

Report of:	Head of Economic Development
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Key Decision:	Yes
Report Track:	Cabinet: 25/01/18

CABINET
25 JANUARY 2018
REVISED LOCAL DEVELOPMENT SCHEME AND LOCAL PLAN REVIEW

1 Purpose of Report

- 1.1 To update the Local Development Scheme to cover the period February 2018 to 2021 to include ceasing work being undertaken on Local Plan Part 2 to enable a full Local Plan review to begin.

2 Recommendations

- 2.1 That Cabinet recommends to Council that work on the preparation of the Local Plan Part 2 cease.
- 2.2 Subject to 2.1, that Cabinet recommends to Council that ceasing work being undertaken on Local Plan Part 2 triggers the process of undertaking a Local Plan review, which upon adoption will replace the adopted Local Plan Part 1 and will address (amongst other issues) those matters which Part 1 identified as needing to be covered in Local Plan Part 2.
- 2.3 That Cabinet recommends to Council that the revised Local Development Scheme detailed in **Appendix 1** covering the three year period February 2018 to February 2021 is approved so that it can be brought into effect on 21st February 2018 under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).

3 Key Issues and Reasons for Recommendation

- 3.1 Local Plan Part 1, adopted in 2014, contains the strategy for growth and environmental protection in the District to 2028 including the scale, quantum and distribution of development and policies for its delivery. Local Plan Part 2 was intended to contain the detailed site allocations to deliver the requirements set out in Part 1.

- 3.2 Work on Local Plan Part 2 has been overtaken by events due to a variety of reasons as set out in the main body of this report. In summary, Local Plan Part 1 (which Part 2 delivers) is becoming out of date due to changes in government policy and ongoing work across the West Midlands to address the housing shortfall in the Housing Market Area. These are strategic changes which cannot be addressed via a Part 2 plan. The changes cumulatively diminish the value of the Part 2 plan, which would now be limited to delivering site allocations (many sites already have planning permission in any case), in line with a housing requirement figure which may shortly be out of date based on the Government's proposed changes to the way in which this is calculated.
- 3.3 There is an opportunity to make more efficient use of limited resources by ceasing work being undertaken on Local Plan Part 2 and instead triggering a review of the Local Plan as a whole. Taking Part 2 forward would involve considerable staff time and financial resource to take through an examination, in the full knowledge that a review will still be required once Part 2 is adopted.
- 3.4 Work undertaken on Part 2 to date could be carried forward to help inform the process of a review, and those participants in the consultation process would continue to be engaged and kept up to date with any changes in process as set out in the report detail.
- 3.5 Any changes to the Local Plan timetable and nature of the documents being produced must be set out in an updated Local Development Scheme (LDS).

It is a requirement of the Planning and Compulsory Purchase Act 2004 that a planning authority must prepare an LDS. This must be kept up to date, setting out which Local Development Documents (LDDs) the Council will be producing, the subject matter and geographical area which these will cover, and the timetable for their production.

- 3.6 The previous LDS was adopted in April 2016. The updated LDS covers the production of key documents including the proposed Local Plan review. It also sets out revised timescales for the Cannock Town Centre Area Action Plan. The format of this latest LDS has been changed from previous iterations to reflect the streamlined planning system and the legal requirements which apply to this.

4 Relationship to Corporate Priorities

This report supports the Council's Corporate Priorities as follows:-

- 4.1 **Better Jobs and Skills:** Economic Growth is a key strand of the national planning agenda and the local plan and its associated documents ensure that this is reflected locally through planning policy.
- 4.2 **More and better housing:** Housing delivery is at the heart of the Government's growth agenda and the Government is currently revising its planning policies to drive this agenda forward. A reviewed Local Plan will reflect this new policy framework ensuring that the District complies in

delivering its own needs and fulfils its responsibilities along with other local Authorities in helping address a wider shortfall across the West Midlands.

- 4.3 **Cleaner and Safer Environments:** environmental protection and enhancement, including crime reduction through safer design is a key aim of the planning system and this is reflected locally through the Local Plan.
- 4.4 **Better Health Outcomes:** planning policy enables decisions to be made which improve the health of local communities for example policies regarding open space, sport and recreation, provision and protection of community services and facilities and supporting the retention and development of infrastructure (eg cycleways, public transport, health centres etc) which contribute to improved health and wellbeing.
- 4.5 This report is important in achieving the above as it sets out the project plan and corporate mechanisms for overseeing the development and adoption of up to date planning policy.

5 Report Detail

Local Plan

- 5.1 Local Plan Part 1 was adopted in 2014. It contains the strategy for growth and environmental protection in the District to 2028 including the scale, quantum and distribution of development and policies for its delivery as well as incorporating Rugeley Area Action Plan. The Part 1 document was intended to be followed by a Part 2 which would contain site allocations, particular standards for development and safeguarding of land for future development beyond the plan period including the need for a Green Belt review. It also references the need to consider how the issue arising from the housing shortfall across the wider Housing Market Area (relating at the time to Birmingham) might be dealt with. **Appendix 2** contains a schedule of the Part 1 policies which reference the commitments needing to be taken forward in Part 2.
- 5.2 The first stage of consultation for Local Plan Part 2, i.e. the Issues and Options document, was approved by Cabinet on 15 December 2016. Consultation took place between January and March 2017, alongside consultation on the first stage of the Cannock Town Centre Area Action Plan. Following analysis of the extensive representations received, a report on the outcomes of the consultation was reported to Cabinet on August 24 2017: this included preliminary responses to the consultation for further consideration as Part 2 was progressed.
- 5.3 Since then, work on the two Development Plan Documents has slipped from the timetable originally envisaged in the current (2016) Local Development Scheme as highlighted in paragraph 5.15 of the Cabinet report of August 24 2017. The timescale for the production of Local Plan Part 2 has been delayed by around ten months and the Cannock Town Centre Area Action Plan by around eight months overall from those timescales set out in the 2016 LDS. Members should note that the 2016 LDS itself set timescales which were

acknowledged to be ambitious and which depended upon the team operating at full capacity, taking into account the estimates of officer time being spent specifically upon developing the Local Plan.

