



LEAD MEMBER FOR TRANSPORT AND ENVIRONMENT

DECISIONS to be made by the Lead Member for Transport and Environment,
Councillor Nick Bennett

MONDAY, 19 MARCH 2018 AT 10.00 AM

COMMITTEE ROOM - COUNTY HALL, LEWES

AGENDA

- 1 Decisions made by the Lead Cabinet Member on 26 February 2018 (*Pages 3 - 6*)
- 2 Disclosure of Interests
Disclosure by all Members present of personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- 3 Urgent items
Notification of any items which the Lead Member considers urgent and proposes to take at the appropriate part of the agenda.
- 4 Capital Programme for Local Transport Improvements 2018/19 (*Pages 7 - 14*)
Report by the Director of Communities, Economy and Transport
- 5 East Sussex Statement of Community Involvement adoption (*Pages 15 - 40*)
Report by the Director of Communities, Economy and Transport
- 6 Any urgent items previously notified under agenda item 3

PHILIP BAKER
Assistant Chief Executive
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9 March 2018

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LEAD MEMBER FOR TRANSPORT AND ENVIRONMENT

DECISIONS made by the Lead Member for Transport and Environment, Councillor Nick Bennett, on 26 February 2018 at County Hall, Lewes

Councillor Godfrey Daniel spoke on item 4 (see minute 37)
Councillor David Tutt spoke on item 5 (see minute 36)
Councillor Ruth O'Keeffe spoke on item 6 (see minute 38)

34 DECISIONS MADE BY THE LEAD CABINET MEMBER ON 22 JANUARY 2018

34.1 The Lead Member approved as a correct record the minutes of the meeting held on 22 January 2018.

35 REPORTS

35.1 The Lead Member resolved to amend the agenda order, to take Item 5 before Item 4.

35.2 Reports referred to in the minutes below are contained in the minute book.

36 ST ANTHONY'S WARD PETITION (ITEM 5 ON THE AGENDA)

36.1 The Lead Member considered a report by the Director of Communities, Economy and Transport, together with written comments and photographs submitted by the Lead Petitioner, Andy Johnson.

DECISION

36.2 The Lead Member RESOLVED to advise the petitioners that (1) whilst the footways are considered to generally be in a good state of repair and are not considered dangerous or hazardous for users, East Sussex County Council propose to carry out some targeted maintenance works to areas where localised structural failure has occurred and implement a programme of works to prevent further deterioration; and

(2) concerns or issues regarding weed control within Eastbourne need to be addressed with Eastbourne Borough Council directly, and that no further action will be taken by ESCC regarding this.

Reasons

36.3 The overall condition of footways in this location, while generally poor, is currently functional and they do not require any immediate action. Consideration needs to be given to the fact that these footways are important links between the local roads and give access to properties for deliveries and visitors.

36.4 As a consequence, localised improvement works to repair the areas of early structural failure on Boswell Walk, Shelley Walk and Kipling Walk and the resurfacing of the section of Boswell Walk linking through to The Rising will be included in the 2018/19 or 2019/20 capital maintenance programme, subject to all other priorities and the available budget.

37 YORK GARDENS, HASTINGS - PETITION (ITEM 4 ON THE AGENDA)

37.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

37.2 The Lead Petitioner, Mr John Pohlhammer, spoke in support of the petition and to request consideration of enhancing York Gardens rather than simply maintaining it.

DECISION

37.3 The Lead Member RESOLVED to advise the petitioners that (1) East Sussex County Council adopts an asset management approach to its highway maintenance and its programmes of maintenance are compiled on a county-wide priority basis; and

(2) that the County Council has future plans to carry out resurfacing work along York Gardens , including the repairs to the footways, kerbing and street lighting as part of the future capital works programme.

Reasons

37.4 The overall condition of road, footway and kerbing in this road, while generally poor, is currently functional and does not require immediate action. Work to resurface the road and footways and replace the older granite kerbing with a more consistent modern kerbing would reduce future maintenance liabilities, and combined with an upgrade of the street lighting to modern LED would provide an improved route for pedestrians.

37.5 Consideration has been given to the use of the carriageway as a footway which makes it a higher priority when compared to just considering the condition of the carriageway as just for vehicular use. As a consequence improvement works are to be included in the future capital maintenance programme, subject to all other priorities, consultation with Hastings Borough Council and local businesses, and the available budget.

38 PETITION REQUESTING THE INTRODUCTION OF A PEDESTRIAN CROSSING ON OFFHAM ROAD (A2029), LEWES IN THE VICINITY OF BLOIS ROAD

38.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

38.2 The Lead Petitioner, Mr Michael Cahill, spoke in support of the petition.

DECISION

38.3 The Lead Member RESOLVED to advise the petitioners that (1) the request for a pedestrian crossing has been reassessed using the scheme prioritisation process for local transport improvements; and

(2) the pedestrian crossing at the Blois Road location does not currently achieve sufficient priority for funding through the capital programme for local transport improvements.

Reasons

38.4 The request for a pedestrian crossing has been reassessed using the scheme prioritisation process for local transport improvements and does not currently score sufficiently highly for funding through the capital programme for local transport improvements.

38.5 While the County Council is unable to fund the scheme it is recognised there remains a strong local desire for the crossing scheme and they may wish to approach Lewes Town Council to explore opportunities for match funding through the Community Match Initiative.

39 NOTICE OF MOTION: THE COUNTY COUNCIL SUPPORTS THE GOVERNMENT AMBITION TO ELIMINATE AVOIDABLE PLASTIC WASTE (PARTICULARLY SINGLE USE PLASTIC) OVER THE NEXT 25 YEARS. IN SUPPORT OF THIS AMBITION THE COUNTY COUNCIL WILL REVIEW THE USE OF PLASTICS IN ITS OWN SUPPLY CHAIN AND THE PLASTIC RECYCLING FACILITIES AVAILABLE ON ITS ESTATE, TO IDENTIFY AND INCREASE THE OPPORTUNITIES TO REDUCE, RE-USE OR RECYCLE MORE PLASTIC"

39.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

DECISION

39.2 The Lead Member RESOLVED to recommend that the County Council support the Motion as set out in paragraph 1.1 of the report.

Reasons

39.3 The impact of plastic waste on the environment and human health are recognised by the County Council. The Motion will contribute to measures to reduce those impacts.

