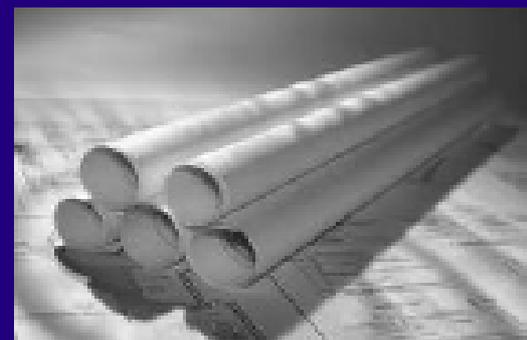


Ribble Valley Borough Council



Local Development Scheme

October 2012



RibbleValley
Local Development Framework

Ribble Valley Borough Council

Local Development Scheme

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Introduction

The Local Development Framework will provide the basis for planning decisions in the Ribble Valley and will set the pattern for development and investment over future years. The Local Development Framework replaces the system of structure plans and local plans that previously existed.

The Local Development Scheme sets out the approach and timetable for policy preparation. The scheme will be used to monitor the Councils progress, and is intended to help manage workloads, resource requirements and to give the public and other interested parties greater opportunity for involvement in the policy process. It is formally reviewed on an annual basis through the annual monitoring report.

This Local Development Scheme is intended to guide the production of development plans within the Ribble Valley. It is a very important document because our Development Plan Documents will help to guide and shape the pattern of development within the borough. They will help form a spatial strategy for the area and will help to deliver community objectives and establish sustainable communities.

This Local Development Scheme is intended to cover the period up to the end of 2014. The schedule explains how, and when, the Council intends to complete its Local Development Framework. The documents referred to are to be produced under the provisions of the Planning and Compulsory Purchase Act. The Local Development Framework will gradually replace the existing Boroughwide Local Plan as the Council's development plan for the area. Until relevant policies are prepared provision has been made to treat policies as "saved" under the provisions of legislation. A schedule of the policies that are formally saved is included at Appendix 1. The publication of a new National Planning Policy Framework has introduced a series of transitional arrangements that will be in place until March 2013, after which date where saved policies are not replaced by a new Local Framework, they will cease to have material weight and the national policies will form the basis of decision making.

In preparing this document the Council has considered:

- What the likely content and structure of the new Core Strategy is likely to be;
- Whether any of our Local Development Documents are likely to be prepared jointly with one or more authorities; and
- The evidence base needed to ensure that the policies are sound.

The Council's Annual Monitoring Report will provide a formal mechanism to monitor progress and the need to update either the timetable or policy coverage.

Schedule of Proposed Local Development Documents

Our Local Development Framework will be made up of a number of documents. The Schedule at Appendix 2 outlines their status and explains their purpose and key dates in their production.

Overall Programme

The overall programme is illustrated in the GANNT chart at Appendix 3. This shows the intended programme of work.

Profiles of Each Local Development Document.

The following tables outline the format that we propose for each of our Local Development Documents. They are aimed at providing an overview of what is proposed. The schedule at Appendix 2 provides information on key milestones.

Development Plan Documents- Local Development Documents

Local Development Document Profile	
Document details	<ul style="list-style-type: none"> • Title: Ribble Valley Development Plan - Core Strategy • Role and Purpose: Sets out the vision, objectives and Core Strategy for the spatial development of the area, including the framework for housing and employment land, environmental protection and will provide the framework for development management. It will also establish the strategy to deliver affordable housing • Geographic Coverage: The Core Strategy will relate to the whole of the Ribble Valley. • Status: The Core Strategy will be a Development Plan Document. • Chain of Conformity: The Core Strategy will be prepared in General conformity to the NPPF. It will reflect the Community Strategy. All other LDD's will be prepared in conformity to the Core Strategy.
Timetable	<ul style="list-style-type: none"> • Start date: Commenced • Start of Consultation on Issues and Options (former R25): Mar 2010 • Public Participation on publication draft (R19): May 2012 • Submission to Secretary of State (R22): Sept 2012 • Pre- Examination meeting: Nov 2012 • Target For Formal Examination: Jan 2013 • Anticipated receipt of Inspectors report: April 2013 • Adoption and publication: June 2013
Arrangements for production	<ul style="list-style-type: none"> • Lead Department: Chief Executive's Department. Management arrangements: The project will be led by the Borough Council's Planning and Development Committee. • Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section, which will be responsible for survey work and preparation of the document. They will also lead the public consultation exercise. Staff resources from Development Control can be called upon to help manage peaks of workload, especially in relation to the public examination. • Approach to involving stakeholders and the community: We will work with the community as much as possible, consulting in accord with the regulations and the adopted SCI. Linkages with the Parish and Town Councils will be enhanced. Close liaison will be maintained with the Local Strategic Partnership and various Market Town/Village action groups that have been established, as well as neighbouring authorities and relevant consultation bodies and agencies.

