61-064-20190315 Revision date: 15 03 2019

Source Planning Practice Guidance (MHCLG (13/9/18))

- 4.3 Whilst the current adopted Local Plan was adopted in 2015 and covers the period to 2029 it has been considered necessary to prepare a revised Local Plan to cover the period to at least 2036, but it is acknowledged that this end date will need to be reviewed. There are a number of reasons which prompt the need to prepare an updated Local Plan which are set out below.

¹² <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

¹³ <https://www.gov.uk/government/collections/planning-practice-guidance>

- The Local Plan is now five years old and in accordance with Government requirements plans should be reviewed every five years.
 - Since the adoption of the GBLP the Partnership for Urban South Hampshire (PUSH)¹⁴ (now known as Partnership for South Hampshire (PFSH)) has produced its Spatial Position Statement (June 2016)¹⁵ which sets out the quantum of employment floorspace and housing required for the sub-region including figures for each district over the period to 2034.
 - Since the publication of this document, the Government has published the NPPF in July 2018 which introduces a standard methodology for calculating housing need for each district, a requirement to meet the Housing Delivery Test, and a number of other significant changes which will need to be considered further as part of the Local Plan as well as collectively by the PFSH authorities.
 - In November 2016 the Government announced the release of two major Ministry of Defence sites within the Borough. Blockhouse was due to be released in 2020 but this will not now happen this year; and HMS Sultan was originally proposed to be released in 2026 but the site will now not be released until at least 2029. These sites have significant implications for the future development strategy of the Borough. It is important to recognise that it is the Council's position to strongly lobby for the retention of HMS Sultan as a training base and where achievable consider intensifying the employment and training uses of the site for military and civilian organisations.
 - Other publically-owned sites are to be released such as the Immigration Removal Centre at Haslar.
- 4.4 Once adopted the new Local Plan will supersede the current Local Plan 2011-2029. The process of preparing and adopting a Local Plan is included in Appendix 3.

Uncertainty created by the Government's Planning for the Future White paper (August 2020)

- 4.5 Notwithstanding the above considerations regarding the need to review the Local Plan under the current Local Plan system, in August 2020 the Government published far-reaching reforms to the whole planning system which have been described as the most significant changes since 1947.
- 4.6 Consequently the Council has felt it necessary to produce an interim Local Development Scheme until such time more detail is available from the Government regarding whether it requires local planning authorities to

¹⁴ PUSH is a sub-regional grouping of 12 authorities: Hampshire County Council, Portsmouth City Council, Southampton City Council, Isle of Wight Council, Eastleigh Borough Council, East Hampshire District Council, Fareham Borough Council, Gosport Borough Council, Havant Borough Council, New Forest District Council, Test Valley Borough Council and Winchester City Council.

¹⁵ This is the agreed name of the 'South Hampshire Strategy Review' referred to by the Inspector in his EIP Report http://www.push.gov.uk/item_12_-_appendix_1_-_position_statement.pdf

produce Local Plans under the proposed new system or continue under the current system.

- 4.7 The Government proposals are at an early stage and lack sufficient detail to understand the most appropriate way forward in producing a new Local Plan. One of the key issues arising relates to the fact that the White Paper includes no transitional arrangements for LPAs currently preparing Local Plans. The proposed new process will be radically different in terms of the evidence required, the type of designations indicated, the consultation arrangements, and the need for Design Codes. The new system will include a new standard method for determining housing numbers which will take into account local constraints. It will also dispense with the duty to cooperate obligation. As such, it is not known at what stage the Government requires those local authorities that have reached a particular plan-making stage to continue under the current Local Plan system or switch to the new system.
- 4.8 This is complicated by the fact that the White Paper states that the Government wants new Plans to be in place by the end of this Parliament (May 2024). It is proposed that all plans under the new system have to be produced in 30 months as a statutory requirement and consequently this would require the new plans to be started in November 2021.
- 4.9 The White Paper proposals have proved very controversial and at this moment in time it seems difficult to envisage that all the relevant legislation and guidance will be in place by November 2021 not to mention the new technology and training to support the reforms.
- 4.10 In the light of this uncertainty it is proposed to produce an interim LDS based on the assumption that this Council will produce its next Local Plan under the current system not under the proposed new system, but recognising that this may change over the coming months.