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Report to:	Lead Member for Transport and Environment
Date of meeting:	19 March 2018
By:	Director of Communities, Economy and Transport
Title:	Capital Programme for Local Transport Improvements 2018/19
Purpose:	To seek approval for the proposed allocation of funds to a specific programme of local transport improvements

RECOMMENDATIONS: The Lead Member is recommended to:

- (1) Agree the programme of local transport improvements for 2018/19 set out in Appendix 1 to this report; and**
 - (2) Agree the allocation of County Council capital funding, development contributions and Local Growth Fund monies towards specific improvements identified in the 2018/19 programme.**
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1. Background Information

1.1 The capital programme for local transport improvements sets out a proposed programme of schemes to be developed and delivered in various locations across the county in 2018/19. The programme is funded from a number of sources including a capital allocation from the County Council, development contributions and funding secured from the Government's Local Growth Fund through the South East Local Enterprise Partnership (SE LEP). A copy of the draft programme is included in Appendix 1.

2. Supporting Information

2.1 In May 2011, the County Council approved the Local Transport Plan (LTP) 2011 – 2026 which identified the Council's strategy for transport investment. The strategic approach adopted in the LTP is to invest in infrastructure which delivers sustainable economic growth and improves safety, security and health. This will be achieved by developing schemes which tackle congestion, improve safety for all road users and where practical and appropriate, promote sustainable travel on foot, by bike and by public transport.

2.2 The LTP is complemented by a series of Implementation Plans setting out delivery proposals in line with the priorities set out in the plan of supporting sustainable economic growth and improving safety, health and security for five year time periods over its lifetime. The first of the Implementation Plans covered the period 2011/12 to 2015/16; the second Implementation Plan covers the period 2016/17 to 2020/21 and was approved by the Lead Member for Transport and Environment at his decision making meeting on 14 March 2016. The content of the Capital Programme for local transport Improvements is consistent with the second LTP Implementation Plan.

2.3 The programme for 2018/19 has been reviewed to take account of the priorities set out in the Council Plan, LTP and its associated Implementation Plan, as well as ensuring the continuation of schemes commenced in the previous financial year and the availability of external contributions.

2.4 As part of the LTP Implementation Plan, and with a single budget for Local Transport and Road Safety schemes, a more robust, evidence based prioritisation process has been developed to assess requests received for all types of schemes. This prioritisation framework was approved by the Lead Member for Economy, Transport and Environment in September 2011. One of the key

elements of this process involves assessing the extent to which scheme requests would meet the objectives of the LTP. Following the outcomes of the prioritisation process, a number of new schemes have been included in the 2018/19 draft programme.

2.5 The amount of County Council funding in the current approved capital programme for Integrated Transport in 2018/19 amounts to £3.224m. This allocation was approved by Cabinet on 23 January 2018. Additional external funding, such as development contributions and Local Growth Fund monies, increase the overall level of funding available to implement local transport improvements in the agreed programme by £6.25m in 2018/19. There are constraints on how this external funding may be used, as it can only be used to fund specific improvements in specific geographical areas. In addition, the terms of some funding streams only enable the construction cost of a scheme to be funded, with the design costs having to be funded from County Council resources.

2.6 A number of the schemes in the capital programme are to be funded from the Government's Local Growth Fund. A total of £66.1m of funding has been made available from Rounds 1, 2 and 3 of the Growth Fund for transport schemes in East Sussex to fund transport projects in East Sussex up to 2020/21. This money has been made available following the submission of the Growth Deals by the South East and Coast to Capital Local Enterprise Partnerships. Some of this funding is for delivering major transport infrastructure (eg. Queensway Gateway Road, North Bexhill Access Road, Newhaven Port Access Road) required to unlock housing and/or employment sites. Funding has also been awarded for the delivery of the following packages of local transport improvements which will support the housing and employment growth in the growth corridors around Eastbourne/South Wealden and Bexhill/Hastings:

- Hailsham, Polegate and Eastbourne Sustainable Transport Corridor
- Eastbourne and South Wealden walking and cycling package
- Eastbourne Town Centre access and improvement package
- Hastings and Bexhill Movement and Access Package (this comprises previous allocations for the junction improvement and walking/cycling packages).

2.7 These packages of local transport improvements will be delivered through the capital programme in a phased approach, with the majority of the funding having been allocated in the years between 2017/18 and 2020/21.

2.8 Historically, the capital programme included a separate allocation for road safety measures to fund the implementation of engineering schemes at specific sites identified as having a high crash record. There is a general consensus that the most dangerous sites have been addressed through road safety engineering works. However, targeted engineering measures will continue to be introduced in response to problems identified through the ongoing analysis of crash data. This road safety engineering work will be focused on a corridor approach which aims to introduce a package of measures (e.g. improvements to signing and lining) along high risk sections of routes on our A and B roads where crashes have occurred. Provision for three road safety route studies has been made in the capital programme for 2018/19. The precise locations of the study sites are still in the process of being identified and will include a review of the most recent crash data.

2.9 The draft capital programme was circulated to all Councillors on 14 February 2018 for comments. The comments received from Councillors were considered at a Cross Party Member Panel, consisting of Councillors Bennett, Stogdon, Daniel, Grover and O'Keeffe held on 28 February 2018. The purpose of the Member Panel was to review the draft programme included in Appendix 1 to this report, consider comments received from other councillors and advise on its content prior to the Lead Member decision making meeting on 19 March 2018.

3. Conclusion and Reasons for Recommendation

3.1 The draft capital programme set out in Appendix 1 represents a balanced programme of improvements which will help deliver not only the objectives of the County Council's Local Transport

Plan but also contribute to achieving broader corporate objectives. I therefore recommend that the funding approved by County Council, development contributions and Local Growth Fund monies identified to support the programme of local transport improvements for 2018/19 be allocated to the programme of schemes set out in Appendix 1.

RUPERT CLUBB

Director of Communities, Economy and Transport

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LOCAL MEMBERS

All

BACKGROUND DOCUMENTS

None

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Year 3 - 2018/19 CPTI

Key to Stages Commenced

- F Feasibility
- P Preliminary Design
- D Detailed Design
- C Construction
- PC Post Construction

Dated 3 February 2018.

Programme continuation from 2017/18

Source	Location	Title	Funding Sources		Total Funding	Stages commenced 2018/19				
			ESCC	External		F	P	D	C	PC

