

CAB 2429 (LDF)
FOR DECISION
WARD(S): ALL

CABINET (LOCAL DEVELOPMENT FRAMEWORK) COMMITTEE

17 DECEMBER 2012

LOCAL PLAN PART 2 LAUNCH AND NEXT STEPS

REPORT OF HEAD OF STRATEGIC PLANNING

Contact Officer: Jenny Nell Tel No: 01962 848278 jnell@winchester.gov.uk

RECENT REFERENCES:

[CAB 2376](#) Revised Local Development Scheme 2012 –Cabinet (LDF) Committee -
5 September 2012

EXECUTIVE SUMMARY:

The Council's approved Local Development Scheme sets out a clear timeframe for the preparation and production of Local Plan Part 2, which includes commencement late 2012, Publication June 2014 and Submission September 2014, with anticipated adoption by May 2015.

Initial briefings have already been held with both Members and Parish Councils. This report provides more details as to the work to be undertaken in the next few months.

RECOMMENDATION:

- 1 That the process and timescales for the preparation of Local Plan Part 2 be noted.
- 2 That in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012, those organisations specified under the above regulation be notified of the Council's intention to commence the preparation of Local Plan Part 2 – Development Management and Site Allocations.

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DETAIL:

1. Introduction

- 1.1 At its meeting on 5 September 2012, Members received a report (CAB(2376) LDF) setting out the revised timescale for the preparation and production of Local Plan Part 2 - Development Management and Allocations DPD. The purpose of Local Plan Part 2 will be to include detailed development management policies, in addition to allocating smaller sites for a range of uses across the District.
- 1.2 That report also made it clear that given the South Downs National Park Authority will produce a National Park Plan in due course, Local Plan Part 2 will exclude that part of the District that now lies in the National Park.
- 1.3 Local Plan Part 2 is required to be in compliance with both the National Planning Policy Framework and Local Plan Part 1. Local Plan Part 1 has now reached a key stage, with its examination having been held in October/November and the Inspector's report anticipated by the end of January 2013.
- 1.4 This report therefore sets out the processes and liaison procedures which will need to be followed for the preparation of Local Plan Part 2.

2. Progress to Date

- 2.1 Member and Parish Council briefing sessions were held on 18 September and 10 October 2012 respectively. These sessions were specifically set up to explain both the process and relationship of Local Plan Part 2 with Part 1 and the geographical coverage of the Plan, and included a broad timescale. A more participative community engagement approach has been promoted to allow communities to actively feed into Local Plan Part 2, rather than needing to undertake their own neighbourhood plans. This reflects the level of community support for the concept of neighbourhood planning and enables communities with Council guidance to undertake the necessary research and local engagement, to identify the issues and discuss options.
- 2.2 In addition, an officer briefing session has been held with key teams across the Council. It will be necessary for other 'experts' to contribute to the detail of Part 2 with policies covering specific matters e.g landscape and the built environment. The identification of sites for development will also require technical advice from specialists particularly regarding infrastructure matters in terms of site suitability for development.

- 2.3 The preparation of Local Plan Part 1 required the establishment of a comprehensive evidence base, much of which will still be relevant for Part 2 but as it is predominantly expressed at a District level it may be necessary to undertake more locally-focused technical research. This may require the commissioning of experts.
- 2.4 Part 2 will also be required to have a full Sustainability Appraisal/Strategic Environmental Assessment and comply with the Habitats Regulations Assessment. The Council commissioned this work in 2006 as part of a package for the LDF and is in the process of re-assessing the programme and budget allocation with the consultants.
- 2.5 Funds for Part 2 are already included in the LDF budget as part of the expenditure forecast, as set out in CAB 2376(LDF). These funds are also expected to be sufficient to cover any additional expenditure on the SA/SEA/HRA.
- 2.6 During the Member and Parish Council briefings, a number of matters were raised in discussion covering issues such as the need to avoid a policy gap pending adoption of Part 2; role of community plans in Part 2; what matters will be covered by Part 2 and how can those communities who do not have a specific housing requirement under Part 1 be involved. Responses to these matters are covered in the following sections.
- 2.7 As with any other development plan document, LPP2 has to comply with a range of Government guidance such as the National Planning Policy Framework and the Town and Country Planning (Local Planning) (England) Regulations 2012. Regulation 18 requires that the intention to prepare a Plan be notified to a range of bodies and organisations listed in the Regulations. It is therefore intended to undertake this notification procedure following agreement to this report setting out the general content, timescales and liaison mechanisms as detailed below.

3 Timescale and Key Stages

- 3.1 The approved Local Development Scheme suggests that from now until August 2013, the Council will work with Parishes, communities and other organisations to determine more specifically the development needs of larger settlements, following the development parameters established within the relevant policies in Part 1. The focus for these debates will be with those settlements that have a housing target to meet under Policies WT1 and MTRA2. But this exercise is not just about housing: it will also be necessary to determine amounts and locations (if required) of new commercial development, open space etc.
- 3.2 To assist this process and to encourage local communities to undertake the right amount of research and engagement, the Council is in the process of preparing a series of data sheets. Originally, it was thought that some form of template could be issued with a series of questions and links to websites for communities to complete. Draft templates were forwarded to a number of parish councils to seek feedback, and the general comment was that the

templates were too complex and required significant amounts of data interrogation. Consequently, the Council has agreed to update the profiles created for Blueprint where possible and to generate some guidance notes and a site assessment checklist. Given the pending release of further 2011 Census data, it will not be possible to provide more accurate population data until early 2013.