Documents supporting the Local Plan

- 4.11 A fundamental step in the process of preparing a Local Plan is the gathering of sufficient evidence which is robust enough to support planning policies. As part of the Local Plan process a number of supporting documents and evidence studies are required and these are set out below. Some of these will be prepared internally whilst others will require external expertise.

Policies Map

- 4.12 The Policies Map geographically identifies the adopted Local Plan policies. The revised Policies Map will primarily include the policies of the new Local Plan but will also include relevant proposals in the Minerals & Waste Plan. It will supersede the current Policies Map that accompanies the GBLP2011-2029.

Habitats Regulation Assessment

- 4.13 A Habitats Regulation Assessment is a requirement of the Conservation of Habitats and Species Regulations 2010 (as amended known as 'the Habitats Regulations'). The assessment focuses on the likely significant effects of the

plan on the nature conservation interests of European-protected areas in and around the Borough, and seeks to establish whether or not there will be any adverse effects on the ecological integrity of these European sites as a result of proposals in the plan. This is an integral part of the Local Plan process and will include specific consultation with key stakeholders such as Natural England throughout the process as well as wider public consultation at the same time the GBLP is available for consultation.

Sustainability Appraisal

4.14 A Sustainability Appraisal (SA) will be undertaken for the Local Plan policies to assess their economic, environmental and social impact, and to ensure that the policies and proposals will promote sustainable development. The SA will ensure that the requirements of the Strategic Environmental Assessment (SEA) Directive are met. The SA is an iterative process and will be amended throughout the process to take into account the latest policy framework, evidence and consultation. The SA will include a number of elements:

- A Scoping Report which includes the Gosport Profile Information and a review of all the relevant strategies affecting the Borough. This will be subject to consultation with statutory consultees.
- Consideration of Options for Allocations - this will be subject to public consultation at the same time as the Local Plan.
- Consideration of Policies- this will be subject to public consultation at the same time as the Local Plan.

Evidence Studies

4.15 Table 2 sets out the key evidence studies required for the emerging Local Plan, based on past experience and the requirements set out in NPPF and PPG. The table gives some indication whether the study is likely to be internal research conducted primarily by officers or whether it will likely to be external and prepared primarily by consultants. The table also highlights those studies recently instigated on a sub-regional basis by PUSH.

Table 2 Currently known studies which will contribute towards the other evidence base

Study	Comment
Internal	
Infrastructure Assessment Report (IAR) and Delivery Plan (IDP)	The IAR is under preparation taking into account the Solent LEP report Gosport Infrastructure Investment Plan (GIIP) The IDP is being published as part of the Infrastructure Funding Statement (IFS)
Open Space Monitoring Report	Under preparation
Strategic Housing Land Availability Assessment	Under preparation.
Strategic Flood Risk Assessment	Under preparation
PfSH-led	
Air Quality Study	Completed 2018
Integrated Water Management	Completed. A PfSH working group has been s

Strategy	set up to consider implications post 2020
PfSH Statement of Common Ground Studies relating to employment, strategic development opportunity areas and related transport implications.	Under preparation
External for GBC	
Demographic and Housing Need	Completed (2019)
Economic Development Needs Assessment (EDNA)/ Employment Land Availability Assessment (ELLA)	Completed (Feb 2019)
Gosport Infrastructure Investment Plan	Commissioned by the Solent LEP and completed in 2018
Retail and Leisure Needs Report	Completed (July 2020)
Site specific	Individual site studies conducted by a range of organisations will contribute towards the evidence base- continual discussions underway
Sports Pitch Assessment	Under preparation
Transport Assessment	Stage 1 –Modelling completed Stage 2 – Transport Assessment –awaiting consultation comment at Reg 18 stage
Whole Plan Viability Report	The need for this document is under review depending on the White Paper proposals relating to both Local Plans and whether or not the Community Infrastructure Levy will be abolished

4.16 This is by no means an exhaustive list and the Local Plan will draw significantly upon other studies and strategies produced by a number of organisations on a range of themes. The Council's website relating to the current Local Plan outlines the range of evidence used.¹⁶ Other studies may be required as and when issues arise from revised Government guidance, changing circumstances (such as land releases), new evidence or indeed as a result of consultation.

4.17 In addition the Council will prepare a number of thematic background papers which bring together the following:

- the latest policy framework and best practice;
- key findings from various evidence studies; and
- consultation outcomes

4.18 These are useful living drafts for officers which will eventually be published. These set out how key policies and main themes have been formulated. They include issues such as housing, the economy, retail, nature conservation, and the urban area boundary.