Hastings Bexhill Movement and Access Package

LGF	Hastings	Hastings Walking and Cycle Network - Alexandra Park Cycle Route	£	215,000.00	£	215,000.00													
LGF	Hastings	Hastings Walking and Cycling Network - Alexandra Park to Conquest Hospital	£	30,000.00	£	30,000.00													
LGF	Hastings	Hastings Walking and Cycle Network - Queensway to Silverhill (western) route	£	385,000.00	£	385,000.00													
LGF	Hastings	Hastings Walking and Cycle Network: NCN(Seafrost) Route 2: Improve/rationalise signage and markings	£	5,000.00	£	5,000.00													
LGF	Hastings	Hastings Walking and Cycle Network - Cycle Parking	£	13,500.00	£	13,500.00													
LGF	Hastings	The Ridge Corridor - Bus Stop Improvements and facilities for Pedestrians	£	175,000.00	£	175,000.00													
LGF / Devpt Cont	Hastings	The Ridge Corridor -Pedestrian crossing in the vicinity of the Cemetery	£	140,000.00	£	140,000.00													
LGF	Hastings	Hastings Bus Stop Accessibility Improvements - Bus Stop Clearways/High Access Kerbs (bus stop poles)/Bus Shelters	£	50,000.00	£	50,000.00													
LGF	Hastings	Hastings Traffic Management - Variable message parking signs	£	20,000.00	£	20,000.00													
LGF	Hastings	Hastings Movement & Access Route Schemes (MARS) – Seafrost Connectivity	£	60,000.00	£	60,000.00													
LGF	Hastings	Hastings Movement & Access Route Schemes (MARS) – Station to Seafrost	£	60,000.00	£	60,000.00													
LGF	Hastings	Hastings Town Centre - Cambridge Road/ComWalls Gardens junction pedestrian crossing	£	23,000.00	£	23,000.00													
LGF / Devpt Cont	Hastings	Hastings Town Centre - Havelock Road Pedestrian Crossing	£	200,000.00	£	200,000.00													
LGF	Hastings	Hastings Walking and Cycling Network - 'Wayfinding' project	£	200,000.00	£	200,000.00													
LGF	Hastings	Redesign the junction with Bethune Way and Elphinstone Road and consider the possibility of signalling the junction	£	25,000.00	£	25,000.00													
LGF	Hastings	Battle Road Corridor - Old Harrow Road junction Pedestrian Crossing	£	25,000.00	£	25,000.00													
LGF	Hastings	Gillsman Hill- pedestrian crossing and traffic calming	£	20,000.00	£	20,000.00													
LGF	Bexhill	Bexhill Walking and Cycle Network - Cycle Routes 1 - 9 (East & North Bexhill)	£	100,000.00	£	100,000.00													
LGF	Bexhill	Bexhill Walking and Cycle Network - Cycle Parking Package	£	36,500.00	£	36,500.00													
LGF	Bexhill	Bexhill Walking and Cycle Network - A259/Dorset Road: pedestrian crossing improvements	£	30,000.00	£	30,000.00													
LGF	Bexhill	Bexhill Walking and Cycling Network: Collington Avenue/Sutherland Avenue junction pedestrian crossing	£	25,000.00	£	25,000.00													
LGF	Bexhill	London Road Corridor - Traffic Management and Public Realm package	£	100,000.00	£	100,000.00													
LGF	Bexhill	Bexhill Bus Stop Accessibility Improvements - Bus Stop Clearways/High Access Kerbs (bus stop poles)/Bus Shelters	£	50,000.00	£	50,000.00													
LGF	Bexhill	A269 Ninfield Road corridor: Watermill Lane and Wrestwood Road junction improvements	£	20,000.00	£	20,000.00													
LGF	Bexhill	Bexhill Traffic Management - traffic signals at Cooden Drive/ Westcourt Drive junction	£	30,000.00	£	30,000.00													

Eastbourne South Wealden Walking and Cycling package

LGF	Eastbourne	Eastbourne Walking and Cycle Network - Horsey Way Phase 3 (Lottbridge Drive to Sovereign Harbour)	£	100,000.00	£	100,000.00													
LGF	Eastbourne	Eastbourne Walking and Cycle Network - Horsey Way Phase 1B (Cavendish Place to Ringwood Road)	£	235,000.00	£	235,000.00													
LGF	Eastbourne	Eastbourne Walking and Cycle Network - Meads Area Pedestrian and Safety Improvements	£	200,000.00	£	200,000.00													
LGF	Eastbourne	Eastbourne Walking and Cycle Network - Willington Drive cycle route	£	70,000.00	£	70,000.00													
LGF	Eastbourne	Eastbourne / South Wealden cycling and walking improvements (following BC approval)	£	200,000.00	£	200,000.00													

Hailsham Polegate Eastbourne Movement and Access Corridor package

LGF	Eastbourne & South Wealden	Hailsham/Polegate/Eastbourne Sustainable Transport Corridor	£	400,000.00	£	400,000.00													
LGF	Eastbourne	Eastbourne Walking and Cycle Network - Town centre to hospital cycle route	£	65,000.00	£	65,000.00													

Comments

Assume £175k construction in 18/19, £40k design. LMTE approval required re scheme (April 18)
Development contribution - Land at Former Hurst Court, 316 The Ridge (£75k available)
Includes the pedestrian crossings at 1. Robertson Street/Carlisle Parade, 2. Harold Place/Denmark Place, 3. Albert Road/Denmark Place, plus Robertson Street – meeting with boundary at Harold Place
Station Approach, Junction Devonshire Road/Comwalls Terrace/Havelock Terrace, Devonshire Road/Middle Street pedestrian crossing, Station Road, Havelock Road and Harold Place, Albert Road
£50k contribution from parking surplus
Assume signage will be installed in 2018/19 (by HBC)
Brief developed with RDC
Continuation of scheme started in 2017/18. Allows for £25k for ecological works as part of a 5 year management plan. £12k design
Elements of scheme consulted on in Autumn 2017 to be approved by LMTE April 2018

Source of funding							
ESCC Funding (LGF and ITM)	ESCC Funding (Community Match)	External Funding	External: Community Match	External: Devpt Cont'ns	External: LGF - E&SW W&C Package	External: LGF - HPE MAC	External: LGF - H&B MAC

		£215,000.00					£215,000.00
		£30,000.00					£30,000.00
		£385,000.00					£385,000.00
		£5,000.00					£5,000.00
		£13,500.00					£13,500.00
		£175,000.00					£175,000.00
		£140,000.00		£75,000.00			£65,000.00
		£50,000.00					£50,000.00
		£20,000.00					£20,000.00
		£60,000.00					£60,000.00
		£60,000.00					£60,000.00
		£23,000.00					£23,000.00
		£200,000.00		£50,000.00			£150,000.00
		£200,000.00					£200,000.00
		£25,000.00					£25,000.00
		£25,000.00					£25,000.00
		£20,000.00					£20,000.00
		£100,000.00					£100,000.00
		£36,500.00					£36,500.00
		£30,000.00					£30,000.00
		£25,000.00					£25,000.00
		£100,000.00					£100,000.00
		£50,000.00					£50,000.00
		£20,000.00					£20,000.00
		£30,000.00					£30,000.00
		£100,000.00					£100,000.00
		£235,000.00					£235,000.00
		£200,000.00					£200,000.00
		£70,000.00					£70,000.00
		£200,000.00					£200,000.00
		£400,000.00					£400,000.00
		£65,000.00					£65,000.00