- 5.4 The workload of the planning policy team has changed considerably in recent months. This has included new work areas introduced by Government including the statutory requirement to produce and maintain a Brownfield Land register, increasing levels of work (including significant levels of requests for data) relating to the Greater Birmingham Housing Market Area, the West Midlands Combined Authority and a range of other organisations and partnerships delivering growth and investment. This work has had to be prioritised due to a series of legal obligations and set deadlines beyond the team's control.
- 5.5 Furthermore, in addition to the new areas of work mentioned above, other existing commitments have had to be prioritised. Work on the Rugeley Power Station Supplementary Planning Document (SPD) has been a corporate priority, aligned to joint working with Lichfield District Council. The management and monitoring of the Community Infrastructure Levy is complex and resource-intensive and takes up significant officer time. Neighbourhood Plans are an increasing work area: the Council has several legal duties to fulfil in supporting communities who wish to prepare these plans, and because of these duties the process is reactive and resource-intensive.
- 5.6 The team is also involved in several other work areas. Some of these relate to engagement with other stakeholders on work which is directly relevant to Local Plan preparation (for example transport, conservation, sport, recreation and environmental evidence base information). Some, such as the involvement with the Cannock Chase Area of Outstanding Natural Beauty (AONB) falls to the team rather more as a result of historic legacy but is still a corporate priority due to the governance arrangements for the AONB partnership and this can take up substantial amounts of officer time.
- 5.7 As part of its recognition of the increasing workload of planning policy teams, the Government has provided 'new burdens' funding for a fixed three year period. This funding has enabled a new full time fixed-term post to be created in the team, instead of the previous (vacant) part time technical assistant role. This role will provide essential support to the team moving forward.
- 5.8 In recognition of the changing context of planning policy, with associated work streams and requirements, there is now an opportunity to reconsider priorities in plan making to ensure that the limited resources available to the team are used to best effect. Having considered the representations to the Issues and Options consultation, Local Plan Part 2 will need to be very constrained in what it can actually deal with. Primarily, the main focus will be upon site allocations within the urban areas to deliver the requirements set out in Local Plan Part 1. Many of the largest housing sites already have planning permission in any case (or are in the process of applying for planning permission), although they have not all yet started on site.

- 5.9 The Council had previously agreed, through Local Plan Part 2, to test whether it might be able to accommodate further growth at this stage to help address some of the housing shortfall arising from the wider GBHMA. However, it is clear from the representations that further evidence will have to be commissioned to inform this, which will take time to prepare and which will potentially have more strategic implications than would be appropriate for the scope of a Part 2 plan. Examples of such evidence include the impacts of further growth on the highway network and impacts on the Cannock Chase Special Area of Conservation (SAC) and how these might be mitigated for. It is becoming clear that such issues can only be dealt with by a more strategic review of the Local Plan. Additionally, it would be beneficial if further detailed technical information was available regarding the redevelopment of Rugeley Power Station and what it can deliver in practice for this district, and this is not the case at present.
- 5.10 Furthermore, the national planning context is changing. The Government has just finished consulting on Planning for the Right Homes in the Right Places (following its White Paper 'Fixing our Broken Housing Market') which, amongst other matters, anticipates changes to the National Planning Policy Framework and the introduction of a standardised methodology for calculating housing need in an area. Local Plan Part 1 sets the current requirement (5,300 homes to 2028 with a further 500 being delivered in Lichfield District) but it is highly likely this figure will change and the Government has outlined that a Local Planning Authority will have to revert to the standardised figure where there is no Local Plan, or the Local Plan is considered out of date (more than five years old). In any case, the Government has announced that it will be bringing new regulations into force on 6 April 2018 which will set a new requirement on councils to review their Local Plans and statements of Community Involvement every five years. Local Plan Part 1 was adopted in June 2014 and therefore will be out of date in 2019, so work on Part 2 would be delivering the detail of an out of date plan.
- 5.11 The more localised context is changing too. As members will already be aware from previous reports, work has been ongoing across the GBHMA to address the issue of the housing shortfall which arises mainly, but not exclusively, from Birmingham (some arises directly from this district). A report was jointly commissioned by the fourteen local authorities across the wider GBHMA to define Areas of Search for strategic development to indicate where further growth might be appropriate having taken into account considerations relating to Green Belt, landscape, non Green Belt areas, infrastructure and delivery issues. This report is in the final stages of completion and should be publicly available early 2018. Its findings will need to be taken forward, under the Duty to Co-operate, through the Local Plan Reviews of all of the Local Authorities involved, including this Council.
- 5.12 It is therefore debatable as to whether the Council should continue to prioritise progression of the Part 2 plan any further knowing full well that a review will certainly be necessary to address a range of strategic issues which will not be appropriate to deal with via an allocations plan, which in any case is limited by the original scope of Part 1, a plan which as explained previously will soon be out of date. Part 2, despite its necessarily limited scope, will require

significant resources in terms of both staff time and budget (it is estimated that to take a Part 2 Plan through examination with the Planning Inspectorate would cost at least £45,000 based on examples from elsewhere). These resources could be diverted into progressing a review and bringing the evidence base up to date to inform this (much of the evidence is now either out of date or soon will be, and will need refreshing).