¹⁶ <https://www.gosport.gov.uk/sections/your-council/council-services/planning-section/local-development-framework/gosport-borough-local-plan-2029/gosport-borough-local-plan-2011-2029-adopted-october-2015/evidence-studies/>

Statement of Community Involvement

- 4.19 The Statement of Community Involvement (SCI) sets out how the community will be consulted and involved in the preparation of the Local Plan and other planning documents. It sets out the Council's approach to community involvement on planning applications within the Borough. A revised SCI was adopted in March 2019.

Statement of Consultation

- 4.20 As part of the Examination of the Local Plan, the Council is required to produce a Statement of Consultation which demonstrates to a Planning Inspector and stakeholders how the Council consulted with the public and other stakeholders throughout the process and what were the main outcomes.

Duty to Cooperate Statement and Statement of Common Ground

- 4.21 The Council is required to produce a Duty to Cooperate Statement to demonstrate how it has fulfilled its statutory obligations to fulfil the duty to cooperate under the provisions of the Localism Act and the Town and Country Planning (Local Planning)(England) Regulations 2012. This will be considered by an Inspector at the Examination in Public.
- 4.22 In addition under new arrangements included in the NPPF (2018) it is necessary for local authorities to prepare Statements of Common Ground which need to be prepared and maintained on an on-going basis throughout the plan making process. These documents deal with how cross-boundary matters are being addressed.

Timetable and Process for preparing the GBLP

- 4.23 Notwithstanding the uncertainties highlighted in paragraphs 4.5- 4.10 above, Table 3 sets out the proposed GBLP timetable. In addition Appendix 1 identifies the timeline in comparison with other proposed planning documents, whilst Appendix 2 sets out key milestones. Appendix 3 outlines in some further detail the key elements of each stage.

Table 3: Summary of new Gosport Borough Local Plan Timetable

Seek Economic Development Board approval for consultation purposes	June/July 2021
Consultation on Draft Local Plan (Reg 18) (8-10 week informal consultation)	July-September 2021
Consultation on Publication Plan (Reg 19) (6 week consultation)	February 2022- March 2022
Submission of Plan to Secretary of State	Summer 2022
Examination in Public	Autumn 2022
Adoption	Winter 2022/23

5.0 Resource Considerations

- 5.1 A crucial element in the successful delivery of an up to date Local Plan for Gosport will involve effective resource management and allocation.
- 5.2 Gosport Borough Council is a relatively small authority with limited financial and staff resources so it is particularly important to ensure resources are well directed.

Member responsibilities

- 5.3 The Economic Development Board will approve the Local Plan for consultation at Regulation 18 stage. The Economic Development Board will also consider the document at Regulation 19 stage for consultation but it will be necessary for the document to be approved by Full Council prior to consultation and submission to the Secretary of State. Similarly once the Inspector's Report is received it will be for Full Council to formally adopt the Local Plan following consideration at the Economic Development Board.

Staff responsibilities and resources

- 5.4 Overall responsibility for the successful delivery and implementation of the Gosport Local Plan and associated documents will be with the Planning Policy Section of the Borough Council's Planning and Regeneration Unit. Much of the work of the Section will be dedicated to the preparation of the Local Plan. The structure of the Planning Policy Section is set out below:

- Manager of Planning Policy
- Principal Planning Officer
- Senior Planning Officer
- Senior Planning Officer p/t
- Planning Officer
- Cartographic & Technical Officer p/t

- 5.5 Officers from other sections in the Council will also have involvement in aspects of the preparation of the Local Plan. In particular the following linkages (Table 4) are anticipated:

Table 4: Work with other Council teams

Teams	Types of work
Development Management	Development management policies, transport policies, site allocations
Conservation and Design	Conservation and design policies, and specific sites
Economic Development	Employment and retail policies, site allocations
Housing	Housing policies
Property	Specific site allocations
Streetscene	Open space policies, Flood management policies (with the East Solent Coastal Partnership), recycling and sustainability policies, Alver Valley

Environmental Health	Contamination issues both generally and in relation to specific sites
Corporate Policy	Community liaison
Legal	Advice throughout the plan-making process
Finance	Advice throughout the plan-making process
Press/Public relations	Assistance with publicity and media