Programme continuation from 2017/18

Source	Location	Title	Funding Sources		Total Funding	Stages commenced 2018/19				
			ESCC	External		F	P	D	C	PC
Devpt Cont / ESCC	Wealden District	Wadhurst High Street Pedestrian Improvements.	£ 147,000.00	£ 28,000.00	£ 175,000.00			●	●	
Devpt Cont / ESCC	Lewes District	A259 South Coast Corridor Package - Peacehaven: Downland Avenue to Sutton Avenue bus stop, cycle and pedestrian improvements	£ 207,500.00	£ 232,500.00	£ 440,000.00			●	●	●
Devpt Cont	Wealden District	Challey - Warrs Hill Footway and Crossing		£ 20,000.00	£ 20,000.00		●	●		
Devpt Cont / ESCC	Uckfield	Uckfield Phase 3 Bus Station	£ 126,345.00	£ 144,655.00	£ 271,000.00			●	●	●
Devpt Cont / ESCC	Uckfield	Uckfield Phase 4 Movement and Access	£ 73,655.00	£ 176,345.00	£ 250,000.00	●	●			
		Staff Recharges - ESCC	£ 309,500.00		£ 309,500.00					
		Programme Management - East Sussex Highways	£ 200,000.00		£ 200,000.00					
			£ 3,224,000.00	£ 4,949,500.00	£ 8,173,500.00					

Comments
Development contribution - Land off Courthope Avenue (£17.4 available) Development contribution - 1 Townlands Road (£10.4k available)
Development Contribution - Land North of 56 Keymer Avenue (£152.4k available) Development Contribution - Land @ Arundel Road (£66.2k available) Development Contribution - 200 - 204 South Coast Road and 17 Dorothy Avenue (£13.8k available)
s106 contribution available for construction - Challey New Heritage (£140k available)
Various Development Contributions (£144.6k available)
Various s106 contributions - approx £800k held by Wealden.

ESCC Funding (LGF and ITM)	ESCC Funding (Community Match)	External Funding	Source of funding				
			External: Community Match	External: Devpt Cont'ns	External: LGF - E&SW W&C Package	External: LGF - HPE MAC	External: LGF - H&B MAC
£147,000.00		£28,000.00		£28,000.00			
£207,500.00		£232,500.00		£232,500.00			
		£20,000.00		£20,000.00			
£126,345.00		£144,655.00		£144,655.00			
£73,655.00		£176,345.00		£176,345.00			
£309,500.00							
£200,000.00							
Local Transport Schemes total	£3,224,000.00	£4,949,500.00		£1,631,500.00	£805,000.00	£600,000.00	£1,913,000.00

Community Match funding

ESCC CM	Location	Title	ESCC	External	Total Funding	F	P	D	C	PC
ESCC CM	Lewes	CM - Brighton Road Lewes Puffin Crossing	£ 40,000.00	£ 60,000.00	£ 100,000.00				●	●
ESCC CM	Westfield	CM - Cottage Lane footway, Westfield	£ 15,000.00	£ 15,000.00	£ 30,000.00				●	●
ESCC CM	Hailsham	CM - Coopers Green road speed limit			£ -				●	●
ESCC CM	Hailsham	CM - Catsfield school buildout and speed limit			£ -				●	●
ESCC CM	Seaford	CM - Seaford tourist signs		£ 12,000.00	£ 12,000.00				●	●
ESCC CM	Community Match	CM - New Scheme 1			£ -					
ESCC CM	Community Match	CM - New Scheme 2			£ -					

Funded fully by Seaford TC

	£40,000.00	£60,000.00	£60,000.00				
	£15,000.00	£15,000.00	£15,000.00				
		£12,000.00	£12,000.00				
	£6,500.00	£6,500.00	£6,500.00				
	£25,000.00	£25,000.00	£25,000.00				
Community Match schemes total	£86,500.00	£118,500.00	£118,500.00				

Overall (Local Transport and Community Match) Total	£3,224,000.00	£86,500.00	£5,068,000.00	£118,500.00	£1,631,500.00	£805,000.00	£600,000.00	£1,913,000.00
Total Central Finance allocation	£3,224,000.00	£150,000.00	£6,100,000.00	£118,500.00	£1,631,500.00	£1,750,000.00	£600,000.00	£2,000,000.00
Variance (Financial Allocation - Overall Total)		£63,500.00	£1,032,000.00			£945,000.00		£87,000.00

Total Spend
£8,378,500.00
Total Funding Available
£9,474,000.00

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Report to: Lead Member for Transport and Environment

Date of meeting: 19 March 2018

By: Director of Communities, Economy and Transport

Title: East Sussex Statement of Community Involvement (Adoption)

Purpose: To consider the representations on the draft Statement of Community Involvement and agree changes to the document for adoption by the Council.

RECOMMENDATIONS: The Lead Member is recommended to recommend that the County Council:

(1) Agree the response to representations on the draft Statement of Community Involvement and agree the proposed changes to the document; and

(2) Adopt and publish the revised Statement of Community Involvement.

1 Background Information

1.1 Section 18 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to produce a Statement of Community Involvement (SCI), which should explain how they will engage local communities and other interested parties in producing their Local Plan and determining planning applications. The SCI should be regularly reviewed and accordingly revised in order to ensure that it is kept relevant. Any revisions made to the SCI need to be subject to public consultation. This public consultation has been undertaken and a revised SCI has been prepared for adoption.

1.2 The County Council's SCI needs to cover the consultation and engagement arrangements for the Local Plans the Council intends to prepare, as set out in the Minerals and Waste Development Scheme¹. It also needs to cover the consultation and engagement arrangements for all planning applications for minerals and waste (County Matters) and for the County Council's own service development (e.g. schools, roads and libraries).

1.3 There have been a number of changes to the planning system since the previous SCI was adopted in 2013 and it is therefore in need of revision. In addition, the SCI needs to be updated following changes to the delegation arrangements regarding the South Downs National Park Authority (SDNPA) and the work that was previously undertaken by the County Council on its behalf.

2 Supporting Information

2.1 The revised SCI has been developed following experience of public consultation undertaken during both the development of the Waste and Minerals Plan and Waste and Minerals Sites Plan, and the determination of planning applications during recent years.

¹ This is primarily the first review of the Waste and Minerals Local Plan, see: <https://www.eastsussex.gov.uk/media/7878/lds-2017-02-february.pdf>

2.2 The revised SCI sets out how and when communities can become involved in planning matters and the methods of engagement the Planning Authority will use. It further establishes the minimum public consultation and publicity standards the Council is required by law to meet and sets out how and when these will be exceeded.

2.3 Lead Member agreed at the July 2017 Meeting to publish the draft revised SCI for public consultation. The Planning Authority received four responses during the eight week consultation period. Responses were received from Southern Water, the Environment Agency, Rother District Council and Highways England, none of which were suggesting amendments to the draft SCI. On the basis of the response, no changes have been made to the draft SCI that was presented to Lead Member in July 2017. However, some minor amendments have been made to the SCI to remove the details relating to the consultation which appeared in the draft version.