Local Development Document Profile

Document details	<ul style="list-style-type: none"> • Title: Proposals map. • Role and Purpose: This will illustrate the Core Strategy and DPD policies. It will show (on an Ordnance Survey base) the main proposals, designations and locations and areas where specific policies or action area plans will apply. • Geographic Coverage: The Proposals Map will relate to the whole of the Ribble Valley. • Status: The Proposals Map will be a Development Plan Document. • Chain of Conformity: The Proposals map will conform to the Core Strategy. It will be updated at the same time as any DPD is adopted to illustrate on a geographic basis the application of the policies in the DPD or revisions.
Timetable	<ul style="list-style-type: none"> • The proposals map will be produced following adoption of the Core Strategy.
Arrangements for production	<ul style="list-style-type: none"> • Lead Department: Chief Executive's Department. • Management arrangements: The project will be led by the Borough Council's Planning Committee. • Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section. It is proposed that the Proposals Map will be produced in a digital format to enable access through the Council's web site and the Planning Portal. Specialist Map producers will be used in its production. • Approach to involving stakeholders and the community: We will work with the community as much as possible consulting in accord with the regulations and the adopted SCI. Linkages with the Parish and Town Councils will be enhanced. Close liaison will be maintained with the Local Strategic Partnership and various Market Town/Village action groups that have been established, as well as neighbouring authorities and relevant consultation bodies and agencies.
Document details	<ul style="list-style-type: none"> • Title: Housing and Economic Development DPD • Role and Purpose: This will provide more detailed policy coverage on housing and economic development issues. It will include where relevant allocations and design policies. The DPD will also provide the planning policy framework for the town centres of Longridge and Clitheroe. • Geographic Coverage: Borough-Wide. • Status: This will be a Development Planning Document. • Chain of Conformity: It will conform to the Core Strategy.
Timetable	<ul style="list-style-type: none"> • Start date: Commenced • Pre-production/Survey: On going • Start of Consultation on Issues and Options (R18): Feb 2013 • Public Participation on publication draft (R19): Aug 2013 • Submission to Secretary of State (R22): Jan 2014 • Pre-Examination meeting: March 2014 • Target For Formal Examination: June 2014 • Anticipated receipt of Inspectors report: October 2014 • Adoption and publication: Nov 2014

<p>Arrangements for production</p>	<ul style="list-style-type: none"> • Lead Department: Chief Executive's Department. • Management arrangements: The Borough Council's Planning Committee will lead the project. <p>Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section.</p> <ul style="list-style-type: none"> • Approach to involving stakeholders and the community: We will work with the community as much as possible consulting in accord with the regulations and the adopted SCI. Linkages with the Parish and Town Councils will be enhanced. In particular we will work with RSL's, planning agents, architects (through our regular agents meetings) and the building industry. • This DPD will provide more detailed policy coverage on housing and economic development issues including relevant design considerations. It will be the DPD that will provide for site allocations and in doing so will be the tool through which settlement boundaries will be updated as a result of development or proposed allocations. It will provide the policy framework for the town centres of Longridge, Whalley and Clitheroe. • The allocations will establish the areas of growth across the borough in detail reflecting the Core Strategy and sustainability principles in identifying the locations and extent of new development.
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Supporting Statement.

Structure of the Local Development Framework.

Core Strategy.