- 5.6 The Borough Council will also continue its established working relationships with officers of Hampshire County Council on a range of issues. It will also work in partnership with other authorities in PFSH, with a particular emphasis on joint studies and cooperative policy development. The Council will work with colleagues at Portsmouth City Council and Fareham Borough Council on particular cross-boundary issues, which will form part of the Duty to Cooperate and inform Statements of Common Ground in order to deliver quality planning outcomes.
- 5.7 Similarly, the Borough Council will work with organisations such as the Environment Agency, Historic England, Natural England, the Solent Local Enterprise Partnership, the Hampshire & Isle of Wight Local Nature Partnership, the Wildlife Trust, the Queen's Harbour Master and the Defence Infrastructure Organisation.
- 5.8 Additional resources will be contracted to undertake particular tasks or to meet deadlines at times of particular pressure. In some cases this may involve individual officers from other departments, other local authorities and in other cases external consultants, including specialist consultants. Wherever possible these additional resources should either have a sound knowledge of planning issues in Gosport and South Hampshire, or should have sound experience of the specialist work required.

Risk Assessment

- 5.9 The preparation of the LDS will allow for more effective resource planning, but inevitably there will be various factors, mainly unforeseen, which will affect the programmes for the preparation of Local Plan and associated document. This could include the following:
- Staff retention
 - Staff capacity and skills
 - Diversion of staff time to the Council's Covid-19 response
 - Recruitment problems of qualified officers
 - Staff illness
 - Changes to Government guidance and legislation
 - Work related to representations to other Development Plans
 - Projects requiring priority action
 - Budgetary constraints
 - Lack of clarity from landowners on the extent and timescale of any land releases which can affect the evidence gathering process and ultimately the ability to allocate sites

- Capacity of external agencies to provide comment and guidance
- Programme slippage on evidence studies
- Level of representations received at each stage of consultation
- Internal and external issues arising from the Covid-19 pandemic

5.10 Consideration will be given to appropriate contingency arrangements, especially if this would lead to key milestone dates not being met. In certain circumstances it may be necessary to prepare a revised Scheme where the programmes in the LDS may not have been met. The LDS is kept under review via the Planning and Economic Regeneration Services Management meetings. Any revisions will be reported to the Economic Development Board for approval.

6.0 Monitoring and Review of the Local Development Scheme

Authority Monitoring Report

- 6.1 The Government has placed increased importance on monitoring of progress on Plan preparation. The Local Development Scheme will therefore be subject to regular monitoring.
- 6.2 The Authority Monitoring Report (AMR) is published each year and includes a section which considers the progress of the Gosport Borough Local Plan as set out in the LDS. This document was formerly known as the Annual Monitoring Report and there is a requirement for local planning authorities to produce AMRs on an annual basis. These are published on the Council's webpage (normally in the last quarter of each year).
- 6.3 The AMR includes information which can influence the need to review both a local plan and its timetable. It includes the following:
- Monitoring of the progress of the LDS
 - Monitoring the progress of development on key sites
 - Housing Supply information including the latest Five Year Housing Supply and Housing Delivery Test
 - Information on employment and retail completions
 - Nature conservation, open space and green infrastructure indicators and other indicators set out in the Local Plan
 - Infrastructure delivery
 - Issues arising from particular policies
 - Report on activity relating to the duty to cooperate
- 6.4 The AMR will assess the implementation of the LDS and the extent to which policies in the Local Plan (and other planning policy documents) are being successfully implemented.

Review of the Local Development Scheme

- 6.5 The Council will continue to monitor the Local Development Scheme and submit any further revision or update as appropriate.

Appendix 1 The timetable for planning policy documents

	2020		2021			2022					2023	
	A	Winter	Spring	Summer	Autumn	Winter	Spring	Summer	Autumn	Winter	S	
Gosport Borough Local Plan 2036				Reg 18			Reg 19					
CIL Gosport Charging Schedule							Reg 16					