- 5.13 There will be a number of consequences from a change of direction however. Much work has been undertaken to date in progressing Local Plan Part 2. This has included some updates to evidence and also the Sustainability Appraisal commission. Furthermore there has been a high level of public engagement in the process and as a result there are high levels of expectation in terms of awaiting feedback on the next stages of the plan (although it was always made clear that a review would be required on completion of Part 2). Appendix 2 sets out the issues which Part 1 committed to address in Part 2 and provides an update on these. Whilst some matters have already been addressed, there are some outstanding issues such as an emerging shortfall in employment land and difficulties in addressing Gypsy, Traveller and Travelling Showpeople provision and these will need to be picked up within the scope for a Local Plan review.
- 5.14 Work undertaken on Part 2 so far will not be wasted, as it can be utilised to inform the process of a Local Plan review including consideration of the comments received during the last consultation. In order to keep all those who made comments informed, the Planning Policy team will ensure that this change in direction is publicised and explained through a range of channels to be discussed with the Council's Communications team. This will include writing to all bodies on the Local Plan consultation base who will be notified to explain what the next steps will be and how they can participate (or opt out should they so wish).
- 5.15 Following this, there will be a new round of consultation under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012. This will be to notify the specified consultation bodies, residents and businesses of the new proposed plan. The team will explain how comments made previously will still be taken into account, but the consultation will also focus on what the new scope of the plan should be as this will need to be much wider than the limited scope of Local Plan Part 2. This new 'Issues and Options' stage will require a lot of preparatory work but will contain opportunities for options and ideas to be put forward which were beyond the scope of the last consultation. The new Local Development Scheme (**Appendix 1**) sets out the timescale for this.
- 5.16 As mentioned earlier, Local Plan Part 1 contains a number of commitments which were to be delivered by Part 2 (**see schedule at Appendix 2**). The new Local Plan process will need to ensure that these issues are considered in taking the scope of the plan forward.
- 5.17 The emerging Area Action Plan for Cannock Town Centre will function as an independent document. The Issues and Options stage for this was consulted on early 2017 and the programme has slipped due to the ongoing preparation

of further evidence and pressures on the team as outlined earlier in this report. A revised timetable for production of the AAP is included in the updated Local Development Scheme at **Appendix 1**.

- 5.18 It should be noted that the adopted Local Plan Part 1 incorporates the Rugeley Area Action Plan although this is a separately contained part of the published document. A review of the Local Plan as a whole would therefore require consideration of the Rugeley AAP: potentially it could be saved in its current form forming part of a new Local Plan, or the opportunity could be taken to review and update it as part of the process. This would be consulted on as part of the scope of the Local Plan review.

Local Development Scheme

- 5.19 Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires that the local planning authority must prepare and maintain an up to date Local Development Scheme (LDS) which sets out the Local Development Documents it intends to prepare, which of these will be Development Plan Documents, and the timetable for their preparation and revision.
- 5.20 The LDS needs to set out clearly the time period it will cover. The new LDS will come into effect at the date of its adoption i.e. resolution by Council on 21 February 2018 and from that date covers a period of three years.
- 5.21 In compliance with Section 111 of the Localism Act 2011, the revised LDS also needs to set out amendments to the scheme. The previous LDS, which covered the time period from April 2016 to the present time, can be viewed on the Council's website at www.cannockchasedc.gov.uk/planningpolicy. The following paragraphs set out where the changes to the previous scheme are, and therefore what has since changed and the reasons for this.
- 5.22 The document has been updated to reflect what is legally required of a Local Development Scheme. It has therefore been streamlined to set out the project plan specifically for the Development Plan Documents which are being produced by the District Council i.e. the Local Plan and the Cannock Town Centre Area Action Plan. It no longer contains detailed information about other workstreams such as supplementary planning documents as these are not a legal requirement of the LDS and this information is already provided on the planning policy web pages of the Council's website.
- 5.23 The LDS now sets out the ceasing of work being undertaken on Local Plan Part 2 and adds in the new Local Plan review timetable. It revises the timetable for the Cannock Town Centre Area Action Plan.
- 5.24 The LDS also amends the previous version by providing an updated position of the current staffing situation and revised details as to what proportion of staff time is now being spent on the Local Plan as opposed to other areas of work being undertaken by the team in the light of diminished resources across the Council. It assumes full capacity of the team. It should also be noted that, in planning for revised timescales, care has been taken to factor in the long lead in times in relation to the Committee cycle as, where a Council decision

is required, documents have to be completed around three months in advance of the date of the Council meeting. It has an updated section on risk management and on monitoring.

- 5.25 As set out in the financial section in this report, budgetary provision has been made up to 2017/18 and savings made as a result of not progressing Local Plan Part 2 will be rolled forward to undertake the initial stages of progressing a review. A budget of £250,000 is requested over four financial years to enable the review to be undertaken including updates to the evidence base and production and examination costs. This figure would incorporate underspend resulting from the 2017/2018 financial year.

6 Implications

6.1 Financial

In previous years budgetary provision of £100,000 was made for the 3 years 2015-16 to 2017-18; and there is at present an estimated underspend of £86,810 forecast up to the end of 2017-18 based on current spend and commitments. However this may increase by not progressing Local Plan Part 2 as referred to in para 5.25.

A total budget of £250,000 is requested over the next four financial years, of which the estimated underspend of £86,810 will form part.

Additional budgetary provision of £180,000 over the next three financial years is therefore requested to enable a Local Plan review to be triggered and provision has been included in the Draft Revenue Budget included elsewhere on the Agenda, the intention being to fund the aforementioned balance from reserves.

A review of the ongoing cost of meeting Local Plan requirements thereafter is to be undertaken.

6.2 Legal

Legal implications are set out throughout the report

6.3 Human Resources

Delivering the Development Plan to the ambitious timescales set out in the report is based upon an assumption of full staffing levels, the policy context (regionally and nationally) as it currently stands, and distribution of the workload (expressed as a percentage of each officer's time) being a minimum focus upon working specifically upon the development plan itself, primarily the Local Plan and the Cannock Area Action Plan.

