



COTSWOLD DISTRICT
LOCAL PLAN
LOCAL DEVELOPMENT SCHEME
APRIL 2014 – MARCH 2017

Cotswold District Council
July 2014

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Chapter 1 - Introduction

The Local Development Scheme (LDS) is a three year project plan for the period April 2014 to March 2017. It sets out the programme of work to be undertaken by Cotswold District Council to establish a Local Plan for the district. Local planning authorities are required to produce an LDS as set out in the Planning and Compulsory Purchase Act 2004, as amended by Section 111 of the Localism Act 2011.

This Local Development Scheme provides a guide for the preparation of the Local Plan and any additional Development Plan Documents (DPD) or Supplementary Planning Documents (SPD).

Producing a Local Plan is a major project that requires significant resources to prepare it. A project management approach is vitally important to enable production within a given timescale. The District Council views the LDS as a key project management tool in the production of the Local Plan.

The LDS has four main purposes:

1. To inform people of how the Local Plan will be prepared and the likely timescale involved;
2. To establish work priorities and enable work programmes to be formed;
3. To set a timescale for the review of the Plan and other documents or policies;
4. To indicate which policies from the adopted Local Plan are 'saved' beyond the three year period under the interim arrangements (saved policies are those that will continue to be used in determining planning applications).

This Local Development Scheme contains those DPDs for which a timetable is known as at April 2014. It is possible in the future further documents will be added, only when a detailed timetable for the work can be established.

A glossary of acronyms used throughout this document can be found in Appendix A.

Procedural Requirements

The Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011, requires local planning authorities to prepare and maintain a Local Development Scheme. The LDS is a timetable for the production of the District's Local Development Plan, Development Plan Documents and Supplementary Planning Documents.

This LDS has been produced to give residents and other stakeholders information about:

- the local development documents the district council will be preparing;
- the subject matter and geographical area to which the plans relate; and
- the timetable for the preparation, adoption and revision of the plans.

It is important that plans for the future development of the district are produced in a timely and efficient manner, if they are not, development which is crucial to the social, economic and environmental well-being of the district and its residents may be delayed or abandoned, and the co-ordination of development and infrastructure provision may be difficult to achieve.

Background

In 2013 the Council agreed to change from a Local Development Framework to the preparation of a single Local Plan for the Cotswold District. The Local Plan will build upon and progress the work that had previously been undertaken on the Core Strategy, and include the following elements:

- Spatial strategy for the future growth within the District for the twenty year period 2011-2031
- Strategic development policies
- Site allocations
- Development management policies
- Proposals map

Once adopted the Local Plan will replace the 'saved' policies of the Local Plan adopted 2006 and will become the development plan document for the District. After adoption the Plan will be monitored, updated and reviewed as necessary.

The Local Plan is complemented by the following documents:

- **Statement of Community Involvement** demonstrating how the Council engages with the community and other stakeholders.
- **Annual Monitoring Report** for the implementation and performance of policies and proposals in the Local Plan to inform whether a review is necessary.
- **Sustainability Appraisal** to ensure the Plan meets social, economic and environmental objectives.
- **Evidence** to ensure the Plan is sound and robust.

Following changes in Legislation in 2011 and 2012 (through the Localism Act 2011 and new Town and Country (Local Plan) (England) Regulations 2012), there is no longer a requirement for local planning authorities to specify the timetables for producing other planning documents such as Supplementary Planning Documents, the Community Infrastructure Levy (CIL) and the Statement of Community Involvement (SCI) in the LDS. However, the Council is aware that this is useful information that should be publicly available. Consequently, a list of those the Council is proposing to prepare and review will be included in the LDS as appropriate.

National Context

Localism Act 2011

The Act received Royal Assent in November 2011, and introduced a number of changes to the planning system, which are relevant to the preparation of planning policy documents:

- **Abolition of Regional Spatial Strategies** – Section 9 of the Act abolishes the regional tier of planning and made provision to revoke by Order the whole or any part of a Regional Strategy. On 24 April 2013 the Secretary of State laid in Parliament a statutory instrument to revoke the Regional Spatial Strategy for the South West. Revocation came into force on 20 May 2013.
- **Duty to Cooperate** – the Act contains the provisions for the Duty to Cooperate in relation to sustainable development. When preparing a development plan and dealing with strategic cross boundary matters, a local planning authority must engage constructively, actively and on an on-going basis with other local planning authorities and prescribed bodies, e.g. Environment Agency.
- **Neighbourhood Planning** – the Act introduces this new tier of planning which gives communities more say in the development of their local area. Communities have the power to make a Neighbourhood Development Plan, Neighbourhood Development Order and/or a Community Right to Build Order. The local planning authority has a duty to support the process.

