

Thanet Local Development Scheme

Fifth Revision Effective January 2013



Contents Page

1. Introduction

Purpose and background of the Local Development Scheme (LDS)

Where we are – progress since 2009

Changes to the Planning Policy Making Process

2013 LDS

Contents of LDS

2. Local Planning Policy Documents

The Local Plan – Existing Development Plan Documents

Existing Supplementary Planning Documents

Statement of Community Involvement

Proposed Development Plan Documents

Proposed Supplementary Planning Documents

Annual Monitoring Report

Neighbourhood Planning

Programme Chart

3. Profiles

Detailed profiles of proposed Development Plan Documents and Supplementary Planning Documents

4. Evidence Base, Monitoring and Resources

Evidence Base

Strategic Environmental Assessment, Sustainability Appraisal

Appropriate Assessment

Monitoring

Resources

Annex 1 List and full description of acronyms

This Local Development Scheme uses acronyms. Whilst these will be explained at the point of their

introduction, this Annex provides further explanation.

1 Introduction

Purpose and background to this Local Development Scheme

- 1.1 As part of the Planning and Compulsory Act 2004 (as amended) each Local Planning Authority must prepare a Local Development Scheme (LDS). The LDS is a project management document for the production of the Local Plan. This LDS for Thanet identifies and describes the “Development Plan Documents (DPD’s)” which the District Council intends to produce to make up the Local Plan. It provides an overview of the process of drafting them and identifies key milestones and timescales for their preparation. This LDS covers a three year time period. The Council’s previous Local Development Scheme came into effect in May 2012.
- 1.2 Additional information is included in this LDS about Supplementary Planning Documents (SPD’s) the Council also anticipates will be prepared to supplement the Local Plan. This includes indicative timescales for preparing them. Collectively the DPD’s and SPD’s are known as Local Development Documents (LDD’S)
- 1.3 The LDS serves two purposes:
 - i) it provides the starting point for the local community to find out what the Council’s, as the Local Planning Authority, planning policies are for the area, by setting out all the LDD’s that already form and supplement the Local Plan; and
 - ii) it sets out the programme for the preparation of DPD’s over a three-year period including timetables indicating when the various stages in the preparation of any particular DPD will be carried out.
- 1.4 This LDS replaces the May 2012 scheme, and will be kept under review and amended when appropriate.

Changes to the Planning Policy Making Process

- 1.5 Changes to the national Planning System and plan making process have come into effect through the Localism Act 2011. Government has also introduced a new and more streamlined “National Planning Policy Framework” (March 2012) to replace its previous suite of national policy statements and guidance notes. The Localism Act 2011 also provided for abolition of regional spatial strategies, subject to strategic environmental assessments. The regional strategy (South East Plan) will therefore no longer form part of the development plan, once this process has taken place.
- 1.6 The National Planning Policy Framework defines the Local Plan as:

‘the plan for the future development of the local area, drawn up by the local planning authority in consultation with the community...’

Under the changes the District Council as local planning authority is still required to prepare Local Plans containing development plan policies, which may be supplemented as necessary by SPD’s.
- 1.7 The Localism Act introduces the option for parish councils or “neighbourhood forums” to prepare, with the support of the District Council as local planning authority, Neighbourhood Development Plans (NDP’s) to establish general planning policies for development and land use in their neighbourhood. These plans have to be compliant with an up to date Local Plan for the area. The District Council will aim to include local communities in preparation of the Local Plan for Thanet, but would also support town and parish councils or appropriate neighbourhood forums wishing to take forward a NDP.

