

Wychavon Local Development Scheme 2016-2019

November 2016 Update

Produced jointly with the
South Worcestershire Councils

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1. What is a Local Development Scheme?

- 1.1 The Local Development Scheme (LDS) is a project management document which sets out the Council's priorities for preparing planning policy documents over the coming three years. It is a requirement of the Planning and Compulsory Purchase Act 2004 (as amended) that each Local Planning Authority should produce an LDS, which must include any Development Plan Documents it intends to publish and a timetable indicating the main milestones of production. The 2004 Act sets out a number of other requirements to be included in an LDS.
- 1.2 Since October 2010, Wychavon District Council has been working with Malvern Hills District Council and Worcester City Council to produce the joint South Worcestershire Development Plan (SWDP) which was adopted in February 2016. Joint working on this strategic document has brought together many other work streams and has also created the need for further joint work in the future. The three South Worcestershire Councils (SWCs) will therefore continue to combine resources on many planning policy matters and have worked collaboratively to prepare the shared elements of this LDS.
- 1.3 The current LDS, published in October 2015, was prepared on the basis of the published SWDP timetable and associated work programmes available at that time. The SWDP has now been adopted. The LDS now needs to be updated to reflect changes to ensure it provides a useful source of information for interested parties and meets the requirements of the aforementioned Act. The intention of this revised LDS is:
 - to report the progress made since the publication of the current LDS;
 - to inform interested parties of the updated timetable for the progression the Community Infrastructure Levy and the Traveller and Travelling Showpeople Site Allocations Development Plan Document ; and
 - to provide a revised schedule for the preparation of Supplementary Planning Documents.
- 1.4 The revised schedule presented in this Update to the Local Development Scheme will come into effect on 1 December 2016, in line with the resolution of the Council's Executive Board at their meeting on 23rd November 2016.
- 1.5 The easiest place to view the 2016 Local Development Scheme is on the Planning Policy pages of the Wychavon District Council website, at: <http://www.wychavon.gov.uk/local-development-scheme>. A printed copy is also available to view from the following Libraries and Contact Centres in Wychavon:

Pershore Community Contact Centre,

Civic Centre, Queen Elizabeth Drive, Pershore WR10 1PT

Pershore Library Church St, Pershore, WR10 1DT

**Evesham Community
Contact Centre,**
Abbey Road, Evesham, WR11
4SB

Evesham Library
Oat St, Evesham,
WR11 4PJ

**Droitwich Spa Community
Contact Centre / Library,**
Droitwich Spa Library, Victoria
Square, Droitwich Spa, WR9
8DQ

Broadway Library
Leamington Road,
Broadway, WR12 7DZ

If you have any questions about the LDS or how to access it, please contact us by:

Email: policy.plans@wychavon.gov.uk

Tel: 01386 565000 and ask for the Planning Policy team

2. Progress to date

Progress since publication of the September 2015 Local Development Scheme

South Worcestershire Development Plan

2.1 The SWDP Inspector's Report was published in January 2016 and the Plan was adopted in February 2016.

Minerals and Waste planning

- 2.2. This is carried out by Worcestershire County Council (WCC). The Worcestershire Waste Core Strategy Development Plan Document was adopted November 2012.
- 2.3. Worcestershire County Council is currently preparing a new Minerals Local Plan for Worcestershire. The document will guide how much and what minerals the County needs to be able to supply, where minerals should be extracted and how sites should be "restored" when minerals working has finished. Once adopted, the Minerals Local Plan will be used to make decisions about planning applications for mineral extraction, processing and restoration in the County.
- 2.4. In Summer 2015 the County Council undertook a further "call for minerals sites" together with a "call for resources and infrastructure that should be safeguarded".
- 2.5. A separate Minerals and Waste Local Development Scheme has been produced by Worcestershire County Council and is available on their website (www.worcestershire.gov.uk/lds). It is anticipated that the Minerals Local Plan will be submitted for examination in Spring/Summer 2017 with eventual adoption anticipated in Summer/Winter 2018.