The Council's Local Development Framework will incorporate a Boroughwide Core Strategy. This will provide strategic policies aimed at guiding the spatial pattern and broad scale of development within the borough. It will also provide as part of its implementation mechanism more detailed Development management policies to help guide subsequent development plan documents and to inform decisions on planning applications. The key elements of this will be a settlement strategy concentrating the bulk of new development to the larger settlements of the borough, Clitheroe and Longridge and Whalley. This is because these centres provide the most sustainable opportunities to meet development needs, and they also have areas of previously developed land capable of accommodating new development. Greenfield land release will be a consideration however in view of the very limited supply of previously developed land.

In addition, there is a recognised desire to see development distributed in the borough to reflect opportunities for growth in the borough's settlements to reflect their existing scale, relative to each other, the need to support sustainable growth and the desire to protect important natural and built heritage assets. This also incorporates local views regarding a broader distribution of development across the borough.

There will be a strong emphasis on environmental protection and enhancement and clear policies to be applied to all developments will be incorporated into the Core Strategy. It is not our intention to repeat government policy statements referred to in NPPF, but we will acknowledge where they need to be taken into account.

The Core Strategy will establish clear targets for the scale of new development in relation to issues such as housing and employment land, and will identify the intended spatial approach. It will also establish the basis upon which affordable housing will be delivered. This will be done in conformity to the NPPF.

We will ensure that the Core Strategy contains policies that facilitate the delivery of new or improved social infrastructure, either through site-specific reference or the introduction of criteria based policies. We will work with the relevant providers to ensure that their requirements are taken into account in the land-use planning framework with particular consideration given to health and education facilities, and ensure that consideration is given to the phasing of new development to address infrastructure needs.

The preparation of the Core Strategy is closely integrated with the Council's Community Strategy.

Other Development Plan Documents

The Council has already identified one Development Plan Document other than the Core Strategy and proposals map to be delivered in the timeframe covered by the scheme. The Housing and Economic DPD will be a key tool by which the Core Strategy vision, objectives and overarching policy framework will be implemented. It will provide detailed allocations for development sites, will be the opportunity to review and revise settlement boundaries and will, through that process, be the principal mechanism by which the level of growth across the borough's settlements will be established to reflect the Core Strategy. It will also be the tool through which more detailed work relating to Clitheroe town centre as part of the Council's master planning and regeneration work will be delivered as well as providing further detailed policy guidance in relation to housing and economic issues as necessary.

Recent work being undertaken in relation to open space and leisure facilities in conjunction with Sport Lancashire has identified a need to establish further policy guidance on these issues and it is anticipated that a DPD dealing with these matters will be prepared. At this stage, pending the conclusion of review work, no programme has been agreed for this document.

Evidence Base

The evidence base is seen as a critical part of the process and extensive work has been undertaken to produce a clear and robust evidence base that will inform the preparation of the framework. This will incorporate baseline data in relation to:

- Housing Land Availability; - Produced quarterly
- Strategic Housing Land Availability Assessment;- published
- Housing needs survey information; - Rolling Programme
- Housing Market Assessment; - Published
- Employment land availability; -Published
- Retail Base Data; - Published
- Environmental baselines - e.g. SSSI's, Biological Heritage Sites, RIGS, Conservation Areas, Listed Buildings etc, Biodiversity, and quality of life indicators. Ongoing
- Flood Risk Assessment - Ongoing
- Infrastructure Plan - Ongoing

The evidence base will be kept up to date as resources and priorities allow.

The evidence base will also form an important element of the sustainability appraisal process.

Sustainability Appraisal

Sustainability Appraisal incorporating Environmental Assessment to comply with regulations will be built into the detailed project planning for each document. The Council recognises the benefits of commencing appraisal work in parallel with the preparation of the policy documents not least to ensure that the implications of policy options and choices are as fully understood as possible.

Work has already been undertaken through a joint working partnership of 5 local authorities with a baseline report being prepared and this has since been refreshed to keep information up to date. Sustainability reports will be prepared for each LDD and will be subject to consultation to enable the appraisal to be read alongside the emerging DPD.

