

West Sussex Minerals and Waste Development Scheme 2024-2027

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1. Introduction

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 proposes to prepare, and the existing plans it intends to save, over the next three years, to March 2027. It should be noted that the South Downs National Park Authority (SDNPA) is responsible for minerals and waste planning in the Park area. 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 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, the County Council 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 five yearly assessments 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 This document has been prepared considering current legislation and guidance. Changes are being made to the planning system, including to the preparation of Local Plan and associated documents. As relevant legislation comes into force the County Council will consider the changes and ensure plan making documents are prepared in accordance with new legislation and guidance, which may include changes to the preparation of this document.
- 1.1.7 Figure 1 illustrates the relationship between the various West Sussex policy documents.

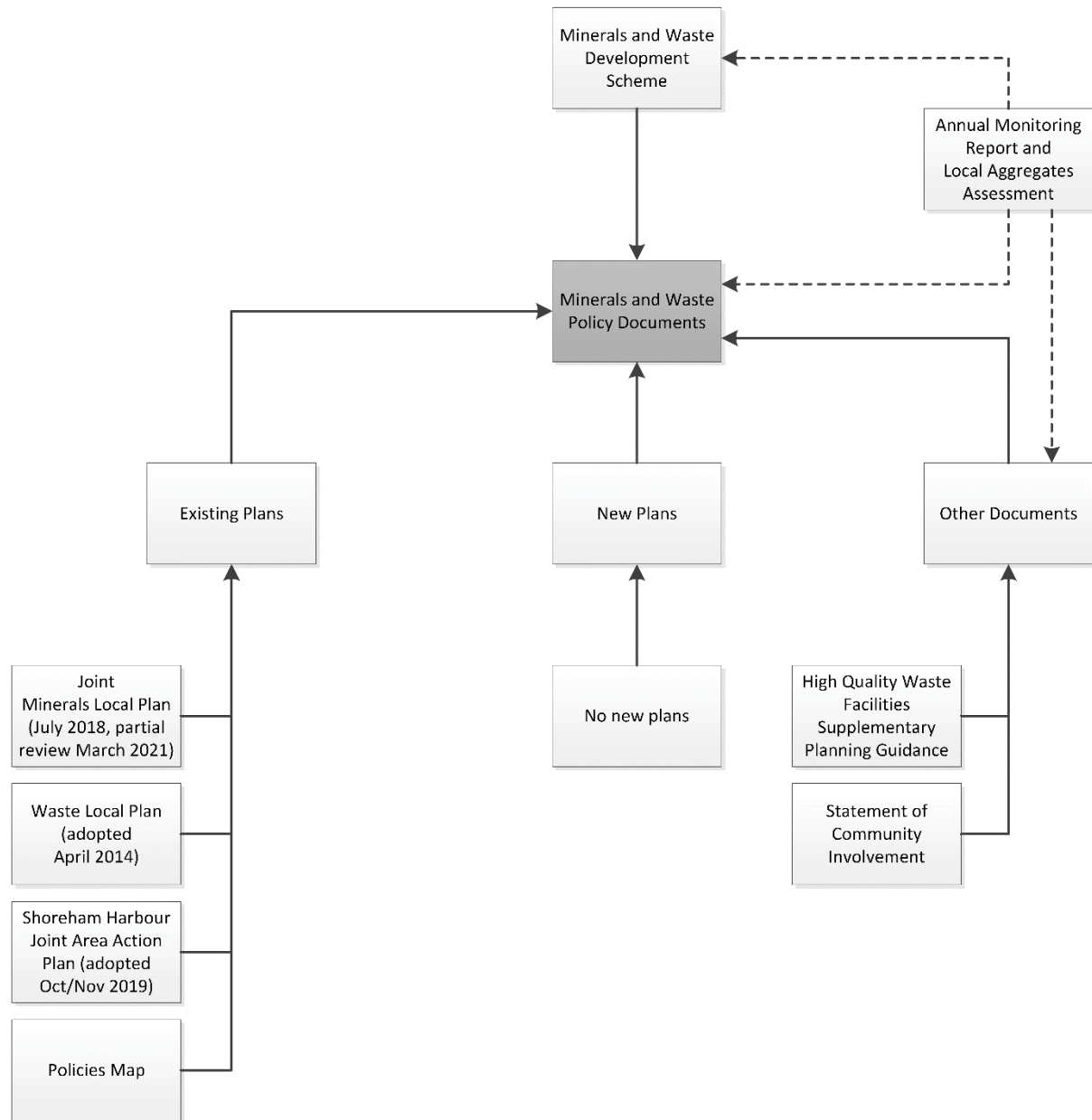


Figure 1: West Sussex Minerals and Waste Policy Documents (2024-2027)

2. Existing Plans and Policy Documents

- 2.1.1 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.