National Planning Policy Framework

The NPPF was published in March 2012. It replaced most of the Government's previous suite of Planning Policy Statements and Guidance Notes. It sets out the presumption in favour of sustainable development. Core planning principles include the need to be plan-led and to proactively drive and support sustainable economic development.

The NPPF stipulates that various strategic priorities must be addressed in the Local Plan, including policies to deliver the homes and jobs needed together with any necessary retail, leisure and other commercial development. It is outlined that plans must be based on adequate, up to date and relevant evidence.

Plans must be prepared in accordance with the Duty to Cooperate, legal and procedural requirements and be sound.

Planning Policy for Traveller Sites

The Planning Policy for Traveller Sites was published in March 2012 and should be read in conjunction with the NPPF. This sets out national policy for traveller sites and requires local planning authorities to work collaboratively to prepare a robust evidence base to establish accommodation needs and then set local targets for pitches and plots in a Local Plan. Appropriate sites should be allocated, to meet needs and enable the identification of a rolling five year supply of deliverable sites.

Local Plan Regulations

The Town and Country (Local Plan) (England) Regulations 2012 came into force on 6 April 2012. These Regulations prescribe the form and content of a Local Plan and Policies Map and set out revised procedural arrangements for preparing Local Plans. They also list the prescribed bodies in relation to the Duty to Cooperate, Annual Monitoring Report and set out how information should be made available for inspection.

Chapter 2 - Adopted Local Plan (2006)

The Cotswold District Local Plan was adopted in April 2006. It supersedes the former Local Plan adopted in 1999.

Saved Policies

The policies contained within the 2006 Local Plan were automatically saved for a period of three years from adoption. The Secretary of State agreed that the majority of the Local Plan's policies should be saved beyond that period and these policies still form part of the Development Plan until such time as they are replaced by policies contained in the new Local Plan. A full list of the saved policies can be found in Appendix B.

The Secretary of State directed that only 14 policies should not be saved:

Policy 1	Natural Resources
Policy 3	Higher Quality Agricultural Land
Policy 4	Environmental Impact
Policy 6	The Water Environment
Policy 7	Cotswold AONB
Policy 12	Sites of Archaeological Interest
Policy 13	Development Affecting a Listed Building or its Setting
Policy 29	Agricultural or Forestry Workers' Dwellings
Policy 37	Travel Plans
Policy 40	Roadside Facilities Outside Settlements
policy 41	Telecommunications
Policy CIR12	Smith's Field
Policy CHI.1	Former Builder's Yard, Sheep Street
Policy GB.1	Cheltenham and Gloucester Green Belt

Chapter 3 - Emerging Local Plan

The Council are preparing a new Local Plan for the period 2011-2031. The table below sets out a summary of the role and coverage of the Local Plan.

Document title	Cotswold District Local Plan
Role and Content	Strategy for the future growth within the District over the twenty year period 2011-2031, setting out the spatial vision, strategic planning policies, development management policies, site specific allocations and proposals map.
Status	Development Plan Document
Scope / Coverage	District wide
Priority	High
Chain of Conformity	National Planning Policy Framework Cotswold District Council Corporate Strategy and Corporate Plan 2012-15 Gloucestershire Waste Core Strategy 2012-27 ¹ Gloucestershire's Local Transport Plan 2011-26 (LTP3) ² Gloucestershire Mineral's Plan 2016-2030 ³ Other strategies and plans of the District Council and other statutory bodies
Resource	Sustainable Communities Programme Board – incorporating key Members and Officers to sanction participation exercises, discussion forum, workshops etc. A non-decision making board which can make recommendations to Cabinet. Planning policy team – directed by the Forward Planning Manager the team will prepare the Local Plan supported by colleagues from other directorates of the District Council. Where necessary, use of consultancy support to develop, review and update evidence, particularly for specialist studies on relevant topics. The political management arrangements will involve regular deliberations with the Portfolio Holder and meetings with the Programme Board before ultimately seeking Council's approval of the submission documents.
Involvement of stakeholders and the community	Cooperation with neighbouring planning authorities, Duty to Cooperate partners and relevant stakeholders, including infrastructure providers. The approach is set out in the Statement of Community Involvement. Before consulting formally on the proposed submission document, the Council will undertake a continuous process of engagement with partners, stakeholders and the community to help establish realistic, workable and viable options.