Where we are – Progress since 2009

- 1.8** In line with the 2009 LDS the **Core Strategy** preferred options consultation document was approved in September 2009, with the consultation period extending into January 2010. Announcement by the coalition government of proposals to radically reform the planning system, and its intention to revoke the Regional Spatial Strategy, resulted in the formal progress on the Core Strategy being deferred until the reforms were introduced. However, work has continued in assembling and updating the evidence needed to support it.
- 1.9** The following key documents have also been progressed since 2010:
- Cliftonville DPD**, relating to an area in western Cliftonville suffering substantial deprivation and declared a Neighbourhood Renewal Area, was adopted in February 2010
- Developer Contribution SPD**, providing developers and residents with essential information about the facilities that will be required to meet the needs of all new development, was adopted in April 2010.
- 1.10** Following the enactment of the Localism Act, and the introduction of the National Planning Policy Framework, the Council has been reviewing work on the Core Strategy, and has concluded that the most appropriate and effective way forward is to combine the previously proposed Core Strategy and Site Allocations DPDs to produce a single Local Plan DPD. This follows the preferred format of government, as set out in the National Planning Policy Framework.
- 1.11** Significant additional evidence has been gathered over the past year which is needed to take the Local Plan forward. Given the proposed revocation of the South East Plan, it is now a requirement for Local Authorities to determine housing numbers at a local level, rather than these being provided through the Regional Spatial Strategies. Throughout 2012, the Council has been working with Kent County Council to develop potential options for housing numbers over the period 2011-2031. Other evidence that has been completed or drafted includes:
- Economic Viability
 - Transport Modelling
 - Strategic Housing Land Availability Assessment Update
 - Settlement Hierarchy
 - Strategic Housing Market Assessment Review
 - Housing Numbers Modelling
 - Town Centre Needs Assessment
 - Economic and Employment Assessment and Employment Land Review Update
 - Natural Environment Background Paper
 - Landscape Character Assessment Update
- 1.12** Informal consultation has taken place with parish and town councils and business groups. In addition Cabinet Advisory Group workshops have taken place.
- 1.13** A **revised Statement of Community Involvement** has been prepared and was adopted in July 2012.

2013 Local Development Scheme

- 1.14** The update to the 2012 LDS is needed for two reasons:
- 1) Following further review of the Local Plan process in the context of the Localism Act and the National Planning Policy Framework, it is considered appropriate to revise the number and form of development plan documents that will be produced for the District over the next three years.

2) For this reason the timetable set out in the 2012 LDS also needs to be amended.

Contents of this Local Development Scheme

- 1.15** This LDS firstly lists and outlines the scope of existing DPD's and SPD's
- 1.16** It goes on to identify future DPD's and SPD's, which the Council as local planning authority proposes to produce over the next three years. It includes a timetable, key milestones and a profile of each DPD, and an indicative timescale for SPD's.
- 1.17** The LDS refers also to the Statement of Community Involvement, Sustainability Appraisal, and the Monitoring Report.
- 1.18** The LDS includes a statement of how resources and the evidence base will be managed across the programme.

2 Local Planning Policy Documents

- 2.1** Local Planning Policy and related documents for Thanet comprise the Statement of Community Involvement (SCI), the Local Plan and Neighbourhood Plans (Development Plan Documents), Supplementary Planning Documents (SPD's), the Monitoring Report (MR) and Local Development Scheme (LDS).

The Local Plan - Existing Development Plan Documents

- 2.2** Adopted documents already forming part of the Local Plan are: -
- **Thanet Local Plan Saved Policies.** The Thanet Local Plan was adopted in June 2006. On 2nd June 2009 a direction was received from the Secretary of State and 93 of the policies in the 2006 Local Plan have been saved and continue to be part of the Development Plan. The policies will remain saved until they are replaced by policies that are brought forward in new DPDs. The Proposals Map in the Local Plan has also been saved.
 - **South East Plan** The Localism Act 2011 provides for the potential future revocation of all regional spatial strategies, subject to Environmental Assessments. The National Planning Policy Framework states that '*Regional Strategies remain part of the development plan until they are abolished by Order using powers taken in the Localism Act. It is government's intention to revoke the regional strategies outside of London, subject to the outcome of the environmental assessments that are currently being undertaken.*' The South East Plan remains part of the development plan until the assessment process is completed.
 - **Cliftonville DPD.** This DPD was adopted in February 2010 and relates to an area in western Cliftonville suffering substantial deprivation which has been declared a Neighbourhood Renewal Area. The DPD provides specific policies to address factors fuelling the deprivation cycle affecting the area.
 - **Kent Waste and Minerals Local Plan Saved Policies.** Kent County Council is responsible for producing policy in relation to Minerals and Waste. Existing policies are the 'saved' policies contained in the Construction Aggregates Minerals Local Plan, Chalk and Clay Minerals Local Plan, Oil and Gas Minerals Local Plan, Brick Earth Subject Local Plan and Waste Local Plan.