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

- 2.1.2 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.
- 2.1.3 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.
- 2.1.4 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.
- 2.1.5 In accordance with Regulation 10A, an assessment was undertaken in early 2023, which determined that the JMLP remained relevant and effective, and that a formal review of the Plan was not required. The assessment was approved by County Council in May 2023.

West Sussex Waste Local Plan (2014)

- 2.1.6 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.

- 2.1.7 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.
- 2.1.8 In accordance with Regulation 10A, an assessment was undertaken in early 2019, which determined that the WLP remained relevant and effective, and that a formal review of the Plan was not required. A further assessment has been undertaken in early 2024, which also determined that the WLP remained relevant and effective, and that a formal review of the Plan was not required. The assessment was approved by County Council in June 2024.

Policies Map

- 2.1.9 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.
- 2.1.10 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.

Statement of Community Involvement (Fourth Review)

- 2.1.11 The [Statement of Community Involvement](#) (SCI): Fourth Review was adopted in October 2023. 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.
- 2.1.12 In accordance with Regulation 10A of the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017, the SCI (third review) was reviewed and updated in 2023. The updated SCI addresses minor regulation changes, as well as capturing improvements since 2018 to the way the County Council deals with planning applications. However, there have been no changes to the principles and approaches established in the adopted SCI.

Shoreham Harbour Joint Area Action Plan

- 2.1.13 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.
- 2.1.14 To help deliver this regeneration and associated infrastructure, the Shoreham Harbour Regeneration Partnership produced a Joint Area Action Plan (JAAP). 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.

- 2.1.15 Following examination, the three Authorities adopted the JAAP in October 2019. It forms part of the statutory development plan for the area and used for the determination of planning applications.
- 2.1.16 Discussions about the future of the JAAP are on-going between the three partners (Adur District Council, Brighton and Hove City Council, and the County Council).

3. New Plans

- 3.1.1 As Minerals and Waste Planning Authority, the County Council has three sound and adopted local plans, which remain relevant and effective. Therefore, at this stage, no new plans will be prepared during the next three-year period.
- 3.1.2 If, in due course, it is determined that one or more formal reviews (in whole or in part) is required, the Scheme will be updated to set out the timetable for the work.

4. Other Documents

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 W12 in the Waste Local Plan. It is consistent with current Government guidance.

Annual Monitoring Report

- 4.1.3 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.

Local Aggregates Assessment

- 4.1.4 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.
- 4.1.5 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 and part of the statutory 'development plan'. Assessed in early 2019 and early 2024 and was considered to be relevant and effective both times; no formal review was required.

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: Another assessment will take place by April 2029 to determine whether the Plan continues to be relevant and effective.

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, Assistant 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'. Assessed in early 2023 and was considered to be relevant and effective; no formal review was required.

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: A review assessment will take place in early 2028 to determine whether the Plan remains relevant and effective.

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, Assistant 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: Discussions about the future of the JAAP are on-going between the three partners (Adur District Council, Brighton and Hove City Council, and the County Council).

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 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.

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 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 in the adopted plans; 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 Policy and Infrastructure).

Management arrangements: Consultation with Head of Planning Services.

Political management: Not applicable.

Internal resources: Principal Planner, Assistant Planner, SDNPA officers 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 (Fourth 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 2023.

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 October 2028.

ARRANGEMENTS FOR REVIEW

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

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:	2024												2025												2026												2027											
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	-	-	-	-	-	-	-	-	-

West Sussex Waste Local Plan (2014)

Year:	2024												2025												2026												2027											
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
Assessment of whether the Plan remains relevant and effective	X	X	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Approval by County Council of five-yearly assessment	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Annual Monitoring Report and Local Aggregates Assessment

Year:	2024												2025												2026												2027											
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	-	-	-	-	-	-	-	-	-	-

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