¹ Gloucestershire County Council is the minerals and waste planning authority for the whole of Gloucestershire, including Cotswold District. Gloucestershire County Council is responsible for preparing a Waste Core Strategy setting out the relevant planning policy, site allocations and development control policies to deal with waste planning in Gloucestershire.

² Gloucestershire County Council is the transport planning authority for the whole of Gloucestershire, including Cotswold District. Gloucestershire County Council is responsible for preparing a transport plan setting out relevant policies.

³ Gloucestershire County Council is the minerals planning authority for the whole of Gloucestershire, including Cotswold District. Gloucestershire County Council is responsible for preparing a mineral plan setting out relevant policies and site allocations.

Chapter 4 – Evidence Base to Underpin the Local Plan

Local Plans are prepared using a range of evidence prepared by the Council and by consultants on behalf of the Council. The purpose of establishing an evidence base is to ensure that all future planning policies and decisions are justified and based on robust and up to date information. The importance of local planning authorities having an up to date, relevant and robust evidence base is emphasised in the NPPF. This is further informed through the Government’s recently published national planning practice guidance.

The Council and its partners manage, develop and analyse comprehensive survey material and evidence, covering a wide range of social, economic and environmental matters that affect the District and its community. The information and data are used to identify opportunities, constraints and issues in the District.

The maintenance, updating and enhancement of the evidence base is essential to the preparation of a Local Plan and the Annual Monitoring Review. A number of key technical studies have been completed, while others may be commissioned to inform the preparation of the Local Plan. All the following documents are available to view at the Council Offices, Trinity Road, Cirencester, and as far as possible on the Council’s webpages: <http://www.cotswold.gov.uk/>

Sustainability Appraisal		
Title and Author	Date	Notes
Sustainability Appraisal: <ul style="list-style-type: none"> • Scoping Report • Update to Scoping Report • 2nd Issues and Options – Supporting Information • Interim SA Report (CDC Forward Planning) • Draft SA Report (Consultants appointed) 	2007 2008 Dec 2010 May 2013 In progress at date of report	The SA appraises the social, economic and environmental effects of a plan as it is developed. SA assess whether sustainable development can be achieved by appraising alternative options to reach the most sustainable conclusions. SA is a legal requirement of the Local Plan process.

The Strategy		
Title and Author	Date	Notes
Core Strategy Issues and Options (CDC Froward Planning)	Nov 2007	Full public consultation. Sets out the state of the District and tries to predict the future pressures, outlining some of the possible solutions to the issues.
Settlement Hierarchy Topic Paper (CDC Froward Planning)	Nov 2008	Full public consultation. The paper aims to establish a hierarchy of settlements for the district based on their current role and existing services provision. It informs the development of the spatial strategy.
Settlement profiles (CDC Froward Planning)	Jan 2009	Settlement profiles have been prepared to cover issues such as accessibility to shops and services, public transport and community facilities. The information provides an important basis for informing the settlement hierarchy and the

		preparation of Local Plan.
Second Issues and Options (CDC Forward Planning)	Dec 2010	Full public consultation. The paper outlines the most sustainable options for locating future development across the district, and some potential solutions for issues, such as climate change, affordable housing and protecting the area's unique natural and built environment.
Second Issues and Options – supporting information (CDC Forward Planning)	Dec 2010	Outlines evolution from first Issues and Options to Second, including Sustainability Appraisal of the options.
Consideration of representations received to the Core Strategy Second Issues and Options Consultation (CDC Forward Planning)	2010	Evaluation of the comments received through consultation helps inform the preparation of the Preferred Development Strategy.
Role and Function of Settlements Study (CDC Forward Planning)	July 2012	Provides an analysis of the role and function of settlements in Cotswold District now and in the future. It informs the development strategy for the district which both reflects existing role and functions, and builds upon them, to achieve more sustainable settlements.
Development Strategy Evidence Paper (CDC Forward Planning)	April 2013	This paper brings together the evidence that supports the development strategy, to distribute housing and employment growth to various settlements across the district.
Local Plan Consultation: Preferred Development Strategy (CDC Forward Planning)	May 2013	Full public consultation The paper presents the preferred development strategy to distribute development to settlements across the district.