Existing Supplementary Planning Documents

2.3 Supplementary planning documents providing guidance to supplement policies and proposals in the Local Plan are: -

- **Developer Contributions SPD** This SPD provides guidance on the types of facilities, services and infrastructure (including affordable housing) that may be required as a result of new development, and the mechanisms to be applied to ensure that developers make appropriate provision or contribution to secure such provision.
- **Kent Design Guide SPD.** This guidance is produced by Kent County Council in partnership with all other District Councils in Kent, and has been adopted by Thanet District Council.
- Supplementary Planning Guidance produced by the Council, which is linked to 'saved' policies D1 and TR7 in the Local Plan, has also been saved. The SPG's that have been saved are;

Policy D1

- Leaflet 1, Shopfront Design
- Leaflet 2, Shopfront Security Shutters
- Leaflet 3, Conservation Areas
- Leaflet 4, Conversion of Shops to Residential Accommodation
- A Guide to Converting Your Home
- Conversion to Flats Guidelines

Policy TR7

- A Planning Strategy for Roadside Services on Primary Routes – Eastern Kent.

It is anticipated that these SPG's will be reviewed alongside the proposed Quality Development Supplementary Planning Document and may be incorporated therein.

Statement of Community Involvement

2.4 This sets out the standards and approach in involving stakeholders and the community in the production of all local development documents. The SCI review was adopted in July 2012.

Proposed Local Plan Documents

2.5 Thanet Local Plan

It is proposed that the Thanet Local Plan will be the Council's single and overarching planning policy document, which will cover the whole of the District, for a minimum 15-year period to 2031.

The document will include a district wide vision, spatial strategy and strategic objectives. It will identify areas and strategic sites where major change should take place to address development, transport and infrastructure needs. These areas will be set out in a key diagram.

The DPD will include allocations and safeguarding of land to enable delivery of the strategy, identifying sites for housing, employment, open space and other development or uses that may be required to deliver the strategy. These will be presented on a policies map.

District wide development management policies will also be included in the document, covering the following subject areas; Employment and the Economy, Housing, Environment and Quality of Life, and Transport and Infrastructure.

The DPD will include an Infrastructure Delivery Schedule, which will identify the infrastructure required to deliver the plan.

Its preparation will be in conformity with the National Planning Policy Framework, the Regional Spatial Strategy (until the time of its revocation) and will have regard to the Sustainable Community Strategy and the Thanet Council Corporate Plan.

The Local Plan must be informed by a robust evidence base, a list of the current and proposed evidence documents are included in Section 4.

The Local Plan will be subject to a Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) together with “appropriate assessment” under the Habitat Regulations. Section 4 provides more information about SA, SEA and Appropriate Assessment.

2.6 Kent Minerals and Waste Development Framework.

Kent County Council is responsible for producing policy in relation to Minerals and Waste, and they are preparing a Minerals and Waste Core Strategy, Mineral Site Development Plan Document and Waste Management Development Plan Document.

Proposed Supplementary Planning Documents (SPD's)

2.7 SPD's generally over a wide range of issues, on which the Council wishes to provide guidance to supplement the policies and proposals in the Local Plan. It is anticipated that the following SPD's may be prepared in the indicative timeframe of this LDS:

2.8 Quality Development SPD. This document will include guidance for developers and other stakeholders on the standard of development and design principles which the Council as Local Planning Authority expects developments to achieve, in order to meet the objectives of the Core Strategy DPD. This will include a review and update to the existing SPDs linked to saved policies, including the Flat Conversion Guidelines, which were last revised in 1998, and are still used to guide consideration of planning applications. The government is currently carrying out a Housing Standards Review, which aims to rationalise standards in the housing building process that can be applied in local planning policies or through planning conditions. This review has potential impacts upon the scope and detail of the document.

2.9 Cliftonville Design Code SPD. Subject to scoping and detailed consideration this document would set out design principles and guidance for development within the Cliftonville Renewal Area.

2.10 Review of Planning Obligations and Developer Contributions SPD. The Council will review the Planning Obligations and Developer Contributions SPD, in relation to the Community Infrastructure Levy. This document will set out guidance on the types of facilities, services and infrastructure (including affordable housing) that may be required as a result of new development, and the mechanisms to be applied to achieve this.