Neighbourhood Plans

2.6. At the time of reviewing the Local Development Scheme the following status applied across the south Worcestershire area:

Council	Neighbourhood Areas Designated	Neighbourhood Plans which have been through Pre-submission consultation	Submitted Neighbourhood Plans
Malvern Hills District	12	4	0
Worcester City	1 (pending)	0	0
Wychavon District	13	4	3

Supplementary Planning Documents

- 2.7. Due to the delays in preparing the South Worcestershire Development Plan, progress on producing the associated SPDs has also been affected. However, the Developer Contributions SPD was adopted on 20 October 2016 and the Affordable Housing SPD was adopted on 26 October 2016. Both SPDs provide further information and guidance on the strategic policies in the SWDP.

Existing Development Plan for Wychavon

- 2.8. The Council's existing Development Plan currently comprises of:
- South Worcestershire Development Plan (SWDP)
 - Worcestershire Waste Core Strategy Development Plan Document (adopted 2012)
 - Saved Policies from the Hereford and Worcester Minerals Local Plan (adopted 1997)
- These are the documents which provide the planning policies that planning applications should be determined against (unless material considerations indicate otherwise) at the time of reviewing this LDS.

Existing local planning policy framework

- 2.9. The wider planning policy framework for Wychavon consists of the following Supplementary Planning Documents:
- Developer Contributions – October 2016
 - Affordable Housing – October 2016

3. Development Plan Documents

- 3.2. At Wychavon District Council, the Development Plan Documents to be produced over the next three years are:
- Traveller and Travelling Showpeople Site Allocations DPD (Joint with Malvern Hills and Worcester City Councils)
- 3.3. The South Worcestershire Development Plan will be subject to a review in accordance with the timescales set out in the Plan. It is envisaged that a Plan review will commence by the end of 2019. A review could commence before this date if the Plan is significantly failing to deliver its objectives and key policies/proposals. It is also an option for the SWCs to consider taking actions other than a Plan review (such as bringing forward sustainable alternative/additional sites through the Development Management process if a more rapid response is demanded/appropriate.
- 3.4. The following section sets out the content and timetable for producing the above documents. All references to Regulations in this section refer to [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#).

3a South Worcestershire Development Plan

Overview	
Role and content	The plan sets out the Vision, Objectives, Spatial Strategy and policies for the future development of the South Worcestershire area. The second part of the plan includes site specific allocations, policies and policy designations that will provide for the development needs of the area up to 2030.
Status	Development Plan Document
Geographical coverage	The plan covers the administrative areas of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The SWDP was jointly produced by Worcester City Council, Wychavon District Council and Malvern Hills District Council collectively known as the South Worcestershire Councils.
Chain of conformity	National Planning Policy Framework, the National Planning Practice Guidance, Planning policy for Traveller sites, case law and planning legislation

Milestones	
Adoption (Regulation 26)	25 February 2016

3b. Travellers and Travelling Showpeople Site Allocations DPD

Overview	
Role and content	The Travellers and Travelling Showpeople Site Allocations DPD will set out the updated requirement for the number of sites and pitches to be provided to meet the needs of Gypsies, Travellers and Travelling Showpeople in the area over the coming years. It will then allocate sites or extensions to existing sites to meet this requirement
Status	Development Plan Document
Geographical coverage	The plan covers the administrative areas of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The Traveller and Travelling Showpeople DPD is being jointly produced by Worcester City Council, Wychavon District Council and Malvern Hills District Council collectively known as the South Worcestershire Councils.
Chain of conformity	National planning policy for traveller sites, case law and planning legislation

Timetable (Completed Stages are shown in BLUE)	
Commencement	September 2014
Initial consultation (Regulation 18)	March/April 2016 June/July 2017 (repeated to allow for significant changes resulting from updated evidence)
Publication (Regulation 19)	December 2017
Submission (Regulation 22)	March 2018
Independent Examination (Regulation 24)	May 2018 <i>Precise dates of examination hearing sessions will be determined by the Inspector</i>
Receipt of Inspector's Report (Regulation 25)	August 2018
Adoption (Regulation 26)	September 2018

4 Other important planning policy documents

4.1 At Wychavon District Council, a number of other planning policy documents will be produced or refreshed over the next three years. These documents are not part of the statutory Development Plan. These documents are:

- Community Infrastructure Levy Charging Schedule
- Statement of Community Involvement

4.2 The following section sets out the content and timetable for producing the above documents. The regulations governing the production of the Community Infrastructure Charging Schedule are set out in [The Community Infrastructure Levy Regulations 2010](#) (as amended). There are no longer any regulations governing the production stages of the Statement of Community Involvement, but the requirement to prepare one is set out in Section 18 of the [Planning and Compulsory Purchase Act 2004](#) (as amended).