Economy		
Title and Author	Date	Notes
Employment Land Availability (CDC Forward Planning)	Annually in April	Assesses progress towards the District's employment land requirement by monitoring development sites with planning permission.
Employment Land Study (White Young Green / Donaldsons)	March 2007	The study provides evidence on employment needs to 2016 and qualitative analysis of existing provision. The study examines the key economic issues facing the District and assesses the suitability of allocated and proposed employment sites.
Town Centres and Retailing Study (GVA Grimley LLP)	June 2007	The study provides an evidence base relating to the future role of the ten retail centres, and their potential retailing and leisure development opportunities. It is an assessment of information gathered from a detailed analysis of town centre health, current retail expenditure patterns, and empirical research.
Employment Study Refresh	Nov 2012	The study examines the Cotswold economy and

(Peter Brett Associates)		includes a refresh of the 2007 employment land study.
Retail Study Refresh (Peter Brett Associates)	Nov 2012	The study examines the town centres and retailing for the district and includes a refresh of the 2007 Town Centres and Retailing Study.
Economy Evidence Paper (CDC Forward Planning)	Jan 2013	This paper brings together the evidence base relevant to the economy of Cotswold District.
Strategic Employment Land Availability Assessment	May 2014	Assesses sites across the district for their potential for development to inform site allocations process

Transport		
Title and Author	Date	Notes
Lorries in the Vale of Evesham (CDC and joint)	2001	Specific study regarding the movement of lorries in the Vale of Evesham Area. Working with our partners this will be used to inform Local Plan policy.
Cotswold Cycling Strategy Supplementary Planning Guidance		Provides supplementary planning guidance on the provision of cycling facilities, routes and networks.

Infrastructure		
Title and Author	Date	Notes
Draft Infrastructure Delivery Plan (ARUP)	May 2013	The IDP evaluates the transport, utilities, community, green infrastructure and services that will be required to support the levels of housing and employment growth proposed in the emerging Local Plan.
Interim Infrastructure Delivery Plan to accompany Draft Local Plan	In progress at date of report	As above, updated to accompany the appropriate stage of the Local Plan.

Housing		
Title and Author	Date	Notes
Affordable Housing Supplementary Planning Document	Feb 2007	Elaborates on the affordable housing policy within the Local Plan 2006.
Housing Needs Assessment (Fordham Research)	2009	The Assessment is part of the county-wide study, but there is a single report that relates specifically to Cotswold District.
Housing Market Assessment (Fordham Research)	2009	Provides information on the level of need and demand for housing and the opportunities that exist to meet it.
Informal policy / guidance: <ul style="list-style-type: none"> • Agricultural / occupational dwellings • Replacement dwellings (CDC Forward Planning)	2012 2011	Incorporate into new Local Plan policies as necessary and where appropriate with updated national policy and guidance and relevant evidence.
Residential Land Availability	Annually in	Assesses progress towards the District's housing

monitoring report (CDC Forward Planning)	April	requirement by monitoring development sites with planning permission.
Strategic Housing Land Availability Assessment: <ul style="list-style-type: none"> • SHLAA • SHLAA Review • SHLAA Second Review (CDC Forward Planning)	2010 2012 2014	Assesses sites across the district for their potential for housing development to inform site allocation process.
Five Year Housing Land Supply (CDC Forward Planning)	Annually in May	Requirement to produce a 5 year supply statement. Incorporates RLA and SHLAA evidence to demonstrate amount of housing expected in next five years.
Review of Cotswold District Housing Requirement (Keith Woodhead) Update	2013 2014	Assesses the level of housing (objectively assessed need) required across the district over the twenty year plan period.
Gypsy and Traveller Accommodation Assessment (Opinion Research Services)	2013	The Gloucestershire Gypsy and Travellers and Showpeople's accommodation assessment identifies the requirements for sites between 2013 and 2031.
SHMA Update (HDH Planning & Development Ltd)	2014	An update to the 2009 SHMA to identify and inform housing market issues. A joint county-wide study.

Good Design		
Title and Author	Date	Notes
Conservation Area Statements: Avening; Bibury; Blockley; Bourton-on-the-Water; Chedworth; Didmarton; Oddington; South Cerney (CDC)	1998-2004	The Conservation Area Statements and the work behind them will help inform emerging Local Plan issues, objectives and policies.
Cotswold Design Code	2000	Forms supplementary planning guidance to Local Plan policy 42.
Conservation Area Appraisals and Management Proposals: Cirencester South; Cirencester The Park; Cirencester Gloucester Street and River Walk; Cirencester Town Centre. (CDC)	2008	The Conservation Area Appraisals and the work behind them will help inform emerging Local Plan issues, objectives and policies.