Monitoring Report

2.11 The Council is required to monitor how effective its policies and proposals are in meeting the vision in the Core Strategy DPD (when prepared). The reports monitor whether the Council is meeting, or is on track to meet, its targets; the impact policies are having against other, i.e. national, targets; and whether any policies need to be replaced and if they do, what action needs to be taken.

Neighbourhood Planning

- 2.14** A neighbourhood plan is a plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area. Whilst neighbourhood plans will form part of the development plan and are increasingly relevant in planning and resource terms, this document does not identify the project management process for producing neighbourhood plans, as they are instigated by the local community rather than the Local Planning Authority.

Community Infrastructure Levy

- 2.15** The Community Infrastructure Levy is a levy that local authorities can choose to charge on new developments in their area. The money can be used to support development by funding infrastructure that the council, local community and neighbourhoods want. The Levy does not form part of the Local Plan, however is likely to be developed alongside it. The Levy will contribute to funding the infrastructure that is needed to deliver the Local Plan.

Chart 1. Timetable and Project Management for Preparing The LDD's

Stage	2013												2014												2015											
	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
Local Plan DPD																																				
SA/SEA Scoping	█	█																																		
Stage 1 Public Participation (2012 Reg 18)		█	█	█	█	█						█	█																							
Stage 2 Public Participation (2012 Reg 18)																																				
Publication and Pre-submission Consultation (2012 Reg 19)														█	█	█	█	█	█																	
Date of Submission to Secretary of State (2012 Reg 22)																																				
Pre-meeting and examination																																				
Estimated Date for Adoption																								█	█	█	█	█	█							
Quality Development SPD																																				
Scoping																																				
Early Stakeholder and Community Involvement																																				
Publication and Public Participation (2012 Reg 12)																																				
Estimated Date for Adoption																																				
Cliftonville Design Code																																				
Scoping																																				
Early Stakeholder and Community Involvement																																				
Publication and Public Participation (2012 Reg 12)																																				
Estimated Date for Adoption																																				
Developer Contributions SPD																																				
Scoping																																				
Early Stakeholder and Community Involvement																																				
Publication and Public Participation (2012 Reg 12)																																				
Estimated Date for Adoption																																				

3 Profiles

3.1 The Profiles of each LDD are contained in this section. They are as follows:

LDD's Programmed for Preparation

- Thanet Local Plan DPD
- Quality Development SPD
- Cliftonville Design Code SPD
- Review of Developer Contributions SPD
- Statement of Community Involvement.

Existing Adopted LDD's

- Statement of Community Involvement
- Cliftonville DPD
- Developer Contributions SPD
- The Kent Design Guide SPD

Local Development Documents Programmed for Preparation

Thanet Local Plan DPD

Overview

Role & Subject Thanet Local Plan will be the Council's single and overarching planning policy document, which will cover the whole of the District, for a minimum 15-year period to 2031. The document will include a district wide vision, spatial strategy and strategic objectives. It will identify areas and strategic sites where major change should take place to address development, transport and infrastructure needs. The DPD will include allocations and safeguarding of land to enable delivery of the strategy, identifying sites for housing, employment, open space and other development or uses that may be required to deliver the strategy. District wide development management policies will also be included in the document, covering the following subject areas; Employment and the Economy, Housing, Environment and Quality of Life, and Transport and Infrastructure.

Coverage District-wide

Status Development Plan Document

Conformity With the National Planning Policy Framework and, if still in existence, the Regional Spatial Strategy (the South East Plan). The Local Plan Core Strategy will be consistent with the Sustainability Community Strategy and the Council's Corporate Plan.

Timetable.

Stage	Dates
SA/SEA Scoping	December – February 2013
Public Participation (2012 Regulation 18)	June – July 2013
Public Participation (2012 Regulation 18)	January - February 2014
Publication & pre-submission Consultation (2012 Regulation 19)	July - September 2014
Date of Submission to Secretary of State	November 2014
Examination	January 2015 Subject to Planning Inspectorate availability
Estimated date for adoption	Spring/Summer 2015 Subject to DPD being found sound in Inspector's Report