4a. Community Infrastructure Levy Charging Schedule

Overview	
Role and content	The Community Infrastructure Levy (CIL) Charging Schedule will allow a tariff to be applied to qualifying development in Wychavon. This will allow funding to be secured for infrastructure that is needed as a result of development in the area. The tariff will be applied per m ² of additional floorspace. The rate of the tariff will be determined by examining the ability of the development to bear the charge without unduly affecting a development's viability.
Status	Non Development Plan Document
Geographical coverage	The Community Infrastructure Levy will cover the Wychavon District Council administrative area.
Jointly produced	YES. A joint evidence base including a Viability Study has been prepared across the Worcestershire authorities by HDH Planning and Development. This has been prepared and published in various stages since January 2013. The CIL Charging Schedule for Wychavon will also be produced alongside those for Malvern Hills District Council and Worcester City District Council. The intention is that the Charging Schedules will be jointly prepared and examined, but in order to comply with the Regulations, three separate Charging Schedules are required. These will be adopted separately by each of the Councils.
Chain of conformity	South Worcestershire Development Plan, Community Infrastructure Levy Regulations, the National Planning Policy Framework, the National Planning Practice Guidance, Part 11 of the 2008 Planning Act and Part 6 of the Localism Act 2011.

Timetable (Completed Stages are shown in BLUE)	
Commencement	May 2012
Consultation on Preliminary Draft Charging Schedule (PDCS) (Regulation 15)	PDCS – prior to housing numbers uplift: September – October 2013 PDCS - Revised to take account of housing numbers uplift: January – February 2015
Publication of Draft Charging Schedule (Regulation 16)	April 2016
Submission (Regulation 19)	July 2016
Independent Examination	August 2016 <i>Hearing sessions – November 29,30 2016</i>
Receipt of Examiner's Report (Regulation 23)	December 2016
Adoption (Regulation 25)	February 2017
Levy takes effect (Regulation 28)	1 st April 2017

4b. Statement of Community Involvement

Overview	
Role and content	Wychavon District Council's latest Statement of Community Involvement (SCI) was adopted in October 2014. It sets out how the Council will consult on planning matters including the preparation of planning policy and the determination of planning applications. The Neighbourhood Planning Bill includes provisions relating to SCIs and as a result it is likely that the SWCs will need to update their SCI within one year of the Bill being enacted.
Status	Non Development Plan Document – Local Development Document
Geographical coverage	The SCI covers the Wychavon District Council administrative area. It is consistent with those of Worcester City and Malvern Hills District councils.
Jointly produced	The SCI was jointly produced across the South Worcestershire authorities.
Chain of conformity	Planning and Compulsory Purchase Act 2004 (as amended), National Planning Policy Framework and case law.

Timetable for Review	
Commencement	February 2017
Consultation	June 2017
Adoption	September 2017

5. Supplementary Planning Documents

- 5.1 At Wychavon District Council, a number of other planning policy documents known as Supplementary Planning Documents will be produced or refreshed over the next three years. These documents are not part of the statutory Development Plan. They can however be a material consideration for the decision taker so it is important to set out the likely content and timetable so that interested parties are made aware at the earliest opportunity of forthcoming consultations.
- 5.2 Supplementary Planning Documents provide further detail to policies in a Development Plan Document, to assist in their implementation. The Supplementary Planning Documents already adopted are:
- Developer Contributions (Joint)
 - Affordable Housing (Joint)
- 5.3 In addition it is intended to commence/continue the preparation of the following SPDs during 2017:
- Design Guide (Joint)
 - Health (Joint) Worcestershire County Council led
 - Renewable and Low Carbon Energy (Joint)
 - Water Management and Sustainable Drainage Systems (Joint)
- 5.4 It is intended that the south Worcestershire councils to take forward the following SPDs commencing in 2018:
- Archaeology and Historic Environment (Joint)
 - Biodiversity (Joint)
- a. The following section sets out the content and timetable for producing the above documents. All references to Regulations refer to [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#). Further Supplementary Planning Documents that are not listed in this section may also be produced in response to specific policy or site issues.