Healthy Communities		
Title and Author	Date	Notes
Open Space, sport and recreation study (CDC Forward Planning / pmpgenesis)	Sept 2011	The study audits and establishes local views and aspirations regarding local open space, sport, recreation and play provision, sets locally derived standards for this and applies these standards district-wide to create a framework

Update	In progress at date of report	for practical action.
Local Green Spaces identification and assessment (CDC Forward Planning)	In progress at date of report	The study investigates the designation of local green spaces, carried out in conjunction with communities.

Climate Change and Flooding		
Title and Author	Date	Notes
Strategic Flood Risk Assessment (Halcrow)	Sept 2008	The county-wide strategic flood risk assessment identifies different levels of flood risk across Gloucestershire.
SFRA Level 2 (JBA)	In progress at date of report	Assesses the flood risk of the potential site allocations for the Local Plan in more detail.
Informal policy / guidance: <ul style="list-style-type: none"> Renewable energy Climate change and flood risk (CDC Forward Planning) 	2009 2009	Incorporate into new Local Plan policies as necessary and where appropriate with updated national policy and guidance and relevant evidence.
Gloucestershire Renewable Energy Study Phase 1 Phase 2 (GCC and Entec)	June 2010 Feb 2011	Phase 1 examines 'on-site' renewable energy options for new developments. Phase 2 looks holistically at renewable resource across the whole county.
Water Cycle Study Phase 1 (JBA)	In progress at date of report	Environment Agency recommendation to better understand the impact of potential site allocations on the water and sewerage network.

Natural Environment		
Title and Author	Date	Notes
Landscape Studies: <ul style="list-style-type: none"> Assessment of landscapes outside the Cotswold AONB Study of land surrounding key settlements Local countryside designation review – Special Landscape Areas Local countryside designation review – protected open space policy areas (White Consultants) Refresh / update 	June 2000 June 2000 Feb 2001 Feb 2002 In progress at date of report	These studies review the existing Special Landscape Areas and protected open space policy areas and form the landscape context documents for the district.
Strategic Review and Implementation Plan for the Cotswold Water Park	2008	Stage 1 – baseline information, taking into account the key issues affecting uses of the CWP.

(Scott Wilson)		Stage 2 – assessment of the interrelationships between the different users and their needs and aspirations in the CWP. Stage 3 – the vision and strategic framework for the future development of the CWP, including an implementation plan.
Habitat Regulations Assessment (LUC)	May 2013	This HRA Screening Report relates to the Local Plan Consultation Paper: Preferred Development Strategy. It refers to the assessment of the potential effects of a development plan on one or more European designated sites, including Special Protection Areas and Special Areas of Conservation.
Biodiversity Site Searches (GCER)	Dec 2013	Detailed research into biodiversity for potential site allocations.
Cotswold Water Park Parish engagement event	Dec 2013	Public event to explore issues and vision for the Water Park.
Cotswold Water Park Detailed notification review process (Natural England)	In progress at date of report	Review of SSSI designation to better reflect species, e.g. not just water plants, but wintering birds and bats.

Historic Environment		
Title and Author	Date	Notes
Historic Environment Topic Paper (CDC Heritage)	In progress at date of report	Will help inform the Local Plan issues, objectives and policies.
Conservation Area Statements: Avening; Bibury; Blockley; Bourton-on-the-Water; Chedworth; Didmarton; Oddington; South Cerney (CDC)	1998-2004	The Conservation Area Statements and the work behind them will help inform emerging Local Plan issues, objectives and policies.
Conservation Area Appraisals and Management Proposals: Cirencester South; Cirencester The Park; Cirencester Gloucester Street and River Walk; Cirencester Town Centre. (CDC)	2008	The Conservation Area Appraisals and the work behind them will help inform emerging Local Plan issues, objectives and policies.

As well the evidence outlined above produced or commissioned directly for the Local Plan, regard will also be given to other evidence such as:

Economy & Infrastructure

- Market Town Health Checks (Various market town partnerships)
- Cirencester Traffic and Movement (Hyder Consulting) June 2007
- The Cotswold Perception and Awareness Research (Arkenford) 2012

- Assessment of Economic Value of the Cotswold AONB (Cumulus Consultants Ltd in association with GHK Consulting LTD for CCB) 2013