6.4 Section 17 (Crime Prevention)

There are no Crime Prevention implications specifically in the report although the Development Plan itself contributes to crime prevention and the reduction of crime.

6.5 Human Rights Act

The extensive consultation procedures provided for by the Planning & Compulsory Purchase Act 2004 cover human rights matters in terms of the Development Plan.

6.6 Data Protection

No issues arising directly as a result of this report. However when work on Local Plan Part 2 ceases, everyone on the Planning Policy database will be written to, to ensure that they wish to remain as consultees and to ensure that the requirements of the General Data Protection Regulation (GDPR) are met when it comes into force in May 2018.

6.7 Risk Management

Even though there is a chance this revised LDS may again need to be revised given expected changes to national planning policy (the details of which have not yet been confirmed) not updating the LDS would mean the Council is not complying with the requirements of the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011, therefore it is important that this version is brought into effect as soon as possible. Members' attention is also drawn to paragraph 6.3 which sets out the assumptions made in terms of staffing levels and resourcing. Members are also asked to note the implications for changing to a Local Plan review as set out in the main body of the report.

6.8 Equality & Diversity

No issues specifically arising from this report, however the Development Plan itself is subject to Equality Impact Assessment.

6.9 Best Value

The report sets out an alternative course of action to progressing Local Plan Part 2 to maximise efficient use of limited resources.

7 Appendices to the Report

Appendix 1	Local Development Scheme 2017 – 2020
Appendix 2	Schedule of Local plan Part Policies which reference Local Plan Part 2

Previous Consideration

Local Development Scheme	Cabinet	24 March 2016
Local Plan Part 2	Cabinet	Various

Background Papers

Local Development Scheme 2016 and previous iterations can all be viewed at www.cannockchasedc.gov.uk/planningpolicy

Planning and Compulsory Purchase Act 2004

Localism Act 2011

Local Plan Part 1 (adopted June 2014)

Local Plan Part 2 Issues and Options consultation document 2017

APPENDIX 1

Cannock Chase Council
Local Development Scheme
February 2018

Local Development Scheme February 21st 2018

1. INTRODUCTION

- 1.1 The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires Cannock Chase Council to prepare, maintain and publish a Local Development Scheme (LDS) for the District. The LDS provides relevant stakeholders including organisations with the Council's project plan for the preparation of the new Local Plan. This LDS updates the previous LDS published in April 2016.
- 1.2 This LDS reflects the progress made in preparing Local Plan documents. It provides information on the future Development Plan Documents that the Council intends to produce and the timetable for their production.
- 1.3 The LDS will be published and kept up to date on the Council's website: www.cannockchasedc.gov.uk/planningpolicy

2. KEY CHANGES TO THE PLANNING SYSTEM

- 2.1 The Localism Act (2011) changed and reformed the planning system to reflect the localism agenda. One of the key provisions in the Act is the preparation of Neighbourhood Plans. Neighbourhood Plans give local people the opportunity to decide the future of the places where they live and work with a focus on guiding and positively informing development rather than stopping it. Neighbourhood Plans need to conform to planning policies and guidance at a local, national and European level and meet the Neighbourhood Planning regulations. There is no statutory duty for communities to prepare Neighbourhood Plans, only a right to do so if they wish. Cannock Chase Council has 2 designated Neighbourhood Plan Areas as at November 2017 and other parishes are considering designation. The designated areas are the parishes of Brereton and Ravenhill, and Hednesford. The most up to date information can be seen on the Council's web pages at www.cannockchasedc.gov.uk/planningpolicy
- 2.2 Upon being made (adopted), a Neighbourhood Plan will become a statutory plan carrying equal weight to the Local Plan¹ and be part of the suite of documents that guide development. This will mean that it will be used in making decisions on planning applications by Cannock Chase Council.

¹ Neighbourhood Plans have statutory weight and considered to be part of the Development Plan but are not classified as DPDs.

- 2.3 The Localism Act does not change the basic plan making structure which remains intact with local plans continuing to be at the heart of the planning system. The form and content of each plan will be shaped to a large degree by the National Planning Policy Framework (NPPF).
- 2.4 The NPPF was published on 27 March 2012 and came into immediate effect. It replaces previous national guidance in the form of Planning Policy Statements (PPSs), Planning Policy Guidance Notes (PPGs) and various planning circulars. The NPPF confirms that the planning system continues to be 'plan-led' which means that planning applications have to be determined in accordance with the Development Plan unless material considerations indicate otherwise. The NPPF also confirms that the policies in emerging plans will gather more weight as development plans progress towards adoption. Further changes are anticipated to the NPPF as a result of ongoing Government reform.
- 2.5 The revocation of the regional strategy for the West Midlands and the Staffordshire and Stoke-on-Trent Structure Plan came into effect on the 20 May 2013. These documents are no longer taken into account for decision taking purposes.
- 2.6 On publication of this LDS on 21st February 2018, the Development Plan comprises:
- The Waste Local Plan for Staffordshire and Stoke-on-Trent (2010 - 2026), adopted by Staffordshire County Council and Stoke-on-Trent City Council on 22nd March 2013
 - The Minerals Local Plan for Staffordshire (2015 - 2030), adopted by Staffordshire County Council on the 16th February 2017.
 - Local Plan Part 1 (Core Strategy and Rugeley Town Centre Area Action Plan) adopted by Cannock Chase Council 11th June 2014.

3. THE NEW LOCAL PLAN

- 3.1 New planning legislation introduced through the Planning and Compulsory Purchase Act 2004 required all local planning authorities to produce a new style of Local Plan, called a Local Development Framework (LDF). In 2011, following the introduction of the Localism Act, planning reforms deemed that the term Local Plan would replace the Local Development Framework. Consequently any former references to Local Development Framework (LDF) will be referred to as the Local Plan.