2.4 The revised SCI is attached as Appendix 1.

3. Conclusion and reasons for recommendations

3.1 The Council has to meet the statutory requirement to produce a Statement of Community Involvement (SCI). The draft revised SCI updates the existing document to take into account changes in national Government planning policy and the Localism Act and reflects experiences in undertaking public consultation over the past four years. It also reflects the changes to development management delegation arrangements within the South Downs National Park. Following Lead Member agreement, the draft document has been published for public consultation. The document now needs to be adopted by Council and used as the basis for community engagement undertaken by the planning authority.

Rupert Clubb
Director of Communities, Economy and Transport

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LOCAL MEMBERS

All

BACKGROUND DOCUMENTS

East Sussex Statement of Community Involvement 2013



East Sussex County Council Statement of Community Involvement

Introduction

Introduction

1.1 East Sussex County Council, as a local planning authority, is required by section 18 of the Planning and Compulsory Purchase Act 2004 to prepare a Statement of Community Involvement (SCI). This Statement of Community Involvement sets out the Council's policy in relation to public engagement in the preparation and review of planning documents and determination of planning applications.

1.2 This, the third version of the East Sussex SCI, has been updated to incorporate updated legislation and reflect changes in national planning policy. It builds on the Council's commitment to promoting equality, both in the provision of its services and the methods used to deliver them, with specific consideration has being given as-to how to include those who have may have difficulty engaging with planning, sometimes referred to as 'hard to reach' groups. Through the implementation of this SCI the Council seeks to undertake early and meaningful engagement with the local communities of East Sussex, so that plans, as far as possible, reflect a collective vision and a set of agreed priorities; and planning application are effectively publicised and determined in consultation with local communities.

1.3 We hope you find this SCI useful but please contact us if you have any queries. You can contact us on the details below:

Email - wasteandmineralsdf@eastsussex.gov.uk

Phone - 01273 481846

If you wish to be notified about Waste and Minerals Local Plan Consultations you can register your details at our on-line consultation portal: <http://consult.eastsussex.gov.uk>. By doing this you will automatically be informed when consultations take place.

Promoting Equality

Promoting Equality

2.1 The County Council is committed to promoting equality, both in the provision of its services and the methods used to deliver them. The Council will seek to ensure that there is equal opportunity for all to become involved in planning at all stages of plan production and throughout the lifetime of a planning application. Where there are barriers to access, the Council seeks to overcome them. The Council also seeks to specifically include those who may have difficulty engaging with planning, sometimes referred to as 'hard to reach' groups. This may include specific groups such as:

- children and young people;
- older people;
- black and minority ethnic people (BME);
- people with disabilities, or those with special needs;
- people who are unemployed or on low incomes;
- young single parents;
- refugees and asylum seekers;
- people who are homeless;
- lesbians, gay men and other people discriminated against because of their sexuality; and
- the Gypsy and Traveller community.

2.2 It may also include those who have specific difficulties such as:

- illiteracy;
- learning difficulties;
- language difficulties;
- mobility difficulties;
- hearing and visual impairments;
- remoteness from public transport; and
- remoteness from Council Offices and libraries.

2.3 Officers will consider the potential interest and involvement of hard to reach groups or individuals during the production of Local Plans and during the determination of planning applications and the best methods to involve them.

2.4 Additionally, Equalities Impact Assessments are carried out on each of the documents forming part of the Waste and Minerals Local Plan as they are prepared. These help to identify if a group or groups are particularly affected by the Local Plan. Further information on the Equalities Act 2010 and the Council's duty can be found on the [County Council's Equalities webpage](#).

Community Engagement in Planning Policy

Community Engagement in Planning Policy

3.1 East Sussex County Council, as a waste and minerals planning authority, is responsible for the preparation of the Waste and Minerals Local Plan for East Sussex. The Council may also prepare Supplementary Planning Documents which provide area or topic specific guidance. Each of these have different consultation requirements.

Local Plans

3.2 Local Plans must be prepared in line with the Planning and Compulsory Purchase Act 2004, the Localism Act 2011, the Town and Country Planning (Local Planning)(England) Regulations 2012 (as amended) and the National Planning Policy Framework. The National Planning Policy Guidance provides further guidance.

3.3 The County Council is required to consult with:

- Specific Consultation Bodies that the local planning authority consider may have an interest in the subject of the proposed local plan;
- General Consultation bodies that the local planning authority consider appropriate; and
- residents or other persons carrying on business in the local planning authority's area from which the authority considers it appropriate to invite representations.

3.4 The first stage of consultation, known as Regulation 18 consultation, invites representations to be made on the content of the proposed plan. This may take the form of one or several consultations depending on the form and content of the document being produced. A pre-submission plan is then produced and representations are invited on the 'soundness' of the plan; this is known as a Regulation 19 consultation. The Council will then submit the draft Plan to Government which triggers a Public Examination of the Plan. This is where an Independent Planning Inspector determines if the Plan is 'sound' and legally compliant. During the Examination, should the Council decide that changes to plans are needed, further consultations may occur. At the end of the Examination, should the Inspector find the Plan 'sound' and legally compliant, the Council may then adopt the Plan and use it in the determination of planning applications.

3.5 During all consultations on Local Plans, the County Council will:

Table 1 Publicity, Consultation and Comments

Methods used	Comments
Run consultations for a minimum of six weeks. ⁽¹⁾	This may be extended to allow for holiday periods.

¹ Minimum period of consultation as outlined by The Town and Country Planning (Local Planning)(England)Regulations 2012.

Community Engagement in Planning Policy

Methods used	Comments
Maintain a database of General, Specific and other consultees to be consulted during each stage.	The database will also be used to provide updates outside of consultation periods and to advise in advance of forthcoming consultations and topics.
Make relevant documents and material available for inspection at County Council offices and other suitable places for a minimum six weeks consultation period.	This will be extended to district and borough offices, parish councils and libraries when appropriate.
Make relevant documents and material available for inspection on the County Council website for a minimum six weeks consultation period.	Relevant documents and material will be available for the whole consultation period, and will be archived for future reference when the consultation period is over.
Establish a consultation portal on the internet.	Allows documents to be viewed and comments to be made in one place online.