Arrangements for Production

Organisational Lead	Director of Community Services
Political Management	Cabinet / Council decision
Internal Resources	Managed by the Strategic Planning Team in liaison with Development Management, Economic Development and Regeneration, Housing Strategy, Housing Regeneration, Community Development, Corporate Information and Communication & Environmental Health Teams.
External Resources	External consultants likely to undertake housing number assessment work, retail/town centre study, public open space/sports provision study and SA, SEA and HRA. Highways advice from Kent County Council and external consultants.
External Stakeholder Resources	Local Enterprise Partnership, Kent County Council and East Kent Local Authorities, likely to input issues of a strategic nature. Also various stakeholders will have input into SEA/SA work.
External Community & Stakeholder Involvement	The views of specific agencies, service providers, voluntary and private sector, general stakeholder consultees and parish and town Councils are being sought on specific issues during the preparation of the consultation document, and will be continuous throughout the process.

Quality Development SPD

Overview

Role & Subject. Guidance for developers and other stakeholders on the standard of development and design principles which the Local Planning Authority expect developments to achieve, which will include updated guidance on design and standards appropriate for converting premises to flats, and reviewing the existing guidance on shopfront design, shopfront security shutters, conservation areas and conversion of shops to residential accommodation.

Coverage District Wide

Status Supplementary Planning Document

Conformity With Local Plan DPD

Timetable

Stage	Dates (indicative)
Early Stakeholder & Community involvement (2012 Regulation 12)	March 2014 – November 2014
Publication & Public Participation (2012 Regulation 12)	May 2015
Date of Adoption	Autumn 2015

Arrangements for Production

Organisational Lead Director of Community Services

Political Management Cabinet/Council Decision.

Internal Resources Managed by the Councils Strategic Planning team in liaison with Development Management, Strategic Housing and Housing Regeneration team.

External Stakeholder Resources Time – consultation with local developers and agents.

External Community & Stakeholder Involvement Views on issues from specific and general stakeholders and the community will be sought.

Cliftonville Design Code SPD

Overview

Role & Subject	This document will set out design principles and guidance for development within the Cliftonville Renewal Area. The purpose of the document is to improve the design quality in the area and provide greater clarity for developers.
Coverage	Cliftonville Renewal Area
Status	Supplementary Planning Document
Conformity	With Core Strategy, saved Local Plan policy H10 and Cliftonville Development Plan Document.

Timetable

Stage	Dates (indicative)
Early Stakeholder & Community involvement (2012 Regulation 12)	March 2014 – November 2014
Publication & Public Participation (2012 Regulation 12)	May 2015
Date of Adoption	Autumn 2015

Arrangements for Production

Organisational Lead	Director of Community Services
Political Management	Council Decision.
Internal Resources	Managed by the Councils Strategic Planning Team and Housing Regeneration team.
External Stakeholder Resources	Time – consultation with local developers and agents.
External Community & Stakeholder Involvement	The views on issues from specific and general stakeholders and the community will be sought.

Planning Obligations and Developer Contributions SPD

Overview

Role & Subject	To set out guidance on the types of facilities, services and infrastructure (including affordable housing) that may be required as a result of new development, and the mechanisms to be applied to achieve this.
Coverage	District Wide
Status	Supplementary Planning Document
Conformity	With saved Thanet Local Plan policy, Core Strategy and Site Allocations DPD

Timetable

Stage	Dates (indicative)
Early Stakeholder & Community involvement (2012 Regulation 12)	March 2014 – November 2014
Publication & Public Participation (2012 Regulation 12)	May 2015
Date of Adoption	Autumn 2015

Arrangements for Production

Organisational Lead	Director of Community Services
Political Management	Cabinet/Council Decision.
Internal Resources	Managed by the Councils Strategic Planning Team and Housing Regeneration team.
External Stakeholder Resources	Time – consultation with local developers and agents.
External Community & Stakeholder Involvement	Views on issues from specific and general stakeholders and the community will be sought.

Existing Adopted Local Development Documents

Statement of Community Involvement

(Adopted July 2012)

Overview

Role & Subject	Document setting out standards and approach to involving stakeholders and the community in the production of the Local Development Plan.
Coverage	District-wide and involving organisations external to the district.
Status	Non Development Plan Local Development Document.
Conformity	Must at least meet the requirements in the regulations and will have regard to the Council's corporate communications strategy.