3.2 There is still a requirement to produce a portfolio of documents that either supports Local Plan preparation or are used in the determination of planning applications. In addition to the Local Development Scheme, the portfolio of documents includes the following²:

Type of document	Decision Taking	Support plan preparation	Mandatory
Development Plan Documents (DPDs) incl. Area Action Plans (AAPs)	✓		✓
Supplementary Planning Documents (SPD)	✓		
Statement of Community Involvement (SCI)		✓	✓
Local Authority Monitoring Report (AMR)		✓	✓

3.3 The NPPF states that Local Plans are key to delivering sustainable development and that local authorities should produce a Local Plan for their area. The Local Plan can then be reviewed in whole or in part to respond flexibly to changing circumstances. This LDS is the Council's commitment to the preparation of a new Local Plan (a local Plan Review) which will replace Local Plan Part 1 when adopted and will also cover the more detailed elements which would have been contained in Local Plan Part 2 the work on this now having ceased³. The LDS also sets out the details relating to the production of the Cannock Town Centre Area Action Plan.

3.4 Legislation⁴ clarifies that the term Local Plan applies to DPDs only. The Local Plan is therefore the collection of DPDs which may be one document or it may be several.

3.5 Supplementary Planning Documents (SPDs) are not part of the Local Plan, nor are they considered to be development plan documents as they supplement adopted policy. Therefore, information on their production is not set out within the LDS. Instead, such information can be found on the Council's website. A programme for the development of new SPD's will emerge as the new Local Plan evolves.

² A glossary of terms is provided in Appendix E of this document.

³ Council, 21st February 2018

⁴ The Town and County Planning (Local Development) (England) Regulations 2012.

4. LOCAL PLAN TIMETABLE

New Local Plan (Local Plan review)

Adoption Target 2021: A full timetable for the production of the Local Plan can be seen in Figure 1.

Coverage: Cannock Chase District (Map at Appendix A)

Conformity: The document will be produced in conformity with the NPPF.

Scope: The new Local Plan will replace the adopted Local Plan Part 1 and previously intended Local Plan Part 2, will set the context for delivering growth, set out and describe a spatial strategy, present strategic and detailed planning policies to manage change, will allocate and safeguard land for different types of development and establish a monitoring framework.

Figure 1: Local Plan Preparation Timetable

Document	Preparation Stage	LDS Target Date
New Local Plan	Commencement of work including evidence base updating	February 2018
	Regulation 18 Scoping and Issues Consultation	June / July 2018
	Issues & Options consultation	February 2019
	Preferred Option Consultation (non statutory stage)	October 2019
	Pre-Submission (Regulation 19) consultation	July 2020
	Submission	December 2020
	Examination in Public	March 2021
	Adoption	September 2021

Cannock Town Centre Area Action Plan (AAP)

Adoption Target 2019: A full timetable for the production of the AAP can be seen in Figure 2.

Coverage: Cannock Town Centre (Map at Appendix B)

Conformity: The document will be produced in conformity with the NPPF and with the adopted Local Plan Part 1.

Scope: The Cannock Town Centre Area Action Plan (AAP) will provide a framework for the regeneration of Cannock Town Centre.

Figure 2: Cannock Town Centre Area Action Plan Preparation Timetable

Document	Preparation Stage	LDS Target Date
Cannock Town Centre Area Action Plan (AAP)	Issues & Options (Regulation 18) consultation	March 2017 (Completed)
	Preferred Option Consultation (non statutory stage)	June 2018
	Pre-Submission (Regulation 19) consultation	November 2018
	Submission	February 2019
	Examination in Public	May 2019
	Adoption	October 2019

4.1 Setting out a future timetable is not straight forward. For example the time it takes to move from Pre-Submission to Submission depends upon the level and complexity of objections, and therefore the length of time it will take to process them, which cannot be quantified until after the plan has been consulted upon. At the point of Submission of the plan to the Secretary of State the plan timetable is in the hands of the Planning Inspectorate and will depend upon on a range of factors which are outside of the control of the local authority. These factors include the need for a pre-hearing meeting, the availability of an inspector to examine the plan and the length and complexity of the hearing process. Furthermore, the Government is proposing changes to the planning system so there is even uncertainty from the outset as the scope of the initial Regulation 18 consultation will need to be considered in the light of the emerging changes and any evidence base requirements which might stem from these. Time has been factored in with the best possible information available at the present time to enable these changes to be considered but it needs to be acknowledged that changes may need to be made to the timetable again depending on what transpires.

4.2 Appendix C sets out a risk register which identifies risks to the delivery of the Local Plan. These risks will be kept under review to ensure that risks are addressed quickly if they arise.

4.3 Appendix D sets out the resources in relation to Local Plan production.

4.4 Missed milestones from the previously published LDS in 2016 have been due to various factors including:

- New requirements for the team to address including the new Brownfield Land Register and additional workload stemming – for example – from the Greater Birmingham Housing Market Area and West Midlands Combined Authority.
- New work at the more local level including that relating to the recently closed Rugeley Power Station.

- The team previously not operating at full capacity due to long term sickness absence and more latterly a vacant technical officer post which has recently been filled (and increased from part time to full time).
- Increasing workload in relation to Neighbourhood Plans

5. PROGRESS REPORTING

5.1 The Council produces the Authorities Monitoring Report (AMR) each year, covering the 'monitoring year' (of the preceding April-March period). The AMR sets out the list of documents that are included within the LDS, their timetable for preparation, the stage they are currently at, and if they are behind schedule the reasons for this. This is published on the website.