5a. Developer Contributions SPD

Overview	
Role and content	<p>The Developer Contributions Supplementary Planning Document details the process the Council will undertake to secure direct and financial contributions from development via Section 106 agreements and Unilateral Undertakings. Contributions are needed to make sure that new development contributes positively to the local environment and helps to mitigate against any adverse impacts.</p> <p>The SPD will sit alongside the CIL Charging Schedule (once adopted) to make clear the Councils' approach to securing contributions by all funding methods. It clarifies the relationship between CIL and Section 106 agreements. It is a key tool for the Development Management team in securing maximum planning gain from development.</p>
Status	Supplementary Planning Document
Geographical coverage	The Developer Contributions SPD covers the South Worcestershire authorities of Worcester City, Wychavon and Malvern Hills.
Jointly produced	<p>YES.</p> <p>The Developer Contributions SPD has been jointly prepared for the South Worcestershire Councils, i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council and has been separately adopted by each of them.</p>
Chain of conformity	SWDP Policy 7: Infrastructure, SWDP 62: Implementation, Community Infrastructure Levy Charging Schedule/Regulation 123 List, National Planning Policy Framework, Community Infrastructure Levy Guidance, planning legislation and case law

Timetable (Completed Stages are shown in BLUE)	
Commencement	August 2013
Consultation (Regulation 13)	January-February 2015 April-May 2016
Adoption (Regulation 14)	October 2016

5b. Affordable Housing SPD

Overview	
Role and content	The Affordable Housing Supplementary Planning Document provides detailed guidance on how the strategic policy in the South Worcestershire Development Plan will be implemented. It will give guidance on matters including the design, type, tenure, distribution and phasing of affordable housing and the circumstances where off-site contributions may be accepted.
Status	Supplementary Planning Document
Geographical coverage	The Affordable Housing SPD will cover the South Worcestershire Councils' administrative areas.
Jointly produced	YES. The Affordable Housing SPD will be jointly prepared for the South Worcestershire Councils of Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them.
Chain of conformity	SWDP Policy 15: Meeting Affordable Housing Needs, National Planning Policy Framework, planning legislation and case law

Timetable (Completed Stages are shown in BLUE)	
Commencement	December 2014
Consultation (Regulation 13)	March – April 2016
Adoption (Regulation 14)	October 2016

5c. Planning for Health SPD

Overview	
Role and content	The Planning for Health Supplementary Planning Document will set out the South Worcestershire Councils' approach to planning for health. It will principally provide guidance for developers in the preparation of planning applications to ensure opportunities for healthy living and active lifestyles are made in line with, and complement local authorities' new statutory health responsibilities. This can include for example the provision of accessible open space and facilities, opportunities for sustainable transport options such as cycling, access to health and well-being facilities and the impact of secondary health benefits such as mental health. It will also assist elected members and council officers in determining planning applications.
Status	Supplementary Planning Document
Geographical coverage	The Health SPD will cover the South Worcestershire Councils' administrative areas.
Jointly produced	YES. The Planning for Health SPD will be jointly prepared by the South Worcestershire Councils i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them. Its preparation will be led by Worcestershire County Council's planning team and will also involve collaboration with other key stakeholders including the County's Public Health Team and south Worcestershire Health Community (CCG) the NHS Commissioning Board and the Voluntary and Community Sector.
Chain of conformity	SWDP 1: Overarching Sustainable Development principles; SWDP 4 Moving around South Worcestershire, SWDP 5 & 38 Green Infrastructure, and Local Green Network; SWDP 7 Infrastructure, SWDP 21 Design, SWDP 37: Indoor Leisure and Community Facilities, SWDP 39 Provision for outdoor Community Uses in New Development, National Planning Policy Framework, planning legislation and case law