- 3.3 A key message from the Parish Council briefing was that some smaller communities (without a housing target) may wish to actively participate in this process and examine local development opportunities, including the opportunity to reassess their settlement's boundaries. Accordingly, officers are also in the process of producing a settlement boundary assessment sheet, which will ensure that a consistent approach is applied and the results can be defended.
- 3.4 A further matter arising from the briefing sessions was the role of existing community plans and how do these inform Part 2. The Council has always maintained that community plans whether Parish Plans, Vision Statements or Village Design Statements form part of the LDF evidence base. Community plans vary in their content and coverage and are an important source of local evidence particularly in identifying issues which may require a planning response. Therefore, the starting point for any planning process is to scope existing documents and data sources to establish what data exists, how up-to-date it is and its relevance for the task.
- 3.5 Local Plan Part 2 must be in compliance with Part 1, and policies WT1, MTRA1 and MTRA2 are particularly relevant. It will be necessary for communities to examine the individual elements of these policies and determine what these mean in their local community.
- 3.6 Given the existing resources within the Strategic Planning team, the assistance will be focused on the larger settlements with targets to be met. However, the assessment sheets and checklists will be available for all parishes/community groups to use if they wish to. It must be noted, however, that it is not the intention to review the existing settlement boundaries or allocate land for development within any of the settlements named in MTRA3, it will be necessary for Parishes to initiate this and liaise with the Council.
- 3.7 Therefore, the key tasks for the period December 2012 to August 2013 are :-

December 2012		Lead organisation
Formal launch of Local Plan Part 2 w/c 17/12	Regulation 18 Notice to all interested parties	WCC
Commence SA/SEA process	Update existing baseline and plans and programmes review ; assess SA	WCC / consultants

	framework for Part 2	
Book 1 : 1 meetings with Parish Councils of the settlements named in Policy MTRA2	<p>Publish :</p> <p>Local Plan Part 2 Guidance notes</p> <p>Site Assessment Checklist</p> <p>Settlement boundary criteria/guidance</p> <p>Updated Blueprint profiles (if completed)</p>	WCC
Winchester Town	<p>Determine extent of all community groups and community plan coverage.</p> <p>Determine a way forward that will engage with a cross section of representatives</p>	WCC
January 2013	Stage 1 Scoping	
Hold 1:1 meetings with Parish Councils / organisations to set key dates/milestones to be met.	<p>Explain guidance notes and assessment sheets</p> <p>Assess existing plans and strategies to determine their relevance for Part 2, both generally and in relation to specific settlements. (e.g Parish Plans, VDSs, Stanmore Masterplan, etc).</p>	<p>WCC</p> <p>Parish Councils</p> <p>Winchester Town organisations</p>
OUTCOME	<p>Identify any evidence gaps – commission more detailed work if required</p> <p>Identify broad issues that need a planning response</p>	
February – May 2013	Stage 2 Assessment of Development Requirements	
Undertake detailed assessments of the quantum of new development (housing, retail, employment etc) in accordance with Local	Work with larger settlements to determine the levels of development required (within the framework of Local Plan Part 1 policies) through research and community	Parish Councils

Plan Part 1 policies	engagement	WCC
OUTCOME	Have a clear understanding of the issues that need to be addressed Have a robust assessment of the quantum and types of new development required	
May – August 2013	Stage 3 options generation and site identification	
Identify sites required to deliver the quantum/type of development identified in Stage 2 (inc gypsy and traveller provision)	Use SHLAA data to assess potential sites; Consider options for a few large sites or a number of smaller sites Consider mixed use vs single use developments	Parish Councils WCC
Reassess settlement boundaries	Use settlement boundary assessment sheet	Parish Councils WCC
Consider other policy issues that need a local response	Re-examine retail/town centre boundaries; allocation of employment sites, open space, community facilities etc.	Parish Councils WCC
OUTCOME	identify a series of options to include sites and policies for further consultation and appraisal	Parish Councils WCC

- 3.8 Following this period the Council will collate all the work undertaken and prepare an issues and options version of Local Plan Part 2, which will be subject to a full consultation exercise in late 2013.

OTHER CONSIDERATIONS:

4 SUSTAINABLE COMMUNITY STRATEGY AND CHANGE PLANS (RELEVANCE TO):

- 4.1 Local Plan Part 2 will provide more detailed planning policy guidance to help deliver many of the planning related matters identified in both the sustainable

Community Strategy and Change Plans. Part 2 will also provide more certainty to the location of new development for other plans and projects to contribute to across the District.

5 RESOURCE IMPLICATIONS:

- 5.1 The key resources for undertaking work on the LDF have been approved as part of the budget process. Following a budget virement (CAB 2376(LDF) of £71,400 in 2012/13 there are now sufficient funds to cover the cost of completing Local Plan Part 1, CIL and the commencement of Local Plan Part 2.
- 5.2 This will also ensure that sufficient funds are retained in the LDF Reserve to cover the remainder of the project.
- 5.3 Meetings of the Cabinet (LDF) Committee are serviced from within existing resources in the Democratic Services Division.

6 RISK MANAGEMENT ISSUES

- 6.1 Completion of this element of the LDF will provide the Council will a complete up-to-date development plan and provide the necessary detail and certainty in terms of planning policy to ensure that the Council can defend speculative development proposals.

7 BACKGROUND DOCUMENTS:

None.

8 APPENDICES:

None