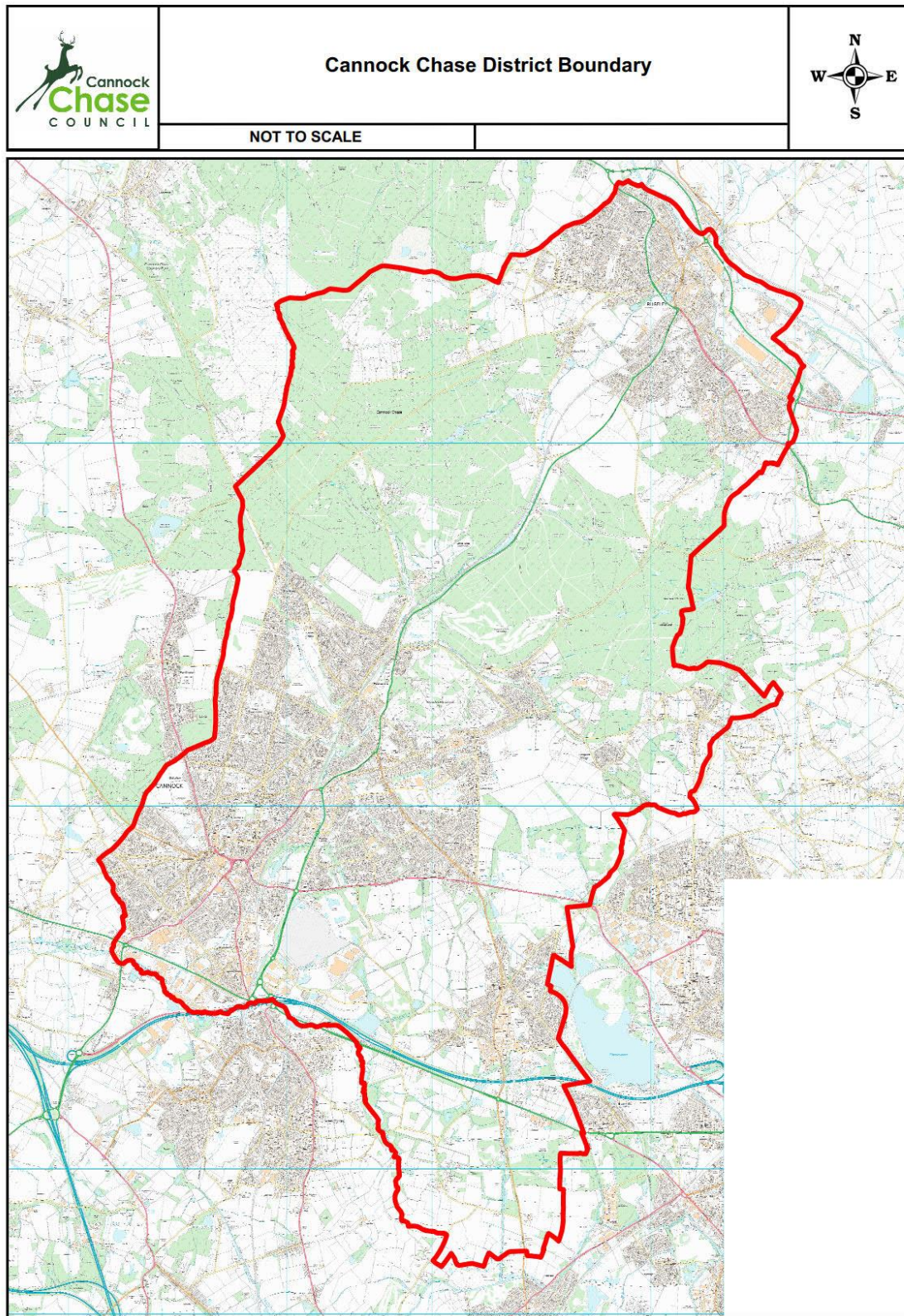
6. REVIEW OF THE LOCAL DEVELOPMENT SCHEME

6.1 The Planning and Compulsory Purchase Act 2004 (as amended) states that local authorities can revise their LDS at such times as they consider appropriate. The Council's website will be updated to set out if the LDS has been subject to further revision. A new LDS must be approved by Council.

6.2 In terms of changes to the previous LDS, the details can be seen at www.cannockchasedc.gov.uk/planningpolicy The LDS page also provides a link to the relevant Cabinet Report (Cabinet 25th January 2018 and Council 21st February 2018). The scheme has been amended to reflect what is legally required of a LDS, and streamlined accordingly to set out the project plan for the Development Plan Documents which are being produced by the District Council ie the Local Plan and the Cannock Town Centre Area Action Plan. The previous LDS incorporated Local Plan Part 2 which has now been withdrawn. It also included SPDs but these have been omitted from this updated version as there is no legal requirement to include them, and all relevant information can be found on the Planning Policy web page.