Timetable	
Commencement	January 2016
Consultation (Regulation 13)	December 2016/January 2017
Adoption (Regulation 14)	May 2017

5d. Design Guide SPD

Overview	
Role and content	<p>The Design Guide SPD will provide a high-level design framework for new development that supports the diverse nature of good design. It will provide the necessary guidance to all those involved in the development process. It is intended that the Design Guide will include sections on:</p> <ul style="list-style-type: none"> • House extensions • Accessibility • Shopfronts • Lighting • Sustainable construction (including renewable and low-carbon energy requirements) • Replacement dwellings in the countryside • Re-use of rural buildings • Parking standards In new development
Status	Supplementary Planning Document
Geographical coverage	The Design Guide SPD will cover the South Worcestershire Councils' administrative areas.
Jointly produced	<p>YES.</p> <p>The Design Guide SPD will be jointly prepared for the three South Worcestershire Councils i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them.</p>
Chain of conformity	SWDP 4: Moving Around South Worcestershire, SWDP 12: Rural Employment, SWDP Policy 18: Replacement Dwellings in the Open Countryside, SWDP Policy 21: Design, National Planning Policy Framework, planning legislation and case law

Timetable <i>To be confirmed once resources identified</i>	
Commencement	November 2016
Consultation (Regulation 13)	June 2017
Adoption (Regulation 14)	December 2017

5e. Renewable and Low Carbon Energy SPD

Overview	
Role and content	The Renewable and Low Carbon Energy Supplementary Planning Document will set out the South Worcestershire Councils' approach to planning for renewable energy. It will provide guidance for developers in preparing planning applications for renewable energy developments as well as assisting elected members and council officers in determining planning applications.
Status	Supplementary Planning Document
Geographical coverage	The Renewable and Low Carbon Energy SPD will cover the South Worcestershire Councils' administrative areas.
Jointly produced	YES. The Renewable and Low Carbon Energy SPD will be jointly prepared for the South Worcestershire Councils i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them.
Chain of conformity	SWDP Policy 27: Renewable and Low Carbon Energy, National Planning Policy Framework, planning legislation and case law

Timetable To be confirmed once resources identified	
Commencement	January 2017
Consultation (Regulation 13)	May 2017-June 2017
Adoption (Regulation 14)	September- October 2017

5f. Water Management and Sustainable Drainage Systems SPD

Overview	
Role and content	The Water Management and Sustainable Drainage Systems SPD will support the delivery of the higher level policy in the South Worcestershire Development Plan. It will provide guidance on the provision of sustainable drainage systems for the disposal of surface water and rainwater
Status	Supplementary Planning Document
Geographical coverage	The Water Management and Sustainable Drainage Systems SPD will cover the South Worcestershire Councils' administrative areas.
Jointly produced	YES. The Water Management and Sustainable Drainage Systems SPD will be jointly prepared for the South Worcestershire Councils i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of the Councils. Worcestershire County Council will also play a key role as the lead local flood authority.
Chain of conformity	SWDP Policy 29: Sustainable Drainage Systems, Technical Guidance to the National Planning Policy Framework, planning legislation and case law

Timetable <i>To be confirmed once resources identified</i>	
Commencement	January 2017
Consultation (Regulation 13)	May/June 2017
Adoption (Regulation 14)	September/October 2017

5g. Archaeology and the Historic Environment SPD

Overview	
Role and content	<p>The Archaeology and the Historic Environment SPD will assist with the local application of national policy and interpretation of strategic local policies to preserve south Worcestershire's rich historic environment. It will:</p> <ul style="list-style-type: none"> • Promote better understanding and appreciation of the historic environment • Protect and enhance the historic environment. • Ensure that all development proposals take proper account of local distinctiveness. • Make the historic environment accessible to everyone and ensure that it is seen as something with which the whole society can identify and engage. • Explain how the protection of the historic environment and the promotion of opportunities for change can contribute to sustainable development.
Status	Supplementary Planning Document
Geographical coverage	The Archaeology and the Historic Environment SPD will cover the South Worcestershire Councils administrative areas.
Jointly produced	<p>YES.</p> <p>The Archaeology and the Historic Environment SPD will be jointly prepared for the South Worcestershire Councils i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them.</p>
Chain of conformity	SWDP Policy 6: Historic Environment, SWDP Policy 24: Management of the Historic Environment, National Planning Policy Framework, planning legislation and case law

