



Malvern Hills Local Development Scheme 2017-2020

November 2017 Update

Produced jointly with the
South Worcestershire Councils

Contents

	Page
1. What is a Local Development Scheme?	1
2. Progress to date	3
3. Development Plan Documents	5
a. South Worcestershire Development Plan	6
b. Travellers and Travelling Showpeople Site Allocations Development Plan Document	7
4. Other important policy documents	8
a. Community Infrastructure Levy Charging Schedule	9
b. Statement of Community Involvement	10
5. Supplementary Planning Documents	11
a. Developer Contributions	12
b. Affordable Housing	13
c. Planning for Health	14
d. Design Guide	15
e. Renewable and Low Carbon Energy	16
f. Water Management and Sustainable Drainage Systems	17
g. Archaeology and the Historic Environment	18
h. Biodiversity	19
 Worcester Planning Policy Framework Diagram	 20
 6. Resources	 21
7. Risk Assessment	22
8. Monitoring and review	24
 Appendices	
A - South Worcestershire Local Development Scheme - Project Plan/Gantt Chart 2016-2019	25

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 prepare 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, Malvern Hills District Council has been working with Worcester City Council and Wychavon District 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 planning 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 2016. Giving the Government's increasing emphasis on development plans needing to be less than 5 years old to be considered up-to-date, it is now necessary to commence a review of the SWDP. The LDS has been updated to reflect changes to timetables to ensure it provides a useful source of information for interested parties. The intention of this revised Document is:
 - to set out the timetable for the initial stages of the SWDP review
 - 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 Travellers and Travelling Showpeople Site Allocations Development Plan Document ;
and
 - to provide a revised schedule for the preparation of Supplementary Planning Documents.
- 1.4 This updated Local Development Scheme will come into effect on 29 November 2017, in line with the resolution of Council at their meeting on 28 November 2017.
- 1.5 This document can be viewed on-line on the Planning Policy pages of the website, at: www.malvern hills.gov.uk

2. Progress to date

Progress since publication of the 2016 Local Development Scheme

South Worcestershire Development Plan

- 2.1 The SWDP Inspector's Report was published in January 2016 and the Plan was adopted on 25 February 2016. It is now necessary to programme a review of SWDP to ensure that the SWC continue to have an up-to-date Local Plan.

Minerals and Waste Planning

- 2.2 This is carried out by Worcestershire County Council (WCC) as the mineral planning authority. 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 2017 the County Council undertook a third "call for minerals sites".
- 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 Autumn 2019 with eventual adoption anticipated in Summer2020.

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	Adopted Neighbourhood Plans
Malvern Hills	15	5	3	2
Worcester City	1	0	0	0
Wychavon	16	4	4	3

Supplementary Planning Documents

2.7 The Developer Contributions SPD was adopted on 20 October 2016 and the Affordable Housing SPD was adopted on 26 October 2016. The Planning for Health SPD was adopted on 21 September 2017. All of these SPDs provide further information on the strategic policies in the SWDP.

Existing Development Plan

2.8 The Council's 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 development framework

2.9 Beyond the development plan documents listed in 2.8 above there is also published supplementary planning guidance in the form of the following Supplementary Planning Documents:

- Developer Contributions – October 2016
- Affordable Housing – October 2016
- Planning for Health SPD – September 2017

3. Development Plan Documents

- 3.1 At Malvern Hills District Council, the Development Plan Documents to be produced over the next three years are:
- Travellers and Travelling Showpeople Site Allocations DPD (Joint with Worcester City Council and Wychavon District Council)
- 3.2 The South Worcestershire Development Plan will be subject to a review process commencing in late 2017 in order to ensure that the SWC continue to have an up-to-date development plan.
- 3.3 The following section sets out the content of, 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 Review DPD

Overview	
Role and content	The plan will update the existing SWDP and where necessary it's Vision, Objectives, Spatial Strategy and policies for the future development of the South Worcestershire area. The second part of the plan includes site allocations, policies and policy designations that will provide for the development needs of the area up to 2041
Status	Development Plan Document
Geographical coverage	The plan covers the administrative areas of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The SWDP Review like the SWDP itself will be 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	
Evidence Gathering	Commencing in late 2017
Issues and Options	November/December 2018
Preferred Options (Regulation 18)	November/December 2019
Publication (Regulation 19)	October/November 2020

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 supply of sites and pitches to be provided to meet the needs of Travellers and Travelling Showpeople in the area over the coming years. This includes specific allocations for the initial period and broad areas beyond that.
Status	Development Plan Document
Geographical coverage	The plan covers the administrative areas of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The Travellers 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	Planning policy for traveller sites, case law and planning legislation