APPENDIX A

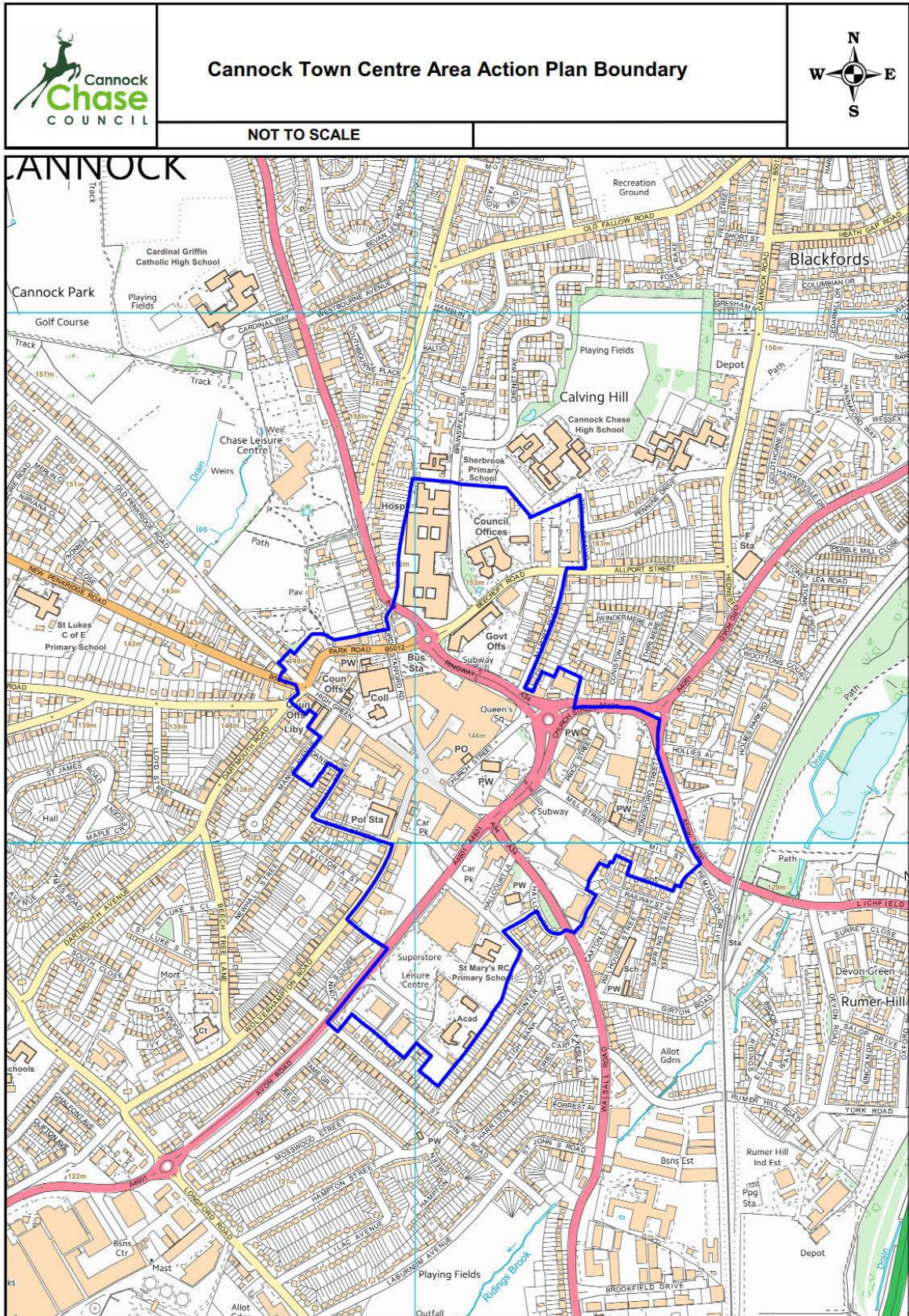
AREA COVERED BY THE NEW LOCAL PLAN



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APPENDIX B

AREA COVERED BY THE CANNOCK TOWN CENTRE AREA ACTION PLAN



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APPENDIX C: RISK

The Council has produced a business plan approach to service delivery and identifies some of the key risks directly related to the development plan preparation process. These include officer time and financial implications. Subsequent paragraphs identify key risks to the Development Plan process, those in **RED** being high risk and those in **BLUE** considered moderate.

- **STAFFING AND RESOURCES** - One of the most important factors in the production of the Development Plan is that of staffing. The timescales for preparation identified are based on an assumption of full staffing. Furthermore, consultants are relied upon for production of the evidence base where specialist expertise is needed and the plan is dependent upon consultants meeting required deadlines. It is important to use resources effectively and efficiently, having clear priorities which are supported corporately.
- **THE POLITICAL PROCESS** - The active involvement of Members is important to the successful progression of the Development Plan. A cross party Local Plan Working Group works jointly with officers to help progress the Local Plan through its various stages and helps to ensure early understanding of and buy-in to the plan along with helping to anticipate some of the challenges which might occur and where possible to mitigate accordingly.
- **DUTY TO CO OPERATE** – with the increasing emphasis on partnership working across wider housing market areas to deliver a cumulative shortfall, many different local authorities with different political balances are having to work together to address strategic issues in the absence of a higher tier of planning (ie the former ‘region’). This has proven complex and whilst the Government is seeking solutions this matter has not yet been resolved. To mitigate for this the Council needs to be proactive and engage positively in cross boundary discussions and actions.
- **NATIONAL POLICY CHANGE** – The Government has indicated further changes to the national planning system and depending on the extent of these changes this may require further revision to the timetable should further evidence etc be required.
- **PLANNING INSPECTORATE** – The timetabling and requirements of the planning inspectorate are beyond the Council’s control and the Council will have to be reactive once the plan is submitted for examination.
- **ASSESSMENT OF ‘SOUNDNESS’ OF DPDs** - As the ‘soundness of the plan’, will be tested at Examination, the Council will seek to have a ‘health check’ of its plan at appropriate stages.
- **LEGAL CHALLENGE** - Every effort will be made to minimise the risk of Legal Challenge by ensuring robust community involvement throughout the process, through compliance with the regulations, the Statement of Community

Involvement and ensuring the “soundness” of the DPDs. However, any challenge through the High Courts or Judicial Review could affect the defined timescales.