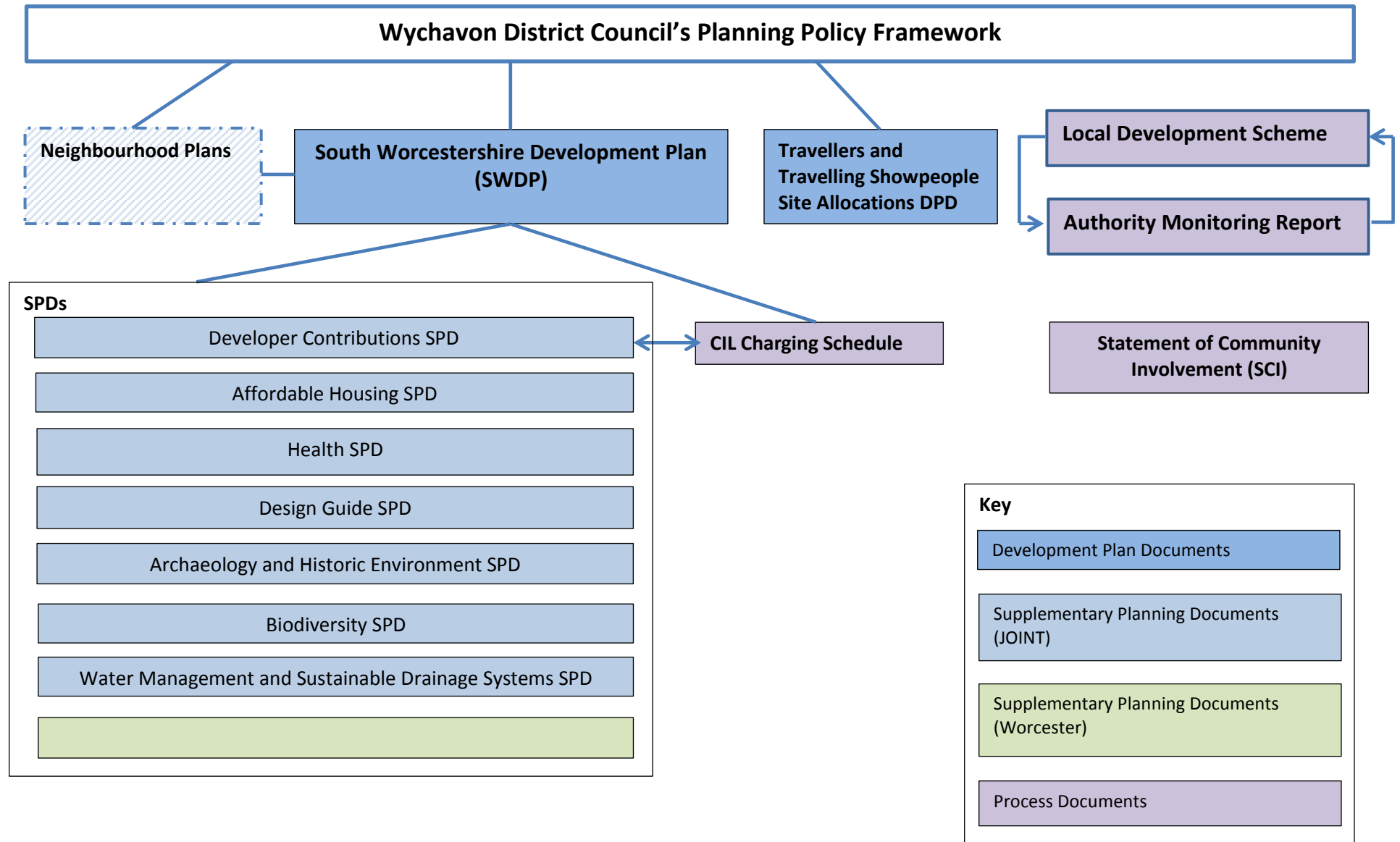
Timetable To be confirmed once resources identified	
Commencement	January 2018
Consultation (Regulation 13)	November/December 2018
Adoption (Regulation 14)	May 2019