3.6 During all consultations on Local Plans, the Council may use some or all of the following methods below to consult and engage with communities:

Table 2 Methods of Community Involvement

Methods used	Comments
Hold public exhibitions and roadshows at selected venues, usually staffed to enable on hand explanation, discussion and feedback.	Unstaffed small displays may also be suitable in libraries or other offices for general publicity or information.
Hold public workshops to discuss and debate issues and/or particular proposals for an area.	These may take place at weekends and outside normal working hours.
Undertake face to face meetings with organisations to discuss specific or detailed issues.	Meetings could be arranged with individuals in certain circumstances.
Attend open meetings subject to staff resources.	N/A
Undertake Action Planning exercises to engage with specific communities, particularly those considered 'Hard to Reach'.	This could be extended for other activities, such as generating

Community Engagement in Planning Policy

Methods used	Comments
	ideas to explore the type and location of waste facilities.
Invite comments on proposals through the County Council magazine "Your County" or equivalent publications.	N/A
Produce leaflets and brochures to provide non-technical issues for a wider audience.	These may be delivered directly to individuals and stakeholders
Place advertisements in local newspapers and issue other media releases.	N/A
Use of Social Media such as Facebook and Twitter to raise awareness of issues and invite comment.	N/A
Use the County Council's website to raise awareness and invite comment.	N/A

3.7 The County Council may use all or some of the above methods of consultation. This will depend on the subject of the proposals, the most affected communities, the planning issues raised, the extent to which it may be considered controversial and the resource costs of each method.

3.8 The amount and mix of consultation methods used for any given document will be at a level which can be reasonably expected for the status of the local plan.

3.9 Any person may make a request for a copy of the relevant documents in order to make a representation. The County Council will provide a copy as soon as is reasonably practicable to do so, but may have to make a reasonable charge for the document.

3.10 Staff will usually be available by telephone during standard office hours to answer questions and provide relevant information during the consultation.

3.11 Plain English will be used in all documents to ensure everyone who wishes to engage with the planning process can do so without confusion and misunderstanding. Sometimes it is inevitable, however, that in some cases specific terminology will be used in planning literature. When this happens, every effort will be made to ensure that an easy to understand explanation is available somewhere in the document or on the website. In most cases this should be in the text or a footnote, but definitions or a glossary may also be provided. A planning officer will usually be available for further questions relating to any documents produced by the service.

Community Engagement in Planning Policy

3.12 Where decisions have to be taken on a document or other material by a County Council committee as part of the Local Plan process, a report will be considered and a decision made by the Lead Member for Transport and Environment, the Cabinet, or the full Council as appropriate. This is in accordance with legal requirements and the County Council's constitution. They will be advised by the Planning Committee where appropriate. Local Plans could be scrutinised by the Economy, Transport and Environment Scrutiny Committee and decisions by the Lead Member for Transport and Environment could be referred to full Council by the Scrutiny Committee.

Supplementary Planning Documents

3.13 The Council may also produce Supplementary Planning Documents (SPDs) when required. SPDs expand on policies or provide greater detail than can be included in a Local Plan. Whilst they must undergo public consultation, they do not pass through all the stages listed above for Local Plans.

3.14 Prior to adopting an SPD, the County Council must:

- Make relevant documents and material available for inspection at County Council offices and other locations that the local planning authority consider appropriate for a minimum four weeks consultation period; and
- Make relevant documents and material available for inspection on the County Council website for a minimum four weeks consultation period.

3.15 The County Council will exceed these minimum requirements when it is appropriate to do so. The consultation period may be longer than four weeks, for example, where it overlaps with a public holiday or involves a particularly sensitive or controversial issue. The initial consultation on the form of the SPD will be undertaken using appropriate methods from those listed above in Table 2.

3.16 The SPD would then be adopted by the County Council following any necessary changes identified during the consultation period. SPDs are not subject to independent examination.

Partnership working

3.17 East Sussex County Council works in partnership with Brighton & Hove City Council and the South Downs National Park Authority on the preparation of Waste and Minerals Planning Policy documents for East Sussex and Brighton & Hove, including the area within the South Downs National Park. Under the existing arrangements each authority has to approve each plan document. There are no arrangements for a joint approval committee.

Community Engagement in Planning Policy

Duty to Co-operate

3.18 The Localism Act 2011 introduced a 'duty to co-operate' between specific bodies, of which the County Council is one. The duty exists to ensure that the authorities involved in land use planning cooperate with each other in the preparation of their respective plans. This particularly applies to strategic matters such as housing provision, waste management and minerals provisions. In the preparation of the Waste and Minerals Local Plan the Council will work with the other prescribed bodies in the spirit of the duty to cooperate. The exact methods used will depend on the topic and bodies involved, but may involve meetings or statements of common ground.

Neighbourhood Plans

3.19 The Localism Act 2011 also makes it possible for parish councils and neighbourhood forums to prepare neighbourhood plans for their areas. These plans allow local communities to prepare plans indicating where future development should be located in their area. Once these plans are 'made' they are considered to be part of the Local Plan for the area and are used in the determination of planning applications. Whilst neighbourhood plans may not contain policies about 'strategic matters' such as the topics of minerals and waste development, the Council will sometimes comment and engage with the Parish / Town Council or Neighbourhood Forum where waste management or minerals infrastructure exists and may affect their Plan.

Community Engagement in Development Management

Community Engagement in Development Management

4.1 The County Council is responsible for the determination of two types of planning application:

- Minerals and Waste development; and
- County Council development, for example, schools, roads, libraries and social services buildings.

4.2 There are currently no joint working arrangements with other planning authorities.

Pre-application consultation

4.3 For certain types of development, specifically onshore windfarm developments, the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) requires applicants to undertake a public consultation prior to submitting a planning application. Likewise, National and Local Policy, for example NPPF paragraph 66 and Policy WMP20 of the Waste and Minerals Plan typically encourage applicants for larger developments to undertake public engagement prior to submitting an application for determination. These consultations are normally developer-led and generally do not involve the planning authority.

4.4 There is no requirement on the County Council as a Planning Authority to hold a public consultation when responding to pre-application proposals. However, the Council may seek specialist advice as it sees fit.

Publicity of a planning application & consultation arrangements

4.5 The Town and Country Planning (Development Management Procedure) (England) Order 2015 sets out the statutory requirements for publicity and advertisement for planning applications. The table below summarises the minimum requirements for publicising planning applications.

Table 3 Minimum requirements for publicising planning applications

Type of application	Minimum publicity requirements
Minerals and waste applications and other “major development” applications	Advertised in a local newspaper; and Site notice or neighbour notification letter

Community Engagement in Development Management

Type of application	Minimum publicity requirements
Other applications that: <ul style="list-style-type: none"> are accompanied by an Environmental Statement; depart from the development plan; or affect a right of way 	Advertised in a local newspaper; and site notice
Other applications that: <ul style="list-style-type: none"> affect the setting of a listed building; and/or the character or appearance of a conservation area 	Advertised in a local newspaper; and site notice
Non-Material Amendment Applications	Consultation is discretionary
All other applications	Site notice or neighbour notification letter

4.6 In each case, the Local Planning Authority must also publish information about each planning application received on its website. This information must include:

- the address or location of the development;
- a description of the development;
- the date by which representations should be received;
- where and when the application can be inspected; and
- how representations can be made.