APPENDIX D: RESOURCES

The Departmental Structure involving officers' time in the production of the Development Plan (including SPDs, monitoring, evidence base) is approximately as follows:-

Officers	Full / Part time	% time spent on the Local Plan
Planning and Economic Development Services Manager	Part time 3 days per week	15% pro rata
Planning Policy Manager	Full time	70%
Principal Planning Officer	Part time 4 days per week	70% pro rata
Principal Planning Officer	Part time 4 days a week but 2 days of this are as conservation officer	40% pro rata (due to conservation role)
Planning Officer (Transport)	Part time 2 days per week	10% pro rata
Planning Assistant	Full time	80%
Technical Assistant	Full time – newly filled post	60%

APPENDIX E: Glossary

Term	Acronym	Definition
Adoption		The final stage in the preparation of a planning document.
Area Action Plan	AAP	A Development Plan Document (DPD) that may be used by the local planning authority to provide a planning framework for areas of significant change or conservation. Intended to deal with specific areas and specific requirements.
AuthoritiesMonitoring Report	AMR	A required report undertaken by a local planning authority that reports on the implementation of the Local Plan and to what extent and effectiveness policies are being achieved.
Development Plan Document	DPD	A term used to describe the statutory components of the Local Plan.
Local Development Scheme	LDS	A public project plan identifying which documents will be produced within the Local Plan, in what order and when.
Local Plan		A term used to describe either a single DPD or a collection of DPD's which together comprise the Local Plan.
National Planning Policy Framework	NPPF	Published in 2012 this document streamlines national guidance into one document.
Statement of Community Involvement	SCI	A document setting out how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Plan and development management.
Supplementary Planning Document	SPD	A Supplementary Planning Document can give further guidance on specific policy topic areas such as affordable housing provision, that have been identified in policies embedded within DPD's or give detailed guidance on the development of specific sites in the form of a master plan framework plan or development brief. SPD's are not part of the statutory plan but are a material consideration.

APPENDIX 2

Local Plan Part 1 Commitments

The extracts and summary table below detail commitments made in the Local Plan Part 1 to be addressed via a Local Plan Part 2. Note- the Local Plan Part 1 does also refer to the potential need for Supplementary Planning Documents or a Local Plan review to consider some of these issues too.

Extract from Local Plan Part 1 Preface:

Local Plan Part 2 will identify site specific allocations as well as the various standards to be applied in order to help deliver the strategic policy. Part 2 will also help address Birmingham’s housing needs should this be necessary following further evidence gathering, either by identifying further capacity within the plan period or safeguarding land for development beyond the plan period. In addition, Part 2 will safeguard sites for potential development beyond the plan period to help meet future District needs. Part 2 will be informed by a review of the Green Belt to be undertaken in full consultation with stakeholders. Should any further Area Action Plan be considered appropriate for the District this will also be undertaken within Part 2. Local Plan policy will also be elaborated, where justified, by Supplementary Planning Documents (SPD).

Extract from Local Plan Part 1 Background:



Local Plan Part 1 Objective/Policy	Commitment	Notes (where applicable)
CP2 Developer Contributions for Infrastructure	Site specific standards for infrastructure provision	Can be updated through a Local Plan Review or updated Developer Contributions SPD
Objective 2/CP5 Social Inclusion and Healthy Living	Update of the Green Space Network and consideration of specific allocations including Cannock Stadium and other leisure, recreation and community uses. Site level policy on standards/ requirements for open space, sport and recreation.	<p>Partly addressed via Developer Contributions and Housing Choices SPD (2015) which includes open space standards and via Infrastructure Delivery Plan/Regulation 123 list which sets out key infrastructure requirements including sport and recreation projects</p> <p>Allocations would be covered in a Local Plan review.</p>
CP6 Housing land	To provide residential development site allocations and to address longer term needs/safeguarding (of Green Belt land). Specific consideration of boundary of existing safeguarded land (East of Wimblebury Road).	<p>Majority of largest residential sites already benefit from planning consent/are under construction or are in the process of applying for planning permission</p> <p>Allocations and safeguarding would be included in a Local Plan Review</p>
CP7 Housing Choice	Allocation of gypsy, traveller and travelling showpeople sites including consideration of Green Belt land.	<p>Potential shortfall in site options available for allocation identified in Local Plan Part 2 consultation -this issue may not necessarily be resolved fully via any further work on Local Plan Part 2.</p> <p>Would need to be included as part of a Local Plan review.</p>

Local Plan Part 1 Objective/Policy	Commitment	Notes (where applicable)
CP8 Employment Land	To provide employment development site allocations and to address longer term needs/safeguarding (of Green Belt land- specifically at Kingswood Lakeside where rate of take up of land here identifies need). Guidance for redevelopment of existing employment sites in the Green Belt	Guidance for redevelopment of existing employment sites in the Green Belt addressed via Design SPD (2016). Majority of largest employment sites already benefit from planning consent/are under construction. Local Plan Part 2 identified shortfall in employment land supply (recently arising due to use of Mill Green for retail, not B class employment) and Kingswood Lakeside likely to be built out in short term. However, shortfall relatively modest at this stage (3ha) and further urban sites may come forward via planning applications. Potential contribution of Rugeley Power Station also uncertain. Issues would be better considered via a Local Plan Review as have strategic implications.
CP9 A Balanced Economy	To consider potential site allocations for leisure/recreation development schemes, including the Hatherton Canal route for safeguarding.	To include in the scope for a Local Plan review
CP10 Sustainable Transport	Consider updated parking standards	Now considered appropriate to be included in updated Design SPD
CP11 Centres Hierarchy	To consider strategy for Cannock Town Centre further via Area Action Plan or Supplementary Planning Document.	Cannock Town Centre Area Action Plan being progressed separately

Local Plan Part 1 Objective/Policy	Commitment	Notes (where applicable)
CP12 Biodiversity and Geodiversity	Site specific implementation measures for biodiversity and geodiversity	Partly addressed via Design SPD (2016)- contains guidance on biodiversity. Other matters could be covered by a Local Plan review
Objective 7/CP14 Landscape Character and Cannock Chase AONB	Consideration of Local Green Space designation at Rawnsley Road and other green infrastructure standards/site specific requirements	Partly addressed via Design SPD (2016)- contains guidance on landscape and green infrastructure. Other matters could be covered by a Local Plan review
Objective 8 (links primarily to Policy CP16 Climate Change and Sustainable Resource Use)	Need to keep under review site specific policy for Rugeley Power Station (in previous context as power generating source, prior to announcement of closure)	Context changed- now being considered for alternative redevelopment. Appropriate to consider through a Local Plan review