Kent Design SPD

(Adopted January 2007)

Overview

Role & Subject	To set out guidance on design issues for new development.
Coverage	District Wide
Status	Supplementary Planning Document
Conformity	With Local Plan

Cliftonville DPD (Adopted February 2010)

Overview

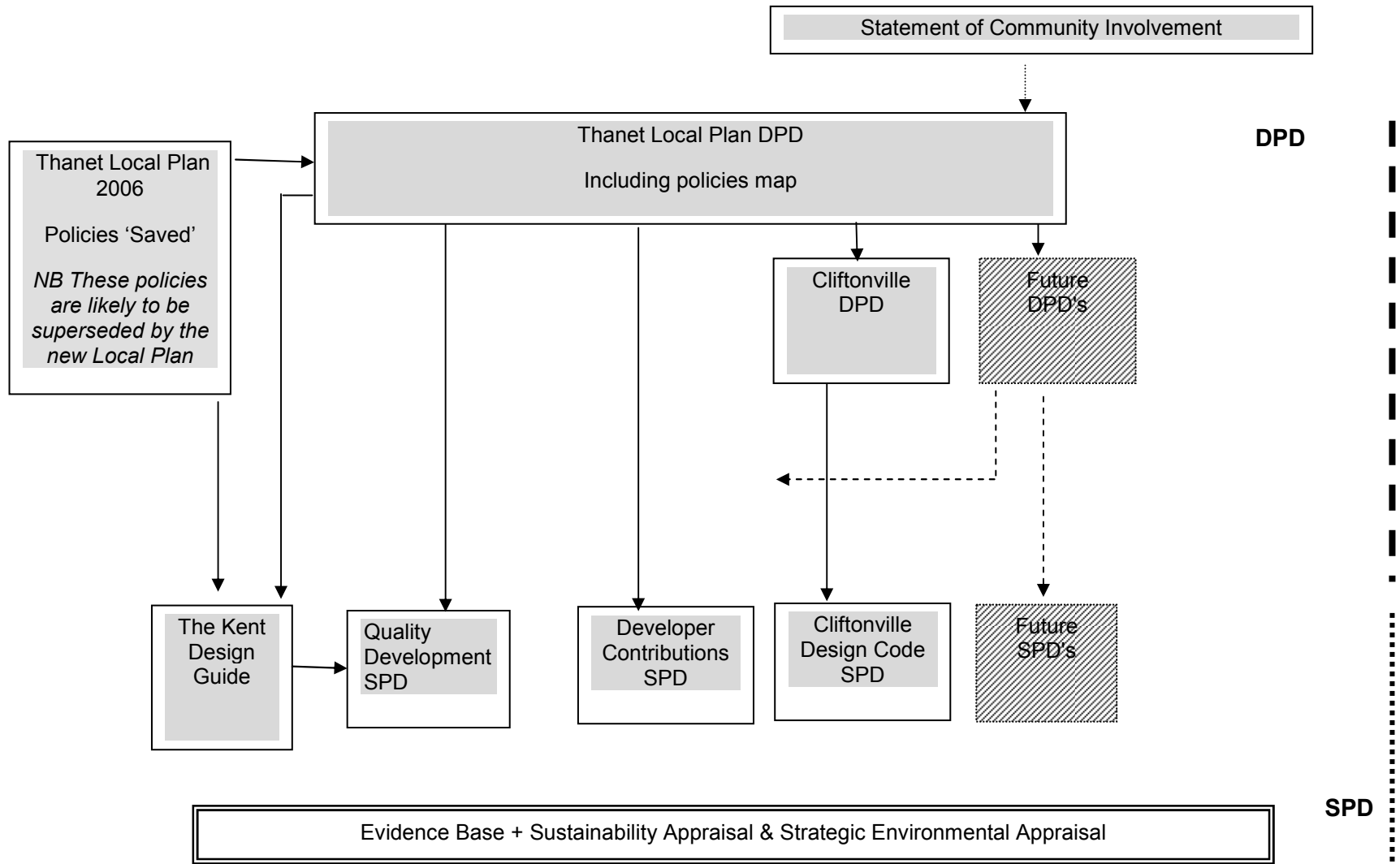
Role & Subject	To support the regeneration of the Cliftonville area of Margate to reinstate a balanced and confident community and stimulate property investment.
Coverage	Western Cliftonville Area of Margate.
Status	Development Plan Document
Conformity	With the South East Plan and Local Plan and consistency with the Neighbourhood Renewal Area, Corporate Plan and the Thanet Community Strategy.