Healthy Communities

- Gloucestershire Health and Wellbeing Strategy 2012-2032

Natural and Historic Environment

- Gloucestershire Historic Landscape Characterisation project (GCC) 1997-2002
- Cotswold AONB Landscape Character Assessment (Cotswold Conservation Board) 2004
- Gloucestershire Landscape Character Assessments for the Severn Vale, Upper Thames Valley, Vale or Moreton; Vale of Evesham Fringe (LDS on behalf of Gloucestershire County Council) 2006
- Buildings at Risk Register (CDC) 2005
- Conservation principles, policies and guidance (English Heritage) 2008
- Cotswold Water Park Biodiversity Action Plan (CWP Trust on behalf of CWP Nature Conservation Forum and the CWP Joint Committee) 2007
- Cotswold Water Park – Integrated Landscape Character Assessment (LDA Design on behalf of Wiltshire Council supported by CWP Joint Committee) 2009
- Cotswold Water Park Strategic Review & Implementation Plan (master plan) (Scott Wilson on behalf of the CWP Joint Committee endorsed by CDC) July 2008, updated December 2010
- Cotswold AONB Management Plan (CCB) 2013
- Cotswold AONB Local distinctiveness and landscape change (CCB) 2013
- National Character Area Profiles 106 – Severn and Avon Vales (Natural England) 2013
- National Character Area Profiles 107 – Cotswold (Natural England) 2013
- National Character Area Profiles 108 – Upper Thames Clay Vales (Natural England) 2014
- Landscape strategy and guidelines (for each of the 19 landscape character types) (CCB) ongoing review
- Cotswolds Conservation Board - Position Statement - Tranquillity And Dark Skies
<http://www.cotswoldsaonb.org.uk/userfiles/file/consultations/tranquillity-and-dark-skies-nov-09-revised-oct-2010.pdf>
- Campaign to Protect Rural England - Tranquillity Map: England
<http://www.cpre.org.uk/resources/countryside/tranquil-places/item/1839->
- Campaign to Protect Rural England - Shedding Light
- A survey of local authority approaches in England (2014)
<http://www.cpre.org.uk/resources/countryside/dark-skies/item/3608-shedding-light>
- Cotswolds Conservation Board - Position Statement: Development in the setting of the Cotswolds AONB <http://www.cotswoldsaonb.org.uk/userfiles/position-statements/setting-revision-2013.pdf>
- European Landscape Convention
<http://www.naturalengland.org.uk/ourwork/landscape/protection/europeanconvention/>
- Gloucestershire Historic Environment Records (GCC) ongoing database
- Heritage Gateway (English Heritage) ongoing database
- Heritage at Risk Register (English Heritage) ongoing review

- Archaeology Review (GCC Heritage Team) Jan 2014
- Strategic framework for GI in Gloucestershire (Gloucestershire Local Nature Partnership) (draft 2014 – in progress)
- Gloucestershire Biodiversity Action Plan (2000)
- (Gloucester Biodiversity Partnership) Gloucestershire Biodiversity Delivery Plan (2010) <http://gloucestershirebiodiversity.net/index.php> - includes mapping and technical details for Strategic Nature Areas.
- Cotswold Water Park appeal decision for Lakes 103 and 104 - 05/02098/OUT
- Detailed notification review process (Natural England)

Strategy

- Cotswold District Local Plan 2001-2011
- Cotswold Community Strategy (CDC) 2008
- Corporate Strategy and Corporate Plan (CDC) 2012-15
- Update to the Corporate Strategy and Corporate Plan (CDC) 2014/15

Chapter 5 – Local Plan Timetable

Key Milestone	Timescale
Community involvement in development of issues and options Issues & Options Settlement Hierarchy Second Issues & Options Preferred Development Strategy	Complete Nov 2007 Complete Nov 2008 Complete Dec 2010 – Mar 2011 Complete May 2013
Community involvement in development of issues and options Local Plan: Preferred Development Strategy	Complete May 2013
Local Plan: Development Strategy and Site Allocations and accompanying Sustainability Appraisal (SA) consultation (Reg. 18)	December 2014
Consideration of representations and preparation of Draft Local Plan.	January – March 2015
Draft Local Plan including development management policies, delivery and monitoring framework and accompanying Sustainability Appraisal consultation (Reg 18) Consideration of representation and preparation of Draft Local Plan.	Spring/Summer 2015 Dependent on timing of election* and level of consultation responses.
'Publication' (Pre-submission) Local Plan and final SA (Reg. 19 & 20)	Summer/Autumn 2015 Dependent on progress of previous stages.
Consideration of representations and preparation of proposed modifications	Autumn 2015
Submission of Local Plan and SA to the Secretary of State (Reg. 22 & 23)	Winter 2015
Examination of Local Plan and SA (Reg. 24)	To be confirmed by Planning Inspectorate
Hearing period and preparation of Inspectors Report	To be confirmed by Planning Inspectorate
Inspector's Report – fact check	To be confirmed by Planning Inspectorate
Inspector's Report – final (Reg. 25)	To be confirmed by Planning Inspectorate
Adoption of Local Plan and Policies Map (Reg. 26)	Dependent on Examination process
Monitoring and Review	On-going post adoption

* There is statutory guidance for local authorities on publicity during the period just before local elections. The Code of Recommended Practice on Local Authority Publicity is issued under section 4 of the Local Government Act 1986.