4.7 Current planning applications are available to view at County Hall and at the relevant District and Borough Council offices as set out on the councils' websites. For historic planning applications please check with the Council first as these may have to be retrieved from archives and may not be immediately available.

4.8 The period given to respond to a consultation is 21 days, except for applications requiring an Environmental Statement which is 42 days.⁽²⁾

4.9 Representations on planning applications must be made in writing to the County Council online, by email or by post.

4.10 The County Council will meet and, as appropriate, exceed the statutory requirements for publicity for planning applications. For instance, for planning applications, where it is feasible to do so, a site notice will be placed on every application site and neighbour notification letter will be sent.

Community Engagement in Development Management

4.11 Electronic communication is considered the most appropriate and cost effective way of disseminating information on planning applications to the widest possible number of people and organisations. Whilst it is acknowledged that e-communications may not be the most appropriate method for every consultee, the Council wishes to encourage a shift to this form of communication. Therefore, whilst hard copies of planning applications and supporting information may still be requested, the County Council reserves the right to make a reasonable charge for this information.

4.12 A variety of additional communication methods can be utilised to ensure appropriate communities are engaged during the determination of major planning applications. These will be chosen from the table below:

Table 4 Additional methods for publicising planning applications

Methods	Description
Public exhibitions and meetings	The Council will, when appropriate: <ul style="list-style-type: none"> encourage applicants to hold exhibitions, public fora and/or community meetings at an early stage to explain, discuss and seek public feedback on their proposals
Focus and discussion groups and meetings	In certain circumstances, the Council will: <ul style="list-style-type: none"> encourage discussion with groups of local organisations where there is a particular issue or set of issues raised by a proposal or applications, or the level of interest makes it appropriate arrange meetings with organisations representing hard to reach groups, or with hard to reach groups themselves, where it is an appropriate way of seeking their views
Liaison groups	The County Council will: <ul style="list-style-type: none"> encourage and, where appropriate, facilitate the establishment of liaison groups to monitor and disseminate information locally on the progress of any subsequent major development to provide a link between the community and local authorities, applicants and developers
Public surgeries	When appropriate, the Council will: <ul style="list-style-type: none"> use local premises as a drop in point for information and/or discussion for some major or controversial applications
Planning Aid	The County Council will: <ul style="list-style-type: none"> recommend and publicise the use of the Planning Aid organisation as additional and independent help for people who want to be involved in the consideration of

Community Engagement in Development Management

Methods	Description
	proposals and/or applications, with the particular aim of facilitating the involvement of hard to reach groups

4.13 The case officer will consider the appropriate consultation methods that should be used for each application received, taking into account the nature of the proposal, which communities are likely to be affected, planning issues likely to be raised, the extent to which the application is likely to be controversial and the resource costs of each method.

4.14 The majority of planning applications do not come before the Planning Committee, but are dealt with under powers delegated to the Head of Planning and Environment Service (known as Delegated Powers). In these cases, where no more than one objection is raised during the public consultation and the scheme is not considered to be major or controversial, a planning officer will produce a report and recommendation which will be approved under delegated powers by the Head of Planning and Environment. The decision notice is then issued.

4.15 The circumstances where an application will be determined under delegated powers or by the Planning Committee are outlined in the Council's formal [Scheme of Delegation](#). The Scheme of delegation helps to streamline the system and ensure that Planning Committee time is utilised to maximum effect scrutinising the most appropriate applications. However, applications for major and/or controversial proposals will also likely go before the Committee regardless of whether objections have been received.

Planning Committee

4.16 If an application is not dealt with under delegated powers it will go before the Planning Committee for determination. As with the delegated decisions, a planning officer will produce a report and recommendation which will then be debated at a meeting of the Planning Committee. The decision notice is then issued.

4.17 Members of the public can speak at the Planning Committee provided the interested person has made written representations to the relevant case officer in the Council's Planning Policy and Development Management Team on the relevant application at least 7 days in advance of the meeting.

4.18 If this requirement has been met, those who wish to speak should contact the Democratic Services Officer on 01273 481935 no later than 12 noon on the Friday before the meeting. The agenda for each Committee will be published at least five working days before the meeting. It is not possible to alert each respondent on whether an item is going before the Planning Committee meeting because some applications can attract a large volume of responses.

Community Engagement in Development Management

4.19 Planning Committee meetings are generally held once a month, starting at 10.30am in the Council Chamber at County Hall, Lewes. Speakers should arrive at least 15 minutes before the start of the meeting. The Committee's schedule is published on the Council's website.

4.20 There are three categories of people who can speak. They are:

- up to three individuals or group representatives, including any parish or town council representative, who are opposing the planning application;
- up to three individuals or group representatives, including any parish or town council representative, and including the applicant who are supporting the planning application; and
- local County Councillors.

4.21 Details on procedures of the Planning Committee and what will happen on the day and full details regarding public speaking arrangements are available from the [County Council's website](#).

4.22 Agendas and minutes of previous meetings are available on the County Council website. Planning Committee meetings are also webcast live and available for viewing for the following six months.

Development Management - Feedback

4.23 On matters related to proposals and applications, the County Council will provide feedback to individuals, organisations and the community generally in the following ways. These are in addition to, or an expansion of, the methods set out elsewhere in this SCI:

- progress on an application, including responses and representations by consultees and the public, reports to Committee, and decisions, will be available through the County Council website.
- comments received on applications will normally be acknowledged.
- all applications reported to the Planning Committee (or other committee) will be the subject of a report by the Director of Communities, Economy and Transport (DCET) or the Head of Planning and Environment. This will include a summary of the consultation responses and representations received and how they have been taken into account, an analysis of the issues raised by the application, and a recommendation to the committee by the officer. All comments and representations received will be considered and appraised on the basis of the merits of the planning arguments put forward, regardless of whether a point is made by one or more individuals, groups, or organisations, or whether it is the result of a statutory or voluntary response. The Planning Committee Agenda is published at least five working days prior to the committee meeting. The associated reports are normally published with the agenda, but the may be exceptional circumstances when this does not occur.
- applications determined by the DCET or the Head of Planning and Environment under the County Council's scheme of delegation ("delegated

Community Engagement in Development Management

decisions”) will also be the subject of a report by the DCET or the Head of Planning and Environment. These reports will be made available on the County Council’s website, together with the other documents related to an application;

- the County Council will notify by letter or email the decision on an application to all those people, community organisations and other bodies which submitted comments;
- copies of the decision notice for an application will be sent to the relevant Borough/District Council and will be made available for inspection at County Hall, Lewes and on the Council’s website. This will include any legal agreement associated with a permission.

Future reviews of the SCI

Future reviews of the SCI

5.1 The County Council will monitor the implementation of the SCI and will include this as part of its Annual Monitoring Report. It will use feedback from stakeholders, community groups and others as well as evidence from consultations and involvement on Local Development Documents and planning applications. The results will be published and will be used to update and review the methods of community involvement and other procedures.