Planning Obligations and Developer Contributions SPD (Adopted April 2010)

Overview

Role & Subject	To set out guidance on the types of facilities, services and infrastructure (including affordable housing) that may be required as a result of new development, and the mechanisms to be applied to achieve this.
Coverage	District Wide.
Status	Supplementary Planning Document
Conformity	With saved Thanet Local Plan policy.

Diagram 1 Relationships between Local Development Documents.



Evidence Base

4.1 The Council's LDD's will be founded on a thorough understanding of the needs, opportunities and constraints of the area. The evidence base will be maintained and kept under review so that emerging policies are achievable. Published evidence base documents are available to view on the Council's website, www.thanet.gov.uk Table 1 below lists the main areas of information collection. Topic Papers will also be written to identify and inform options generation in a number of subject areas.

Table 1

Study	Description
Commercial Information Audit and Employment Land Review	The CIA is reviewed yearly in conjunction with Kent County Council. The ELR was completed in 2009 and will be subject to review and any necessary updating.
Economic and Employment Assessment	A study carried out to assess the future economic potential of the district which identifies potential employment growth options, and assesses the strengths and weaknesses of the district in relation to economic development.
Housing Information Audit	Reviewed yearly in conjunction with Kent County Council.
Urban Capacity Study and Strategic Housing Land Availability Study	A Strategic Housing Land Availability Assessment was completed in 2010, and is currently being updated.
Housing Needs Survey and Strategic Housing Market Assessment	A Housing Needs Survey was published in 2002. An East Kent Strategic Housing Market Assessment was carried out in 2009 and is currently being updated. Rural Housing Needs surveys are currently being carried out.
Transport Assessment and Strategy	This work is underway and will inform the Local Plan.
Retail Needs Assessment/Town Centre Needs Assessment	A study has recently been completed to inform the Local Plan in relation to the need for town centre development, including retail, leisure, tourism and cultural uses.
Flood Risk Assessment	A Strategic Flood Risk Assessment was carried out in 2009
Infrastructure Delivery Plan	This work is underway and assesses infrastructure required to enable the delivery of the Local Plan
Core Town Centre Area Study	This is carried out periodically and monitors changes in the retail centres.
Kent Habitat Survey	This was published in 2003 and has been updated and will be used as baseline data.
Pollution Data/Air Quality	Environmental Health monitoring reports. Thanet is producing an Air Quality Action Plan.
Gypsy and Travellers	A Gypsy and Traveller Accommodation Assessment was carried out in 2007, and work to commission a new study has commenced to inform the Local Plan.
Landscape Character Assessments	An assessment which assess and identifies important landscapes in the district.
Open Space Audit	This was carried out in 2005/6 to consider the recreational needs of the community in Thanet.

Strategic Environmental Assessment, Sustainability Appraisal and Appropriate Assessment

- 4.2** The SA has a wider focus than the SEA process as it includes social and economic criteria as well as environmental factors but the Governments approach is that all the SEA requirements will be fully met by the SA.

The Requirements of the Strategic Environmental Assessment (SEA) Directive have been linked with the Regulations covering Sustainability Appraisals. As part of the process the Council must;

- Prepare an environmental report on the significant effects of options;
- Carry out consultation on the draft plan and accompanying environmental report;
- Take into account the environmental report and the results of consultation in decision making; and
- Provide information when the plan is adopted and show how the results of the SEA and SA have been taken into account.

- 4.3** Studies that are to be used in the preparation of the LDDs and SEA/SA are listed in Table 1 above.

- 4.4** Under the European Habitats Directive, all LDDs will need to be screened to assess whether there is a risk that they might adversely affect the integrity of sites designated as being of European importance for nature conservation. Where such risk exists, the LDD's will need to be subject to "Appropriate Assessment", and alternative options examined to avoid any potential damaging effects identified.

Monitoring

- 4.5** Monitoring systems will be maintained to assess the implementation of the Local Plan and to ensure that the evidence upon which the Local Plan is based is still relevant and up to date.