As the Local Plan progresses more clarity will become available on the timetable of some of the tasks involved. However, some areas will remain difficult to plan, such as consideration of representations received, until the level of response is known, delays and requirements for additional evidence. These elements are beyond the Council's control and can impact on the timetable, as well as responding to new guidance and instructions. The LDS will be updated annually to reflect the most up to date information at the time. The Council will also continue to maintain a timetable on its website.

Chapter 6 – Risk Assessment

There are a number of risks that could affect the timetable set out in the LDS. These are indicated in the table below, along with contingencies where possible.

Potential Risk	Impact / Contingency
Staff Resources	<p>It is envisaged that the staffing requirements for the preparation of the Local Plan will be met primarily from the Forward Planning Team with input, as required, from other teams within the Council. Subject to availability, Development Management staff will be required to assist with detailed policies for the Local Plan.</p> <p>Short term contracts will be considered where appropriate, together with secondments with neighbouring authorities. Every effort will be made to rationalise workloads wherever possible and to make use of staff in other sections where their skills are appropriate to the task, notably development control, housing strategy and sustainable communities.</p> <p>Specific studies will be undertaken by external specialist consultants where necessary.</p>
Availability of PINS for Examination	<p>The timetable for the preparation and adoption of Local Plans depends on the capacity of the Planning Inspectorate to undertake Examinations at the appropriate time. Every effort will be made to seek early confirmation that the proposed timings are acceptable.</p>
Changing national policy, guidance and evidence	<p>Engagement undertaken in accordance with regulations highlighted key issues on which to focus evidence gathering. However, changes to national planning policy and guidance can generate new issues or produce additional, unforeseen requirements and these could potentially impact on deadlines.</p> <p>The Council will ensure officers maintain a close liaison with the latest national guidance and best practice; revise the Local Plan timetable if necessary; and ensure adequate budgetary provision for consultancy support if required.</p>
Failure of the Local Plan to meet tests of soundness and legal compliance	<p>Officers will attend relevant training or seminars on emerging advice and best practice, as well as maintaining a dialogue with the Planning Inspectorate and neighbouring authorities.</p> <p>Consultants appointed to undertake specific studies will be required to ensure their work meets the tests of soundness. All evidence will be robust and officers will make use of the soundness and legal self-assessment toolkit. The Local Plan process will follow the regulations and outlined procedures.</p>
Cooperation of other external bodies	<p>The new planning system involves complex arrangements for cooperation, consultation, engagement and evidence gathering. Failure on the part of the other bodies to respond in time or to provide adequate responses</p>

	<p>which require subsequent clarification could cause significant delay to work programmes.</p> <p>Officers will maintain an ongoing dialogue with partners to ensure the duty to cooperate is met. Any particular delays will be reviewed in the timetable. For joint working on evidence, clear working arrangements with other bodies will be required with strong programme management.</p>
<p>New data becoming available – Census etc</p>	<p>Evidence will need to be as up to date as reasonably as possible. This could impact on progress if the timing of data is unfortunate.</p> <p>Evidence will need to be amended accordingly, taking a proportionate approach. Only major shifts in Census data, or government projections should justify changes to the strategy, though some tweaks to policy direction may be necessary.</p>
<p>Large numbers of representations received to consultation periods.</p>	<p>Representations that are not submitted through the on-line system (e.g. by email or letter) have to be manually logged into the system, which is a time consuming task.</p> <p>It may be necessary to bring in other staff, or temporary assistance.</p>