Resources

The Councils' Regeneration and Housing section incorporates the Core Strategy function in relation to planning policy. It also includes strategic housing, regeneration and strategic partnership working. The principle staff resource comprises a full-time Assistant Planner and a part time Project Officer together with the Head of Service as lead officer. Additional resources are drawn as available from relevant section staff and Development Management.

Consultants are engaged on specific projects where there is a lack of in house capacity.

The section has a small operating budget provision to carry out its functions, however the Local Development Scheme will inform the Council's annual budget rounds and financial planning process. Housing and Planning Delivery Grant is set aside to fund key work within this LDS. The Council has also undertaken successful joint working with other authorities and partners to deliver the programme. The Council has recently considered the initial steps to progress the Housing and Economic DPD, a copy of the committee report is included as appendix 4 to this scheme.

Monitoring and Review

The LDF will be subject to an annual monitoring and review process. We intend to incorporate SMART targets into the documents we produce. In addition to this we will also use the Council's Risk management systems to ensure that this issue is fully taken into account and that our systems are capable of being altered to take account of changing contingencies.

Risk Assessment

In reviewing and preparing the Local Development Scheme it was found that the main areas of risk relate to:

- **Staff Turnover.** Staff resources are very limited, consequently any turnover of staff, given the normal operational time to recruit and replace will have an impact on the programme. Staffing levels are also affected by availability of Housing and Planning Delivery Grant and competing priorities.
- **Competing Corporate Priorities.** This will remain an issue but Senior Officers and Members are aware of the need to ensure sound planning policies are put in place and have sought to maintain progress on the Core Strategy in the face of significant development pressures and changing national policy and legislation.. Commitment to the process is explicit within the Council's Corporate Delivery Plan.
- **Legal Challenge.** We will minimise this by aiming to ensure that DPDs are "sound" and founded on a robust evidence base and well-audited stakeholder and community engagement systems.
- **Programme Slippage.** We will continue to monitor our programme.
- **Changing National Policy.** The Council will need to take account of changes in policy or legislation. Risks and impacts have previously been identified where changes have introduced delay as the Council has had to address the impacts of requirements. Significant changes introduced through publication of new national policy, introduces the risk of existing work no longer being compliant and the need to amend the content of work progressed. Delays in progress may have an impact on other objectives for the Council.

Monitoring and Review of this Document

The Borough Council will aim to keep this schedule up to date. Changing circumstances may lead to a position where priorities are altered or it may be necessary to introduce new documents into the framework. In addition to this it is essential that we monitor progress so that any problems in delivering on the timescale set out in the document are identified and addressed at an early stage. An annual monitoring process will be undertaken and the Council will publish a formal report.

APPENDICIES

APPENDIX 1

RIBBLE VALLEY DISTRICTWIDE LOCAL PLAN SAVED POLICIES

POLICY	DESCRIPTION
General Policies	
G1	Development Control
G2	Wilpshire, Clitheroe, Billington, Longridge and Whalley
G3	Mellor Brook, Read and Simonstone
G4	Remainder of the settlements
G5	Outside the main settlements
G6	Essential Open Space
Environment	
ENV1	Area of Outstanding Natural Beauty (ANOB)
ENV2	Forest of Bowland
ENV3	Open Countryside
ENV4	Green Belt
ENV5	Open Land
ENV6	Agricultural Land
ENV7	Species Protection
ENV8	Sites of Special Scientific Interest
ENV9	Other Important Wildlife Sites
ENV10	Nature Conservation
ENV11	Regional Important Geological Sites
ENV12	Ancient Woodland
ENV13	Landscape Protection
ENV14	Archaeological and Historic Heritage
ENV16	Conservation Development Control
ENV17	Conservation additional information
ENV18	Demolition of buildings within a Conservation Area
ENV19	Development of Listed Buildings
ENV20	Demolition (or partial) of Listed Buildings
ENV21	Historic Parks and Gardens
ENV23	Telecommunications
ENV24	Renewable Energy
ENV25	Assessment for Renewable Energy
ENV26	Wind Energy
Housing	
H2	Dwellings in the Open Countryside
H3, H4, H5, H6	Conditions to Agricultural Dwellings
H9	Extended Family Accommodation
H10	Residential Extensions
H12	Curtilage Extensions
H14	Rebuilding/Replacement Dwellings in the Countryside
H15	Barn Conversions - Location
H16	“ Building
H17	“ Design
H19	Housing Needs Large Sites in Main Settlements and Allocated Sites
H20	“ Sites outside settlements + on all sites other than infill plots within village boundaries