Timetable (Completed Stages are shown in BLUE)	
Commencement	September 2014
Initial consultation (Regulation 18)	May/June 2016 February/March 2018
Publication (Regulation 19)	August/September 2018
Submission (Regulation 22)	November 2018
Independent Examination (Regulation 24)	January 2019 <i>Precise dates of examination hearing sessions will be determined by the Inspector</i>
Receipt of Inspector's Report (Regulation 25)	June 2019
Adoption (Regulation 26)	July 2019

4 Other important policy documents

- 4.1 These documents are not part of the statutory Development Plan, but 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. These documents are:
- Community Infrastructure Levy Charging Schedule
 - Statement of Community Involvement
- 4.2 The Community Infrastructure Levy was adopted in May 2017 and CIL charging commenced on 5 June 2017. There are no plans to review CIL charging, however, national changes to CIL and any transitional arrangements will need to be taken into consideration.
- 4.3 The Statement of Community Involvement was adopted in September 2014. The Neighbourhood Planning Act 2017 introduced new requirements for Statements of Community Involvement and as such it is now appropriate to undertake a review of the document. 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 sets out a tariff to be applied to qualifying development in . This will allow funding to be secured for infrastructure that is needed as a result of development in the area. The tariff is applied per m ² of net additional floorspace. The rate of the tariff was determined following a public examination into the ability of housing and retail development to bear the charge without unduly affecting delivery .
Status	Non Development Plan Document
Geographical coverage	The Community Infrastructure Levy covers Malvern Hills District Council's administrative area.
Jointly produced	YES. The Charging Schedule and supporting evidence were prepared on a joint basis and each of the SWC has individually adopted CIL. For Malvern Hills and Wychavon District Councils the CIL was implemented on 5 June 2017. In Worcester City CIL charging commenced on 4 September 2017.
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 2016</i>
Receipt of Examiner's Report (Regulation 23)	January 2017
Adoption (Regulation 25)	May 2017
Levy takes effect (Regulation 28)	5 June 2017

4b. Statement of Community Involvement

Overview	
Role and content	Malvern Hills District Council's latest Statement of Community Involvement (SCI) was adopted in September 2014. It sets out how it will consult on planning matters including the preparation of planning policy and the determination of planning applications. The Neighbourhood Planning Act included provisions relating to SCIs and as such it is now appropriate to review the document to meet the new requirements.
Status	Non Development Plan Document – Local Development Document
Geographical coverage	The SCI covers the administrative area of Malvern Hills District Council. It is consistent with the SCIs for Worcester City and Wychavon District councils.
Jointly produced	The SCI is not a joint document however it has been produced in collaboration with Wychavon District Council and Malvern Hills District Council.
Chain of conformity	Planning and Compulsory Purchase Act 2004 (as amended), Neighbourhood Planning Act 2017 National Planning Policy Framework and case law.

Timetable for Review	
Commencement	August 2017
Consultation	November/December 2017
Adoption	February 2018

5. Supplementary Planning Documents

- 5.1 At Malvern Hills 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 Development Plan, but 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)
 - Planning for Health SPD (joint)
- 5.3 In addition the SWC intend to continue the preparation of the following SPDs during 2017:
- Design Guide (Joint)
 - Renewable and Low Carbon Energy (Joint)
 - Water Management and Sustainable Drainage Systems (Joint)
 - Developer Contributions SPD- revised following on from the adoption of CIL
- 5.4 Subject to available resources and the priority to progress the SWDP Review SWC may take forward the following SPDs commencing in 2018:
- Archaeology and Historic Environment (Joint)
 - Biodiversity (Joint)
- 5.5 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 - revision

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 to make clear the Councils' approach to securing contributions by these two methods. It clarifies the relationship between CIL and Section 106 agreements. It is an important guide for the Development Management officers in securing appropriate infrastructure and infrastructure financial contributions from development. The revised document will be amended to reflect the fact that CIL charging has now commenced.</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 SWC i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council and has been separately adopted by each of the Councils.</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	
Commencement	August 2017
Consultation (Regulation 13)	January/February 2018
Adoption (Regulation 14)	July 2018