5h. Biodiversity SPD

Overview	
Role and content	The SPD will set out how the South Worcestershire Councils propose to protect areas of nature conservation, give guidance on biodiversity requirements in the development process and establish best principles and practice for habitat and species protection across the City.
Status	Supplementary Planning Document
Geographical coverage	The Biodiversity SPD will cover will cover the South Worcestershire Councils' administrative areas.
Jointly produced	YES. The Biodiversity SPD will be jointly prepared will be jointly prepared for the South Worcestershire Councils i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them.
Chain of conformity	SWDP Policy 22: Biodiversity and Geodiversity, National Planning Policy Framework, planning legislation and case law

Timetable <i>To be confirmed once resources identified</i>	
Commencement	March 2018
Consultation (Regulation 13)	January/February 2019
Adoption (Regulation 14)	July 2019

Wychavon Planning Policy Framework Diagram



6. Resources

- 6.1 The work to deliver the planning policy documents within the LDS will be dependent on continued joint working between the South Worcestershire Councils as this has been proved to be a more efficient and effective way of working. The work will be undertaken using existing resources and within existing governance structures.

7. Risk Assessment

7.1 The Council recognises that there are risks in delivering the documents set out in the Local Development Scheme. Some of these risks are within the Council's control and some are not. Table 1 identifies the main areas of risk, their impacts and the ways to overcome them so that the programme in the Local Development Scheme can be delivered.

Area of risk	Likelihood/Impact and Consequence	Mitigation
Adequate staff resources	<ol style="list-style-type: none"> 1. Unable to complete documents on time and to the required standard 2. Consequential programme slippage 3. At the extreme – DPDs and SPDs may be withdrawn e.g. if found unsound or subject to successful legal challenge 4. Consequential increased risk of inappropriate, speculative planning applications if there is no up-to-date Local Plan 	<ol style="list-style-type: none"> 1. Joint working with SW Councils and County Council 2. Ring fence policy teams dedicated to plan production 3. Employ temporary staff/consultants (subject to resource availability)
Funding pressure on resources	<ul style="list-style-type: none"> • Loss of resources to fund plan making, resulting in programme slippage • Consequential increased risk of inappropriate speculative planning applications if there is no up to date Local Plan 	<ul style="list-style-type: none"> • Protocols agreed by the SW Councils for budgets and shared costs • Provision of schemes to influence budgetary decisions • Monitoring of costs and budget spend/profiles
Council procedures and Corporate commitments	<ol style="list-style-type: none"> 1. Risk of programme slippage 2. Consequential increased risk of inappropriate, speculative planning applications if there is no up to date Local Plan 3. Risk to the Council's reputation 	<ol style="list-style-type: none"> 4. Leader's meetings to coordinate strategy 5. Robust programme management through the Project Manager 6. Joint Advisory Panel to advise Councils on plan production 7. Joint Officer Steering Group to oversee plan production process 8. Joint Officer Team to manage plan production process 9. Awareness of consultations and Council diaries
Neighbourhood planning	<ul style="list-style-type: none"> • Insufficient staff 	<ol style="list-style-type: none"> 3. Maintain contact with