Key

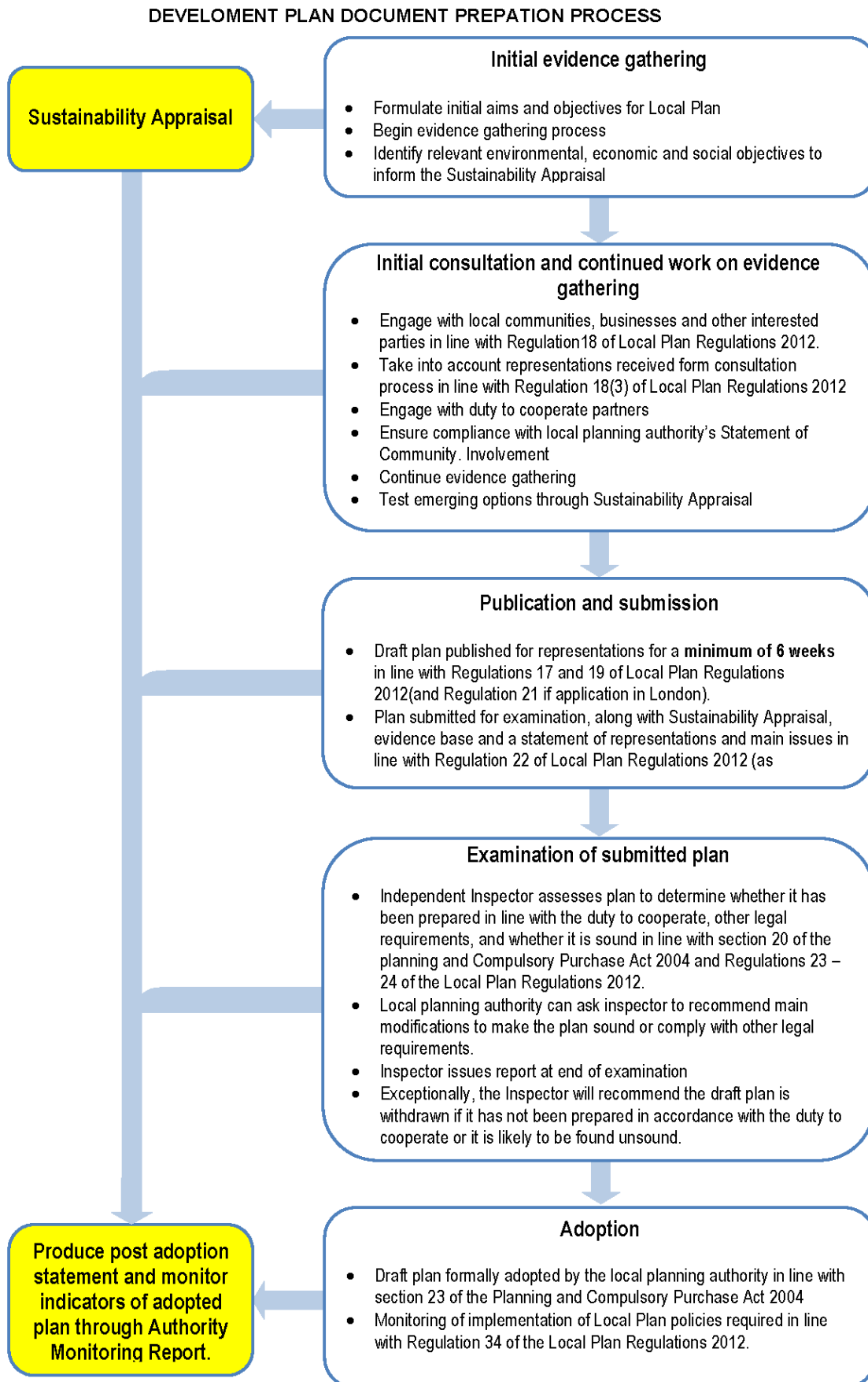
Document preparation	
Public Consultation	
Submission (preparation and actual)	
Preparation for Examination	
Examination	
Adoption	

APPENDIX 2: Key Milestones in the Production and Adoption Process of GBLP and the Revised CIL Charging Schedule

New Gosport Borough Local Plan	
Evidence Gathering and Preparation of Draft Plan	January 2019- June 2021
Seek Economic Development Board approval for consultation purposes	June/July 2021
Consultation on Draft Plan (often referred to as Reg 18 stage) with accompanying Sustainability Appraisal and evidence base	July- September 2021
Analysis of consultation comments and prepare any amendments to Local Plan and certain evidence work	September 2021- January 2022
Public Consultation on Publication Plan (often referred to as Reg 19 stage) - Required for a statutory six week period	February/March 2022
Submission to Secretary of State	Summer 2022
Examination in Public	Autumn 2022
Inspector's report - Fact Check	Winter 2022/23
Anticipated receipt of Inspector's Report	Winter 2022/23
Provisional Date of Adoption	Winter 2022/23