5b. Affordable Housing SPD

Overview	
Role and content	The Affordable Housing Supplementary Planning Document provides detailed guidance on how the policy on affordable housing 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 covers the South Worcestershire authorities of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The Affordable Housing SPD was jointly prepared for the SWC i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but was separately adopted by each of the SWC.
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 sets out the SWC' approach to planning for health. It provides 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.
Status	Supplementary Planning Document
Geographical coverage	The Health SPD will cover the administrative areas of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The Planning for Health SPD has been jointly prepared for the SWC i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council and has been separately adopted by each of them. Its preparation was led by Worcestershire County Council's planning team and also involved 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)	September 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. The Design Guide will include sections on:</p> <ul style="list-style-type: none"> • House extensions • Accessibility • Shopfronts • Lighting • 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 administrative areas of Worcester, Wychavon and Malvern Hills.
Jointly produced	<p>YES.</p> <p>The Design Guide SPD will be jointly prepared for the SWC i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of the Councils.</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)	August/September 2017
Adoption (Regulation 14)	January 2018

5e. Renewable and Low Carbon Energy SPD

Overview	
Role and content	The Renewable and Low Carbon Energy Supplementary Planning Document will set out the SWC' 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 SWC 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 <i>To be confirmed once resources identified</i>	
Commencement	January 2017
Consultation (Regulation 13)	January/February 2018
Adoption (Regulation 14)	July 2018

5f. Water Management and Flooding SPD

Overview	
Role and content	The Water Management and Sustainable Drainage Systems SPD will support the appropriate implementation of SWDP policies. 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 administrative areas of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The Water Management and Sustainable Drainage Systems SPD will be jointly prepared for the SWC i.e. Worcester City Council, Wychavon District Council and Malvern Hills District Council but it will be separately adopted by each of them. 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 To be confirmed once resources identified	
Commencement	January 2017
Consultation (Regulation 13)	January/February 2018
Adoption (Regulation 14)	July 2018

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. <p>In Worcester's case, it will update the context of the existing Archaeology and the Historic Environment SPD (adopted in September 2007) to reflect the new policy framework introduced through the South Worcestershire Development Plan.</p>
Status	Supplementary Planning Document
Geographical coverage	The Archaeology and the Historic Environment SPD will cover the administrative areas of the SWC.
Jointly produced	<p>YES.</p> <p>The Archaeology and the Historic Environment SPD will be jointly prepared for the SWC 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

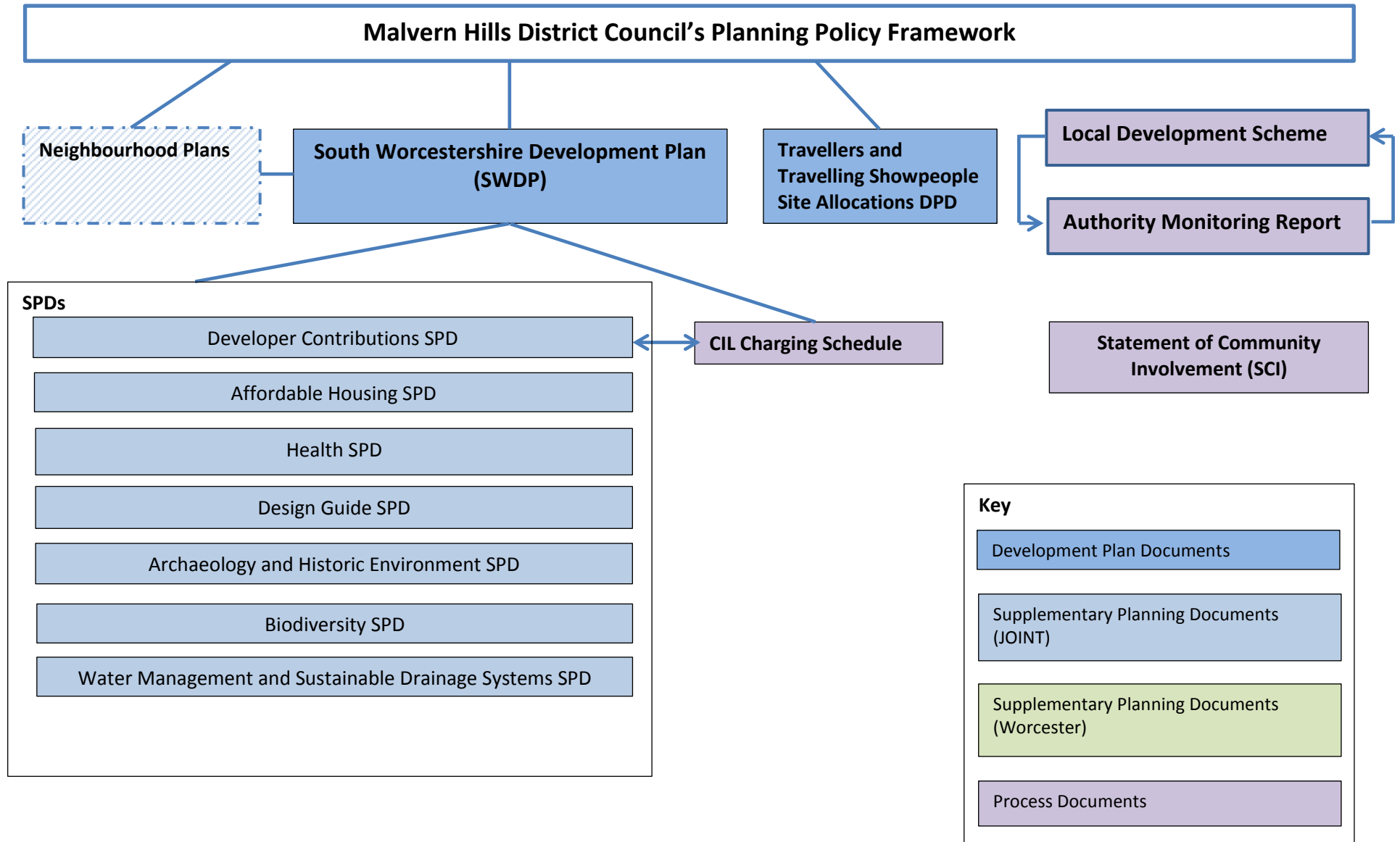
Timetable	
Commencement	March 2018
Consultation (Regulation 13)	November/December 2018
Adoption (Regulation 14)	July 2019