Area of risk	Likelihood/Impact and Consequence	Mitigation
	<p>resource available to meet legal requirements in the provision of technical advice and support to Town and Parish Councils</p> <ol style="list-style-type: none"> 1. Insufficient funding to resource LPA support 2. Diversion of staff resources from preparation of DPDs and SPDs 	<p>Town and Parish Councils to ascertain scale and type of work required from the LPAs</p> <ol style="list-style-type: none"> 4. Assess the extent to which neighbourhood plans deliver the LDS 5. Assessment of neighbourhood plans to influence budgetary decisions 6. Seek Government funding for resources
Changes to external context	<ul style="list-style-type: none"> • Unable to meet requirements of national policy and guidance • Insufficient flexibility and resilience to meet economic / environmental / social changes 	<ul style="list-style-type: none"> • Monitor policy announcements and consultations • Assess Local Plan/SPD consistency with policy • Use of latest guidance • Monitor future trends, use of Foresight intelligence
Time required for consideration, consultation and decision making	<ul style="list-style-type: none"> • Insufficient time to meet standard lead in times to decision making • Significant level of responses to consultation • Additional scrutiny stage(s) • Programme slippage 	<ul style="list-style-type: none"> • Coordination of Council meeting dates • Project management • Awareness of Council diaries and constitutions and protocols for decision making • Awareness of events such as elections and holidays • Use of delegated decisions route • Efficient/effective handling of responses
Capacity of the Planning Inspectorate and outcomes of their recommendations	<ul style="list-style-type: none"> • PINS unable to meet demand for DPD examination leading to delay in adopting plan 	<ul style="list-style-type: none"> • Provide LDS to PINS as early as possible – to identify DPD production • Regular liaison with PINS • Monitor Inspector’s reports and High Court Challenges and draw up/use lessons learnt

Table 1: Risk Assessment

8. Monitoring and Review

Monitoring

- 1.1 There is a requirement to monitor the implementation of the Local Development Scheme¹ and hence progress made in producing Local Plans and Supplementary Planning Documents through an Authority Monitoring Report (AMR). An AMR must be produced at least each year, and must cover a period not greater than 12 months long. The AMRs must cover a continuous period, with no gap in coverage between reports.
- 1.2 In relation to each document included within the Local Development Scheme, monitoring must be carried out on:
 - the timetable included for that specific document;
 - the stage that the document has reached in the production process; and
 - if the document is behind the timetable set out in the LDS, the reasons for this.
- 1.3 An AMR will be produced jointly across South Worcestershire each year, the first will cover the period 26 February 2016(adoption date of the SWDP) to 31 March 2017and will be made available on the Councils' websites as soon as it has been finalised. The AMR will be reported by the Local Planning Authority to the Joint Advisory Panel (or equivalent) who are likely to perform a revised role in the future to oversee the implementation of the SWDP. As well as progress in plan-making, this will be the opportunity to report on the monitoring indicators in adopted Local Plans to assess policy performance. The AMR will provide the evidence for the LPAs to consider whether there is a need to review the Local Plan prior to the date of review set by the Local Plan.

Review of the LDS

- 1.4 In response to the yearly monitoring against the Local Development Scheme, the South Worcestershire LDS Project Plan/Gantt Chart (contained at Appendix A) will be updated each year as necessary to provide real time information of any significant slippage. Anticipated delays or actual slippage against the published timetable will be addressed, with realistic revisions to key milestones proposed. Once agreed, updated Project Plans will be made available on the Councils' website. It is anticipated that this will take place at the start of each calendar year.
- 1.5 The Local Planning Authority anticipates that the next full review of the LDS will be in late 2017. A further review will occur prior to the start of the review of the South Worcestershire Development Plan. The latter is due in 2019. This is subject to the LPA's consideration of any significant changes for example in legislation, national policy or circumstances that impact on plan-making or the delivery of strategy and policy.

¹ Planning and Compulsory Purchase Act 2004. Part 2 – Local Development. S. 35 (as amended)
Town and Country Planning (Local Planning) (England) Regulations 2012 – Regulation 34 Authorities' monitoring reports

Key - CIL Charging Schedule Key:

C1	Preparatory work including compiling evidence base	C7	Consideration of representations
C2	Preparation of Preliminary Draft Charging Schedule and draft Regulation 123 List	C8	Submission of DCS (Regulation 19)
C3	Public Consultation on PDCS and draft Reg 123 List (Regulation 15)	C9	CIL Examination
C4	Consideration of representations	C10	Receipt of CIL Examiner's recommendations (Regulation 23)
C5	Preparation of Draft Charging Schedule and final Reg 123 List	C11	Approval and publication (Regulation 25)
C6	Consultation on DCS and Reg 123 List (Regulation 16)	C12	Final preparatory work prior to the Charging Schedule taking effect 01/04/17 (Regulation 28)

Regulation references relate to [The Community Infrastructure Levy Regulations 2010](#) (as amended)