Future reviews of the SCI

Appendices

1. Consultees for Local Development Documents
2. Typical deposit points for Local Development Documents
3. Publicity and advertisement requirements for planning applications

1 Consultees for Local Development Documents

Appendix 1: Consultees for Local Development Documents

The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for consultation on Local Development Documents at the Regulation 18 and 19 stages.

Under Regulation 18, when preparing Minerals and Waste Development Documents the County Council must:

(a) notify specific consultation bodies, general consultation bodies, and such residents or other persons carrying on business in the local planning authority's area from which the local planning authority consider it appropriate to invite representations, of the subject of a local plan which the local planning authority propose to prepare, and

(b) invite each of them to make representations to the local planning authority about what a local plan with that subject ought to contain.

Under Regulation 19, when preparing Minerals and Waste Development Documents the County Council must:

(a) make a copy of each of the proposed submission documents and a statement of the representations procedure available in accordance with regulation 35, and

(b) ensure that a statement of the representations procedure and a statement of the fact that the proposed submission documents are available for inspection and of the places and times at which they can be inspected, is sent to each of the general consultation bodies and each of the specific consultation bodies invited to make representations under regulation 18(1).

Set out below are the lists of these consultation bodies which the County Council must use in meeting the consultation requirements at different stages in the production of Local Development Documents. A more detailed list of named organisations will be maintained and updated by the County Council, together with other groups and individuals who have expressed a desire to be kept informed regarding the progress of Local Development Documents. These lists will provide the basis for consultation at the different stages of Local Development Documents.

Specific Consultation Bodies

- The Coal Authority
- The Environment Agency
- The Historic Buildings and Monuments Commission for England, (known as Historic England)
- The Marine Management Organisation
- Natural England

Consultees for Local Development Documents 1

- Network Rail
- Highways England
- The Secretary of State for Transport, (where they are the Highways Authority for any highway in East Sussex)
- Homes and Communities Agency
- Borough, District, Town and Parish Councils within East Sussex,
- County, Borough, District, Town and Parish Councils adjoining East Sussex
- Surrey and Sussex Healthcare NHS Trust
- Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communications Act 2003, and who owns or controls electronic communication apparatus situated in East Sussex
- Any person to whom a licence has been granted under section 6 (1) (b) or (c) of the Electricity Act 1989 and who exercises functions in East Sussex
- Any person to whom a licence has been granted under section 7 (2) of the Gas Act 1986 and who exercises functions in East Sussex
- Sewerage undertakers who exercise functions in East Sussex
- Water undertakers who exercise functions in East Sussex

General Consultation Bodies

- Voluntary bodies, some or all of whose activities benefit any part of East Sussex
- Bodies which represent the interests of different racial, ethnic or national groups in East Sussex
- Bodies which represent the interests of different religious groups in East Sussex
- Bodies which represent the interests of different disabled persons in East Sussex
- Bodies which represent the interests of persons carrying on business in East Sussex⁽³⁾

3 For the purposes of County Council planning, this refers to those people or businesses carrying out Waste and Minerals activities

2 Typical deposit points for Local Development Documents

Appendix 2: Typical deposit points for Local Development Documents

There are occasions when Local Plans and other documents must be put on deposit. Below is a list of typical deposit points. The exact list of deposit points for any consultation may vary and will normally be listed on the consultation notice.

Battle - Rother District Council Help and Advice Centre, 6 Market Square, Battle

Bexhill-on-Sea - Rother District Council, Town Hall, Bexhill-on-Sea

Crowborough - Crowborough Librarary, Pine Grove, Crowborough, East Sussex TN6 1DH

Eastbourne - Eastbourne Borough Council, Economy, Tourism and Environment Department, 1 Grove Road, Eastbourne

Hailsham - Wealden District Council, Vicarage Lane, Hailsham

Hastings - Community Contact Centre, Hastings Town Hall, Queens Road, Hastings, TN34 1QR

Lewes - East Sussex County Council, Communities, Economy and Transport, County Hall, St. Anne's Crescent, Lewes

Lewes - Lewes District Council Planning and Environmental Services Department, Southover House, Southover Road, Lewes

Newhaven - Newhaven Area Office (Lewes District Council), Saxon House, Meeching Road, Newhaven, BN9 9QX

Rye - Rye Library and Community Help Point, 30 High Street

Seaford - Seaford Town Council Offices (Lewes District Council), 37 Church St, Seaford BN25 1HG

Publicity and advertisement requirements for planning applications 3

Appendix 3: Publicity and advertisement requirements for planning applications

The Town & Country Planning (Development Management Procedure) (England) Order 2015 (as amended) defines the way in which different types of planning applications shall be publicised by the County Council.

All planning applications must be publicised by the local planning authority, either by a site notice or by notification to neighbours. In addition, an advertisement in a local newspaper is required in some cases.⁽⁴⁾

There are three categories of application for the purposes of publicity and advertisement.

For applications for “major development”, i.e. the winning and working of minerals or the use of land for mineral-working deposits; waste development (meaning any operational development designed to be used wholly or mainly for the purpose of, or a material change of use to, treating, storing, processing or disposing of refuse or waste materials); the provision of dwellinghouses where (i) the number of dwellinghouses to be provided is 10 or more or, if this is not known, (ii) the development is to be carried out on a site having an area of 0.5 hectare or more; the provision of a building or buildings where the floor space to be created by the development is 1000 square metres or more; development carried out on a site having an area of 1 hectare or more;

The County Council is required:

(a) to mount a site display on or near the land for at least 21 days prior to determining the application, or to serve the notice on any adjoining owner or occupier; and

(b) to publish a local advertisement.

For an application that: is accompanied by an environmental statement; or is a departure from the development plan; or is development affecting a public right of way;

The County Council is required to:

(a) mount a site display on or near the land for at least 21 days prior to determining the application; and;

(b) publish a local advertisement;

For all other applications the County Council is required to either:

4 The Town and Country Planning (Development Management Procedure) (England) Order 2015, Part 2, Subsection 15

3 Publicity and advertisement requirements for planning applications

(a) mount a site display on or near the land for at least 21 days prior to determining the application, or

(b) serve the notice on any adjoining owner or occupier.

In all cases the local planning authority must publish the following on its website:

- the address or location of the proposed development;
- a description of the proposed development;
- the date by which any representations about the application must be made, which shall not be before the last day of the period of 14 days beginning with the date on which the information is published;
- where and when the application may be inspected;
- how representations may be made about the application; and
- that, in the case of a householder application, in the event of an appeal that proceeds by way of the expedited procedure, any representations made about the application will be passed to the Secretary of State and there will be no opportunity to make further representations.

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