POLICY	DESCRIPTION
H21	“ Supplementary information
H22	Gypsy Sites
H23	Removal of Holiday Let Conditions
Industrial Employment	
EMP2 + EMP3	Salthill Site
EMP4	Chapel Hill
EMP7	Extensions/Expansions within the main settlement
EMP8	Extensions/Expansions outside the settlements
EMP9	The Conversion of Barns and Other Rural Buildings for Employment Use
EMP11	Loss of Land for Employment
EMP12	Proposed Agricultural Diversification
<u>Recreation and Tourism</u>	
RT1	General Policy
RT2	Small Hotels and Guest Houses
RT3	The Conversion of Buildings for Tourism
RT4	Camping Barns
RT5	Caravans
RT6	Touring Caravans
RT8	Open Space
RT10	Protect Open Space
RT18 + RT19	Footpaths and Bridleways
Transport and Mobility	
T1	Development Proposals
T7	Parking Provision
T10	Provisional Stations at Gisburn + Chatburn
T11	Freight Transport
Shopping	
S1	Within main Shopping Centre, Clitheroe
S2	Outside main shopping area, Clitheroe
S3	Shop Frontage
S4	Whalley and Longridge
S6	Change of Use
S7	Farm Shops
S11	Temporary Retailing
Area Policies	
A1	Primrose Lodge
A2	Brockhall Village
A3	Calderstones

APPENDIX 2

Schedule 1 Local Development Documents

A. Summary information and timetable

Document Title	Brief Description	Chain of Conformity	Start	Adoption
Statement of Community Involvement LDD	Document setting out standards and approach to involving stakeholders and the community in the production of the LDF.	The statement builds upon existing partnerships and will forge close links to the Ribble Valley Community Strategy.	April 2005	Adopted 2007 The SCI is subject to revision to reflect recent legislative changes.
Core Strategy DPD	Sets out the vision, objectives and Core Strategy for the spatial development of the area, including the framework for housing and employment land, environmental protection and will provide the Policy for Development Management. It will also establish the strategy to deliver affordable housing	General conformity to National Planning Policy Framework. The strategy will also reflect the Community Strategy. All other LDD's to be in conformity to Core Strategy.	Commenced	June 2013
Proposals Map DPD	This will illustrate the LDF's policies. It will show (on an Ordnance Survey base) the main proposals, designations and locations and areas where specific policies or action area plans will apply.	Will reflect policies within all LDD's.	N/A	
Housing and Economic Development DPD	This document will provide greater policy detail to support the Core Strategy including relevant allocations, design considerations and town centre and retail policies for Longridge and Clitheroe. It will establish up to date settlement boundaries and the anticipated amount of growth across settlements.	General conformity to PPS's and PPG's where relevant. The strategy will also reflect the Community Strategy.	Commenced April 2007 Shares elements of CS evidence base. Call for sites anticipated Dec 2012	November 2014

B. Detailed timetable

Document Title	Target start	Date for Pre Publication Consultation Regulation 18	Date for Publication Regulation 19	Date for submission to Secretary of State Regulation 22	Target Date for Formal Examination	Anticipated Receipt Inspectors Report	Date for proposed adoption
Core Strategy DPD	Commenced	August 2010	May 2012	Sep 2012	Jan 2012	April 2013	June 1013
Housing and Economic Development DPD	Commenced (Economic Development element Start April 2007)	FEB 2013	August 2013	Jan 2014	June 2014	October 2014	Nov 2014
Proposals Map DPD	To fit with above programme	To fit with above programme	To fit with above programme	To fit with above programme	To fit with above programme	To fit with above programme	To fit with above programme

Statement of Community Involvement was adopted in 2007. The Council will update the statement to reflect recent legislation changes.

