

Local Development Scheme October 2025



COTSWOLD
District Council

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1. Introduction

- 1.1 This is the Cotswold District Council Local Development Scheme. It explains what planning policy documents will be prepared during the three-year period October 2025 – September 2028. It also provides the timetable for producing these documents.
- 1.2 Cotswold District Council is producing a:
 - A Local Plan Review (2025-2043); and
 - A Community Charging Levy.

2. Cotswold District Local Plan (2011-2031) & Local Plan Review (2025-2043)

- 2.1 The Cotswold District Local Plan (2011-31) was adopted on 3 August 2018. The plan is the starting point in the determination of planning applications, providing an overall framework for growth in the period up to 2031.
- 2.2 Cotswold District Council began updating its Local Plan in June 2020. Initial work was primarily to make the adopted Local Plan 'Green to the Core' in response to the Council's climate change and ecological emergency declarations. In January 2024, the Council also began making preparations to deliver development requirements beyond 2031 (the end of the adopted Local Plan period). The intention was to combine the two Local Plan projects into a single comprehensive Full Local Plan Update further down the line if it was possible to do so, allowing the Council to keep its options open.
- 2.3 However, in December 2024 the Government introduced a new standard method for calculating housing need resulting in a doubling of the housing target for Cotswold District Council now needing to provide 1,036 homes a year. In response, in July 2025, Council resolved to combine the two local plan projects into one full Local Plan review and to update the Council's Community Infrastructure Levy in parallel.
- 2.4 Through the Local Plan review, the Council will seek to ensure the district has a five-year housing land supply¹ and passes the annual Housing Delivery Test² in future years. This includes a new Local Plan period that looks beyond 2031; new requirements for different types of development and supporting infrastructure; and a new strategy for how and where development will be located, including new development site allocations.

3. Community Infrastructure Levy (CIL)

- 3.1 The Community Infrastructure Levy (CIL) is a charge that can be applied to new developments to help pay for supporting infrastructure. Most new development which

¹ As required by National Planning Policy Framework (December 2024) paragraph 72

² As required by National Planning Policy Framework (December 2024) paragraph 79

creates net additional floor space of 100 square metres or more, or creates a new dwelling, is currently potentially liable for the levy.

- 3.2 The levy only applies in areas where a local authority has consulted on, and approved, a charging schedule which sets out its levy rates and has published the schedule on its website.
- 3.3 The Council adopted its CIL charging schedule in June 2019.
- 3.4 The Community Infrastructure Levy will be updated alongside the Local Plan review. This will also require the Council to update its existing CIL charging schedule because of new and or updated policies and viability evidence.
- 3.5 The government's national planning practice policy guidance sets out how a charging schedule should be prepared. It explains a charging schedule is prepared and adopted as follows:
 - a) the charging authority prepares its evidence base in order to prepare its draft levy rates, and collaborates with neighbouring / overlapping authorities (and other stakeholders);
 - b) the charging authority prepares and publishes a draft charging schedule for consultation;
 - c) representations are sought on the published draft;
 - d) the charging authority must take into account any representations made to it before submitting a draft charging schedule for examination;
 - e) an independent person (the "examiner") examines the charging schedule in public;
 - f) the examiner's recommendations are published;
 - g) the charging authority has regard to the examiner's recommendations and reasons for them; then
 - h) the charging authority approves the charging schedule.
- 3.6 The 2019 Regulations removed the requirement to consult on a preliminary draft charging schedule. However, charging authorities can consult more than once where they consider it to be appropriate.

4. Statement of Community Involvement

- 4.1 A Statement of Community Involvement explains how local communities and other stakeholders will be engaged in the preparation of the Local Plan and other related documents. It also provides information about how local communities and other stakeholders will be engaged in relation to the determination of planning applications.
- 4.2 Local planning authorities are required to review their Statements of Community Involvement every five years. The Council's current Statement of Community

Involvement was refreshed in December 2023 and will therefore not need to be updated prior to the adoption of the Local Plan review.

5. Local Plan Monitoring Reports

- 5.1 In accordance with national planning regulations the Council is required to produce a monitoring report addressing various matters including plan progress and implementation, neighbourhood planning, CIL (where applicable) and the duty to co-operate.
- 5.2 The Council prepares various monitoring reports, these include:
- a) Authority Monitoring Report;
 - b) Housing Land Supply Report (this calculates the Council’s 5 year housing land supply);
 - c) Residential Land Monitoring Statistics;
 - d) Economic Land Monitoring Statistics;
 - e) Brownfield Land Register; and
 - f) Infrastructure Funding Statement.
- 5.3 Where possible, the Council updates and publishes the above reports annually. All documents are saved on the Council’s Local Plan evidence webpage³ apart from the Infrastructure Funding Statement which can be found on the Council’s CIL webpage⁴.

6. Risk Assessment

- 6.1 There are several risks that could affect the timetables set out in Appendix 1 of this Local Development Scheme. These are indicated in the table below, along with contingencies where possible.