APPENDIX A – List of Acronyms

AMR	Annual Monitoring Report Authorities are required to produce AMRs to assess the implementation of the Local Development Scheme and the extent to which policies are being achieved.	NPPF	National Planning Policy Framework Sets out the Government’s planning policies for England and how they are expected to be applied. Provides guidance for local planning authorities and decision-makers, both in drawing up plans and making decision about planning applications.
AONB	Area of Outstanding Natural Beauty A special area of protected landscape, with the primary purpose to protect and enhance the natural beauty of the area now and for the future.	PPTS	Planning Policy for Traveller Sites To be read in conjunction with NPPF.
CCB	Cotswold Conservation Board The organisation to conserve and enhance the Cotswolds AONB.	RLA	Residential Land Availability The Council’s annual housing monitoring report, showing dwellings completions and the number with outstanding planning permission.
CDC	Cotswold District Council	SA	Sustainability Appraisal Provides the evidence to inform, and the framework to test and develop options, to deliver a more sustainable strategy.
CIL	Community Infrastructure Levy A planning charge to help deliver infrastructure to support development.	SCI	Statement of Community Involvement Sets out how the local planning authority will engagement and consult with stakeholders and communities for plan making and development management processes.
CWP	Cotswold Water Park A wetland area of 150 lakes created through gravel extraction.	SHLAA	Strategic Housing Land Availability Assessment Technical assessment of sites for their potential for housing.
DPD	Development Plan Document Spatial planning document subject to independent examination.	SPD	Supplementary Planning Document Expand or add detail to policies laid out in development plan documents. These may take the form of design guides, area development briefs, a master plan or issues based documents.
GCC	Gloucestershire County Council		
IDP	Infrastructure Delivery Plan Identifies the hard, social and green infrastructure needed to support and underpin the growth outlined in the Local Plan.		
LDS	Local Development Scheme The project plan for planning policy work being undertaken by the local planning authority.		

APPENDIX B – List of Saved Policies

The policies below, and the related proposals map and insets, which related to the Cotswold District Local Plan 2001-2011 (adopted April 2006), will continue to be saved after April 2009. All other policies in the Local Plan that are not listed below will lapse after that date.

Policy No.	Name of Policy to be retained	SPG (see paras 3.3, 3.4)
2	Renewable Energy	
5	Pollution and Safety Hazards	
8	Special Landscape Areas	
9	Biodiversity, Geology and Geomorphology	
10	Trees, Woodlands and Hedgerows	
11	The Historic Landscape	
14	Conversion of Historic Agricultural Buildings	
15	Conservation Areas	1
16	Minimising the Impact of Lorries	6
17	Protection of Established Uses	
18	Development within the Development Boundaries of Cirencester and the Principal Settlements	
19	Development Outside Development Boundaries	
20	Housing Sites on Previously Developed Land	
21	Affordable Housing	
22	Replacement dwellings in Rural Areas	
23	Sites for Gypsy Travellers	
24	Employment Uses	
25	Vitality and Viability of Settlements	
26	Tourism	
27	Diversification of Farms and Agricultural Estates	
28	Conversion of Rural Buildings	
30	Removal of Occupancy Conditions on Dwellings Outside Settlements	
31	Equestrian Related Development	
32	Community Facilities	
33	Playing Fields, Sports Facilities and Allotments	
34	Landscaped Open Spaces and Play Areas in Residential Development	
35	Golf Courses	
36	Sustainable Transport Network	2
38	Accessibility to and within New Development	
39	Parking Provision	
42	Cotswold District Design Code	3
43	Provision for the Community	
44	Public Art	
45	Landscaping in New Development	
46	Privacy and Gardens in Residential Development	
47	Community Safety and Crime Prevention	
48	Advertisements and Signs	
49	Planning Obligations and Conditions	
CIR.1	Traffic and Environment in Cirencester Town Centre	
CIR.2	Livestock Market and Leisure Centre	
CIR.3	Sheep Street 'Island'	
CIR.4	Memorial Hospital	
CIR.5	Land adjacent to Brewery Car park	
CIR.6	Land fronting Dyer Street and The Waterloo	
CIR.7	The Waterloo Car Park	

CIR.8	Cricklade Street/ West Way	
CIR.9	Kingsmeadow Lorry Park	
CIR.10	Kingshill	
CIR.11	Land east of Wilkinson Road	
CIR.13	Kingshill North	
CIR.14	Siddington Park Farm	
CIR.15	City Bank and the former Railway Line	
CIR.16	Cemetery	
BOU.1	British Legion site	
BOU.2	Land east of Coach and Horses	
MOR.1	Cotswold Business Village	
TET.1	Former Matbro site	
TET.2	Hampton Street allotments	
TET.3	Extension to Tetbury Industrial Estate	
CHI.2	Cutt's Garage	
CHI.3	Wold's End Car Park	5
LEC.1	Riverside	
LEC.2	Old Station	
LEC.3	Car Park	
LEC.4	Cemetery extension	
UT.1	Cotswold Water Park	4
UT.2	Settlement Protection Boundaries	
UT.3	The Thames & Severn Canal	
UT.4	The River Thames	
KE.1	Kemble Airfield	