APPENDIX 4

DECISION

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No.

meeting date: 13 SEPTEMBER 2012
title: SITE ALLOCATIONS – INITIAL STAGES
submitted by: CHIEF EXECUTIVE
principal author: COLIN HIRST

1 PURPOSE

1.1 To consider the background and initial steps to undertake site allocations work in connection with the Core Strategy.

1.2 Relevance to the Council's ambitions and priorities:

Community Objectives – site allocations support the delivery of the Core Strategy, the Council's housing and employment ambitions and the implementation of the vision for the Ribble Valley over the next 20 years. As a tool for delivering spatial policy, site allocations will help the Council ensure the proper planning of the borough.

Corporate Priorities – the work supports the Council's priorities of protecting and enhancing the local environment, delivering housing needs, promotion of economic development and being a well run Council.

Other Considerations – the Council has a duty to prepare planning policies to ensure the needs of the area are met.

2 BACKGROUND

2.1 Members are aware of the progress made with the preparation of the Core Strategy which has now reached submission stage. The Core Strategy establishes the principal strategic framework for the development of the borough up to 2028. It establishes amongst other things, the amount of, and patterns of new development to be planned for. The Core Strategy does not, in itself other than for the proposed strategic site include specific land allocations for housing and employment to meet the identified needs. The allocations will, particularly in regard to housing provide a key element of control for development coming forward to help implement the Core Strategy and is seen as an increasingly vital part of the Council's Planning Policy Framework. Clearly, the Government's advice is to encourage Local Planning Authorities to put in place the necessary development plan policies as soon as possible and therefore consideration needs to be given to bringing forward this key element of work.

2.2 Within the current Local Development Framework programme, the Council has previously identified the intention to prepare a supporting Development

Plan Document (DPD) dealing with housing and economic development. This document was intended to be the policy tool through which site allocations would be made for housing and economic development and where necessary, any additional detailed policy coverage would be included. However, it should be noted that to a greater extent this latter element has been superseded by the approach of the Core Strategy and the implications of the National Planning Policy Framework (NPPF). The DPD would also be the opportunity to review the existing settlement boundaries in the saved Local Plan accordingly as an integral part of that process. Work on the DPD would have progressed after the examination process for the Core Strategy.

3 HOUSING AND ECONOMIC DPD

- 3.1 The Housing and Economic DPD was a key part of the LDF programme devised to follow closely on from the preparation of the Core Strategy. Changing circumstances focused around the new NPPF and the increasing development pressures faced in the borough warrant the need to bring forward the preparation of the allocations in particular of housing sites.
- 3.2 The publication of the NPPF and new development plan regulations will need to be taken into account in dealing with site allocations with the resulting position complicated further by the stage and form of the Core Strategy and the Council's programmed approach that requires the associated DPD. Going forward in future years, there is a clear indication in the NPPF that the development plan process would move towards a single policy document approach where strategy and allocations were delivered together much like the old local plan or unitary plan system. Clearly, because of the stage the Council has reached and its previous approach, progress now needs to be made to bring together the Core Strategy and its subsequent allocations. It is also possible that the Inspector appointed to deal with the Core Strategy Examination may seek information on the Council's approach to allocations during the examination and it is helpful to have an identified course of action.
- 3.3 The focus of the housing and economic DPD will be towards the three basic elements of allocating land for housing, employment and revising the settlement boundaries. In reviewing the settlement boundaries, there will be a need to take account of land that may have an extant planning permission, (and therefore forms part of the existing supply), or to reflect development that has been previously completed. What should be noted however, is that the allocation process itself deals with allocating new land through this formal process, and establishing the principle of development, rather than simply reflecting sites with planning permission. The Council is in the situation where the rapid increase in planning approvals has superseded the settlement boundary in a number of places and whilst land will not need to be allocated as it has planning permission, settlement boundaries will need to be redefined to reflect those changes. This is likely to lead to some pressures to try and revisit for the longer term development sites. As a consequence of permissions however, in some instances, there will not be large numbers of new allocations needed as sites are already committed across the borough.
- 3.4 There are a number of preliminary stages to be undertaken which will be the subject of future reports as this work progresses. Initially a baseline will need to be established against which the proposed allocations will be generated. This is likely to be taken as the next quarter's housing land supply position (November), although this will need to be kept under review as time

progresses to reflect any further planning approvals of significance. To help identify potential allocations that reflect the Core Strategy, reference will need to be made to a number of existing sources of information, including the adopted Strategic Housing Land Availability Assessment (SHLAA), relevant submissions to the Core Strategy (where sites are identified) and records of sites that owners, developers and their agents have notified the Council of. In addition, it is considered appropriate to publish a general 'call for sites' where an invitation is extended through the press and website to submit potential sites to the Council for consideration, normally over a defined 4-6 week period.