- 4.6** The Council produces a Monitoring Report (MR). It will use the MR to assess:
- Whether the Council is on track to meet the targets it has set itself in its LDD's and if not the reasons why;
 - What impact the Council's policies are having;
 - Whether the Council needs to review any policies in order to meet their sustainable development objectives;

- 4.7** The report will also identify residential sites that have been developed during that reporting period.

Resources

- 4.8** Resources relating to each LDD are indicated in each Profile. The Council recognises the importance of ensuring that resources for evidence gathering, consultation, examination and ongoing SA/SEA are available.

Risk Assessment

- 4.9** In preparing this Local Development Scheme, it was found that the main areas of risk relate to:
- **Resources.** Insufficient resources may result in the process not being 'sound' and may cause slippage in the timetable so targets are not met. The Council will need to assess on an annual basis the budget resource and ensure that there is a full complement of staff.
 - **New Issues.** Whilst consulting with stakeholders and specific consultation bodies new issues may be raised, which could result in the need to prepare a new DPD or SPD. This may slow procedures down and take additional officer time. It is therefore proposed that

early stakeholder consultation should take place so that any new issues can be programmed in without producing delays at a later stage. Continuing dialog with the Planning Inspectorate (PINS) would also assist.

- **Political Change.** With the hung Council and future local elections there may be a possibility of a change in direction in Council policy, causing delays in the process. The Cabinet Advisory Group includes representatives from all political parties so that all parties are engaged.
- **Capacity of the Planning Inspectorate (PINS) and other agencies to cope with demand for public examinations nation-wide.** This is not within the Council's control but the Council will give early warning of the programme.
- **'Soundness' of Plans.** The risk will be minimised by following appropriate government guidance and working closely with PINS at all milestone stages in the run up to submission of DPD's.
- **Legal Challenge.** This risk will be minimised by ensuring that each DPD is 'sound' and founded on a robust evidence base and through well-audited stakeholder and community engagement systems.
- **Programme Slippage.** There is a risk that there has been insufficient time given to the process as unfamiliar procedures are involved, and further legislative changes are to be made affecting the plan making process. This risk should be reduced by carefully following all given advice on time tabling of procedures. There is also the risk that other priorities may take precedence such as the need to divert staff resources to responding to any unforeseen priorities.

Annex 1

List and full description of acronyms

AAP	Area Action Plan	These Plans focus upon implementation, providing an important mechanism for ensuring development of an appropriate scale, mix and quality for key areas of opportunity, change and conservation.
MR	Monitoring Report	Authorities are required to produce MR's to assess the implementation of the LDS and the extent to which policies in the LDD's are being achieved.
DP	Development Plan	This includes adopted Local Plans, neighbourhood plans and the London Plan and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.
DPD	Development Plan Document	The documents that the local planning authority must prepare and which have to be subject to community involvement, consultation and independent examination.
LDD	Local Development Document	LDD's comprise of DPD's, SPD's SCI and the SEA/SA
LDS	Local Development Scheme	The LDS sets out the programme for preparing the DPD's
LP	Local Plan	The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. Current core strategies and other planning policies that are development plan documents, form part of the Local Plan. This includes policies which have been 'saved'.
NP	Neighbourhood Plans	A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area.
RSS	Regional Spatial Strategy	The RSS, incorporating a regional transport strategy, provides a spatial framework to inform the preparation of local development documents, local transport plans and regional and sub-regional strategies and programmes that have a bearing on the land use activities. Regional Strategies remain part of the development plan until they are abolished by Order using powers taken in the Localism Act. It is the government's clear intention to revoke the regional strategies outside London, subject to the outcome of the environmental.
SA	Sustainability Appraisal	Assessment of the social, economic and environmental impacts of the policies and proposals contained within the LDF
SCI	Statement of Community Involvement	Document explaining to stakeholders and the community how and when they will be involved in the preparation of the Local Plan and the steps that will be

taken to facilitate this involvement.

SEA	Strategic Environmental Appraisal	A procedure which requires the formal environmental assessment of certain plans and programmes which are likely to have significant effects on the environment.
SPD	Supplementary Planning Document	Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary Planning Documents are capable of being a material consideration in planning decisions but are not part of the development plan.

If you would like a copy of this document in a different format such as Braille, audio or large print, or in another language please call 01843 577165