Potential Risk	Impact / Contingency
Staff resources	A growth bid has been approved to provide additional resource and resilience to the Planning Policy and Infrastructure team, and it is envisaged that the staffing requirements for the preparation of the Local Plan will be met primarily from the Planning Policy and Infrastructure team. Input will be required as and when from other teams within the Council. Subject to availability, Development Management staff, Ecology, Heritage and Landscape staff, and the Climate Action Manager will be required to assist with updating specific policies in the

³ <https://www.cotswold.gov.uk/planning-and-building/planning-policy/evidence-base-and-monitoring/>

⁴ <https://www.cotswold.gov.uk/planning-and-building/community-infrastructure-levy/>

Potential Risk	Impact / Contingency
	<p>extant Local Plan.</p> <p>Short-term contracts and overtime will be considered where appropriate. 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 Management and Housing Strategy. 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. There will be lots of councils wanting to submit their local plans by December 2026. This could create a bottle neck in the system and may affect the timetable for adopting the Local Plan, which may require the council to switch to a New Style Plan. Officers will keep the Planning Inspectorate informed of the council's plan-making timetable. Every effort will be made to seek early confirmation that the proposed timings are acceptable.</p>
Changing national policy, guidance and evidence	<p>Changes to national planning policy and guidance and updated evidence can generate new issues or produce additional, unforeseen requirements. These can impact on deadlines or even affect the premise of the entire project. The Council will keep abreast of latest national guidance and best practice; revise the Local Plan timetable if necessary; and ensure adequate budgetary provision for consultancy support if required.</p>
Devolution White Paper	<p>Government intends to reform local government, creating more unitary authorities. This has potential to impact the Local Plan timetables (e.g. availability of funding). The Council will keep abreast of any changes; 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 best practice and maintain a dialogue with the Planning Inspectorate and neighbouring authorities. 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</p>

Potential Risk	Impact / Contingency
	soundness and legal self-assessment toolkit. The Local Plan process will follow the regulations and outlined procedures. The Council has also sought advice from the Planning Inspectorate, the Planning Advisory Service and Counsel on key issues and will continue to do so.
Funding for evidence	Inadequate funding to support evidence gathering could significantly delay the delivery of the Local Plan update. The risk has been mitigated by the establishment of the Oversight and Programme Board and reporting structures to ensure requirements are identified early and worked into the budget plan. The Council has also bid for various government grants to accelerate the delivery of the Local Plan.
Cooperation of other external bodies	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 which require subsequent clarification could cause significant delay to work programmes. 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.
New data becoming available	Evidence will need to be as up to date as reasonably as possible. This could impact progress if the timing of data is delayed. Evidence will need to be amended accordingly, taking a proportionate approach. Only major shifts in official government projections should justify changes to the strategy, though some tweaks to policy direction may be necessary.
Large numbers of representations received	Representations that are not submitted through the online system (e.g. by email or letter) have to be manually entered, which is a time consuming task. It may be necessary to bring in other staff, or temporary assistance. This will require sufficient workstations with internet access to facilitate the exercise. The Council has sought to mitigate this risk by investing in a new digital engagement platform, which incorporates artificial intelligence auto

Potential Risk	Impact / Contingency
	summarisation technology.
Neighbourhood Plans and other corporate projects	<p>The Council has a legal duty to support the delivery of Neighbourhood Plans and this will continue to have an impact on resourcing. Early and continued engagement with town and parish councils will be vital, especially when establishing anticipated project timetables. The Council has also prepared a guide to confirm the level of support town and parish councils can expect from the Council.</p> <p>It may be necessary to bring in other staff, or temporary assistance, at certain times and the Council has engaged a contractor to deal with this work for the time being.</p>

Appendix 1 – Document Profiles

Cotswold District Local Plan 2025 – 2043	
Status	Development Plan Document (DPD)
Overview	The Local Plan sets out the overall framework for future development growth in Cotswold District to 2043. The plan takes account of the Council's corporate plan, emergency declarations and other material considerations (for example the National Planning Policy Framework).
Geographical coverage	District-wide
Timetable	<p>Consultation: Preferred Options (Reg. 18) – (autumn) 2025 Consultation Technical documents (Regulation 18) winter/spring 2026</p> <p>Consultation: Publication of pre-submission draft Local Plan (Reg. 19) – (summer) 2026</p> <p>Submission of pre-submission draft Local Plan (Reg. 22) – Q4 (winter) 2026</p> <p>Examination – (spring) 2027</p> <p>Adoption – (winter) 2027</p>
Conformity	Prepared in conformity with the National Planning Policy Framework and the National Planning Practice Guidance.
Management arrangements	Document production to be led by the Council's Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure.
Resource requirements	Internal resources comprise the Council's Planning Policy and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon to produce some supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Cotswold District Community Infrastructure Levy

Status	Community Infrastructure Levy
Overview	The Community Infrastructure Levy (CIL) is a charge that can be applied to new developments to help pay for supporting infrastructure. Most new development which creates net additional floor space of 100 square metres or more, or creates a new dwelling, is currently potentially liable for the levy. The levy only applies in areas where a local authority has consulted on, and approved, a charging schedule which sets out its levy rates and has published the schedule on its website.
Geographical coverage	District-wide
Timetable	<p>Consultation: Draft charging schedule – (summer) 2026</p> <p>Submission for Examination – (winter) 2026</p> <p>Examination – (summer) 2027</p> <p>Adoption – Q4 (winter) 2027</p>
Conformity	Prepared in conformity with the National Planning Policy Framework and the National Planning Practice Guidance.
Management arrangements	Document production to be led by the Council’s Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure and the Infrastructure Delivery Lead.
Resource requirements	Internal resources comprise the Council’s Planning Policy and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon to produce some supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).