- 3.5 The intention will be to prepare an options paper on the proposed allocations that will be subject to public consultation and will inform the choice of proposed allocations. This would also provide a key vehicle for community engagement to obtain contributions to the process from the public, Town and Parish Councils together with a wide range of interested parties. This is viewed by Government as an important part of place shaping by the community and potentially could encourage neighbourhood planning initiatives. The work would also need to be subject to a range of supporting assessments, sustainability appraisal and subsequently to an Examination process. Although some of the costs involved in this will be contained within existing operational budgets at this stage, there will be additional costs to be met through future budget processes. It is anticipated however, that given the need to progress as soon as possible, Members should give consideration to a request that the Council's Budget Working Group identify a provisional budget of some £15,000 to progress work in the current financial year.
- 3.6 Clearly, detailed consideration needs to be given to the resources required to put in place the site allocations work. Existing staff resources will be heavily committed to the forthcoming Examination in Public leaving little scope to progress the allocations work, unless additional support is made. The initial stages could be addressed through extending existing temporary appointments, however this does not deal with the need to address the longer term view, including staff changes resulting from fixed term contracts ending. As an option work could be undertaken to review appointing consultancy support to undertake the work as an alternative. A further option would be to consider the appointment of an additional member of staff on a fixed term basis to provide the necessary policy support. As there is a considerable amount of work involved in exploring these options, especially the scoping and use of external consultancy, Members are asked to consider the principles of these options and to provide an initial steer to officers at this early stage.
- 3.7 The production of a site allocations DPD has to follow a series of statutory stages and will inevitably take time to put in place. It is anticipated that it could take up to two years to undertake the full process subject to approach and resourcing and of course the extent to which the delivery of planning permissions through the planning application process reduces the need for new land to be identified. It is for the Council, as Local Planning Authority however, to endeavour to establish the most expedient route to deliver the necessary allocations, in order to protect the area from inappropriate or less sustainable development and removing as far as possible uncertainty in terms of which areas are to be developed. This helps to enable other agencies to match their infrastructure delivery with a pattern of development on the ground. Given the existing significant development pressures being faced by

the Council, it will clearly be expedient to keep the whole process under regular review.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

Resources – This report deals with a new area of work: costs for some preliminary work can be contained in existing budgets. A provisional, additional budget of £15,000 is sought to enable work to be brought forward to this current financial year ahead of the normal budgeting process. Work resulting from this report could give additional resource requirements that would be subject to further reports and Members' consideration.

Technical, Environmental and Legal – The Council has to follow the statutory regulations in preparing a DPD. The site allocations work will be a key part of the implementation of the Core Strategy.

Political – There is significant public interest in the development issues that will be raised by this work that will inevitably run parallel to the consideration of planning applications.

Reputation – Decisions taken in connection with the site allocations DPD will help demonstrate the Council's obligations to fulfil its statutory role and meet the objective of being a well run Council demonstrating community leadership.

Equality & Diversity – No implications identified.

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Agree to refer a request for the provision of £15,000 to Policy and Finance Committee and that it be considered in conjunction with the Budget Working Group to facilitate the early commencement of work on the DPD, including the appointment of temporary staff cover as necessary.
- 5.2 Ask the Chief Executive to investigate further the delivery of site allocations work using specialist consultancy support reporting back to this Committee as soon as possible with his findings.
- 5.3 Agree to publish a call for sites over a four week period to inform the development of site allocation options and a preliminary allocations report.

COLIN HIRST
HEAD OF REGENERATION AND HOUSING

MARSHALL SCOTT
CHIEF EXECUTIVE

For further information please ask for Colin Hirst, extension 4503.

CH/EL/130912/P&D