5g. Biodiversity SPD

Overview	
Role and content	The SPD will set out how the SWC propose to implement SWDP 22: Biodiversity and Geodiversity which aims 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 administrative areas of the SWC..
Status	Supplementary Planning Document
Geographical coverage	The Biodiversity SPD will cover will cover the South Worcestershire authorities of Worcester City, Wychavon and Malvern Hills.
Jointly produced	YES. The Biodiversity SPD will be jointly prepared by the SWC 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	
Commencement	March 2018
Consultation (Regulation 13)	November/December 2018
Adoption (Regulation 14)	July 2019

Malvern Hills 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.

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	<ul style="list-style-type: none"> • Unable to complete documents on time and to the required standard • Consequential programme slippage • At the extreme – DPDs and SPDs may be withdrawn e.g. if found unsound or subject to successful legal challenge • Consequential increased risk of inappropriate, speculative planning applications if there is no up-to-date Local Plan 	<ul style="list-style-type: none"> • Joint working with SW Councils and County Council • Ring fence policy teams dedicated to plan production • 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	<ul style="list-style-type: none"> • Risk of programme slippage • Consequential increased risk of inappropriate, speculative planning applications if there is no up to date Local Plan • Risk to the Council's reputation 	<ul style="list-style-type: none"> • Leader's meetings to coordinate strategy • Robust programme management • Joint Advisory Panel to advise Councils on plan production • Joint Officer Steering Group to oversee plan production process • Joint Officer Team to manage plan production process • Awareness of consultations and Council diaries
Neighbourhood planning	<ul style="list-style-type: none"> • Insufficient staff resource available to meet legal requirements in the provision of technical advice and support to 	<ul style="list-style-type: none"> • Maintain contact with Town and Parish Councils to ascertain scale and type of work required from the LPAs • Assess the extent to which neighbourhood plans deliver

Area of risk	Likelihood/Impact and Consequence	Mitigation
	Town and Parish Councils <ul style="list-style-type: none"> • Insufficient funding to resource LPA support • Diversion of staff resources from preparation of DPDs and SPDs 	the LDS <ul style="list-style-type: none"> • Assessment of neighbourhood plans to influence budgetary decisions • 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

- 8.1 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 of no more than 12 months. The AMRs must cover a continuous period, with no gap in coverage between reports.
- 8.2 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.
- 8.3 An AMR will be produced jointly across South Worcestershire each year and 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). 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.

Review of the LDS

- 8.4 In response to the yearly monitoring against the Local Development Scheme, the South Worcestershire LDS will be updated each year as necessary to provide real time information of the work programme over a rolling three year period. 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.
- 8.5 The Local Planning Authority anticipates that the next full review of the LDS will be in late 2018. 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 04/09/17 (Regulation 28)

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