Community Infrastructure Levy: Gosport Charging Schedule	
Since the last LDS was produced in November 2018 the regulations have been amended and consequently Local Planning Authorities now only need to consult once on the schedule rather than twice	
Evidence Gathering and Preparation of Publication Schedule	<i>June 2021-January 2021</i>
Public Consultation on Publication Schedule (often referred to as Reg 16 stage) - <i>Legislation requires not less than 4 week –it is proposed that a six week consultation is undertaken to link with the Local Plan consultation</i> -	<i>February-March 2022</i>
Submission to Secretary of State	<i>Summer 2022</i>
Examination	<i>Autumn 2022</i>
Examiner’s Report - Fact Check	<i>Autumn 2022</i>
Anticipated receipt of Examiner’s Report	<i>Winter 2022/23</i>
Provisional Date of Adoption	<i>Winter 2022/23</i>

Appendix 3: Local Plan Process



ABBREVIATIONS & GLOSSARY OF TERMS

AMR	Authority Monitoring Report (formerly known as Annual Monitoring Report)
CAA	Conservation Area Appraisal
CIL	Community Infrastructure Levy
DPD	Development Plan Document
GBLP2011-2029	Gosport Borough Local Plan 2011-2029 (Adopted October 2015)
GBLP	The forthcoming Gosport Borough Local Plan
HRA	Habitats Regulation Assessment
LDD	Local Development Documents
LDS	Local Development Scheme
LEP	Local Enterprise Partnership
MHCLG	Minsitry of Housing Communities and Local Government
NPPF	National Planning Policy Framework
PPG	Planning Pracice Guidance
PfSH	Partnership for South Hampshire
Reg(s)	Regulation(s)
SA	Sustainability Appraisal
SCI	Statement of Community Involvement
SEA	Strategic Environmental Assessment

Allocations	Sites specifically identified on the Proposals Map for development.
Authority Monitoring Report (AMR)	The annual report on progress in implementing the Local Development Scheme.
Community Infrastructure Levy (CIL)	The Community Infrastructure Levy (CIL) is used to fund necessary infrastructure from certain types of development.
Designations	Areas shown on the Policies Map to which specific policies apply (not allocations).
Development Plan	Under the Planning Acts, this is the prime consideration in the determination of planning applications.
Development Plan Document (DPD)	DPDs include a Local Plan and are prepared by the local planning authority and is subject to an independent public examination. It can cover a range of issues, and will set out the main spatial strategy, policies and proposals of the Council.
Duty to Cooperate	The duty to cooperate is a legal test that requires cooperation between local planning authorities and other public bodies to maximise the effectiveness of policies for strategic matters in Local Plans. It is separate from but related to the Local Plan test of soundness
Local Development Documents (LDDs)	Generic term for plnning policy documents. Comprises Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.
Local Development Scheme (LDS)	Project plan for the preparation of Development Plan Documents such as the Local Plan.
Policies Map	Geographically expresses the policies and proposals of the Development Plan Document.
PfSH	The Partnership for South Hampshire comprising local authorities and other organisations formerly known as Partnership for Urban South Hampshire (PUSH).
Statement of Community Involvement (SCI)	Sets out how the local planning authority involves the local community, businesses and other stakeholders in preparing and reviewing its Local Development Documents and includes

	consultation arrangements for planning applications.
Section 106 Agreement	The legal agreements that are made when local authority seeks to secure planning obligations for particular actions from a developer when granting planning permission. This can include the securing of financial contributions in lieu of providing services or facilities that would be required in order for the development to be acceptable.
Statement of Common Ground	A statement of common ground is a written record of the progress made by strategic policy-making authorities during the process of planning for strategic cross-boundary matters. It documents where effective co-operation is and is not happening throughout the plan-making process, and is a way of demonstrating at examination that plans are deliverable over the plan period, and based on effective joint working across local authority boundaries. In the case of local planning authorities, it also forms part of the evidence required to demonstrate that they have complied with the duty to cooperate.
Strategic Environmental Assessment (SEA)	Environmental assessment of policies, plans and programmes required under the European SEA Directive 2001/42/EC.
Supplementary Planning Documents (SPD)	Supplementary Planning Documents that expand upon policies or proposals in Development Plan Documents.
Sustainability Appraisal (SA)	A social, economic and environmental appraisal of strategy, policies and proposals – required for all Development Plan Documents. The UK system of Sustainability Appraisal incorporates the European requirements of Strategic Environmental Assessment.