



# **Colchester's Local Development Scheme 2016 – 2019**

**December 2015**

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# 1. Introduction

The Local Development Scheme (LDS) sets out the council's timetable for adopting new plans to guide development in the Borough. This LDS covers the period 2016 to 2019.

Colchester Borough Council first adopted a Local Development Scheme (LDS) in May 2005 with various revisions published since then. The latest revision was in September 2013 which this current version (December 2015) now supersedes. Earlier versions of the Colchester LDS were prepared under the requirements of the 2004 Planning and Compulsory Purchase Act and The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008.

Since 2011, the production of an LDS has been guided by the requirements of the Localism Act 2011, section 111 which amended section 15 of the 2004 Planning and Compulsory Purchase Act and is supported by the Town and Country Planning (Local Planning) (England) Regulations 2012.

## **Documents to be produced**

The Local Development Scheme will;

- Provide a brief description of all the Local Plan documents, and Neighbourhood Plans to be prepared and the content and geographical area to which they relate.
- Explain how the different documents relate to each other, and especially how they relate to the adopted and forthcoming Local Plan.
- Set out the timetable for producing Local Plan documents – giving the timings for the achievement of the following milestones:
  - consulting statutory bodies on the scope of the Sustainability Appraisal
  - publication of the document
  - submission of the document
  - adoption of the document
- Provide information on related planning documents outside the formal Local Plan, including the Statement of Community Involvement, Authority Monitoring Report and adopted guidance.

## **Review of the LDS**

Progress of the scheme is reviewed annually as part of the Colchester Borough Council Authority Monitoring Report (usually published each December).

## 2. Planning context

The Council has a good record in meeting the milestones set out in the earlier versions of the LDS and our past delivery rates inform the future programme for the preparation of Local Plan documents up the end of 2019.

Earlier plans were completed further to the provisions of the Planning and Compulsory Framework Act 2004 and were known as Local Development Framework documents. Under this Act, Colchester adopted a full suite of Local Development Framework documents, including a Core Strategy (2008), Development Policies (2010) and Site Allocations (2010).

Following a change of government in 2010, a new set of Town and County Planning (Local Planning) (England) Regulations came into force in April 2012 (and amended in November 2012) and these revert to the former terminology of a 'Local Plan'. The purpose of the documents, however, remains the same whether they are called Local Development Frameworks or Local Plans.

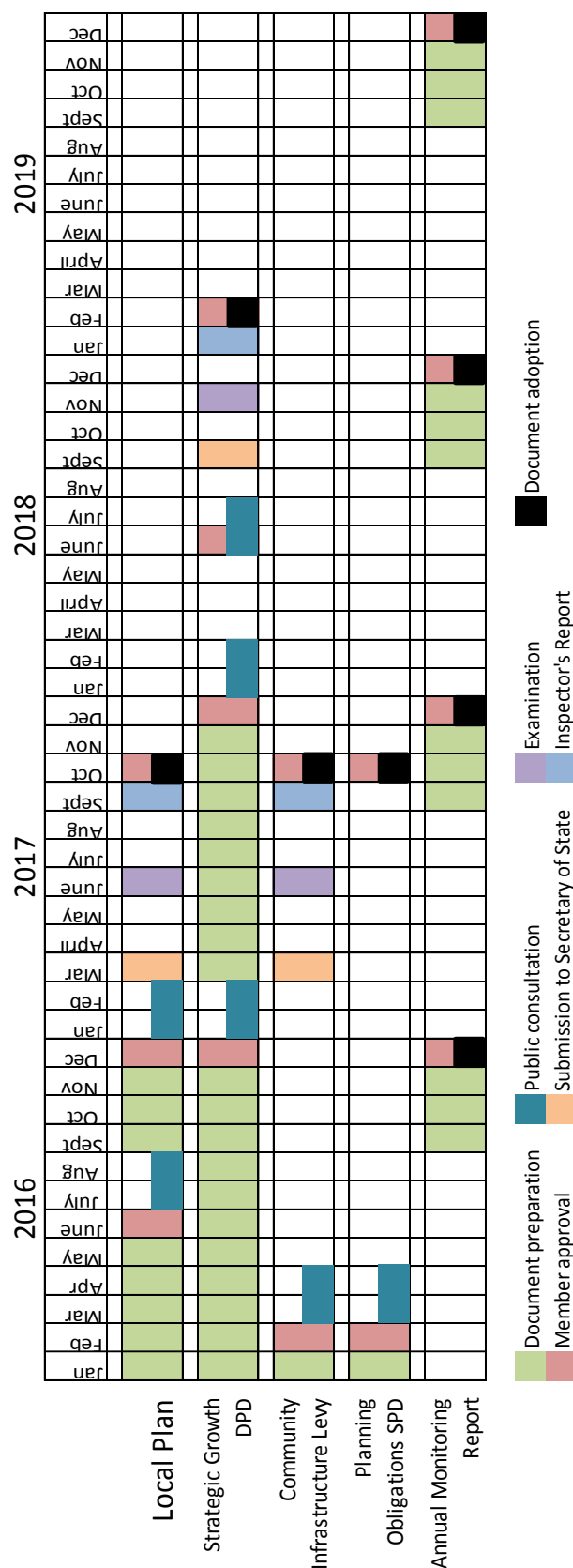
Local Plans need to be in conformity with national policy as set out in the National Planning Policy Framework (March 2012), with further guidance in the regularly updated Planning Practice Guidance available online. <http://planningguidance.planningportal.gov.uk/>

The Council completed a Focus Review of its Local Plan documents in July 2014 to bring selected policies into conformity with the NPPF.

For minerals and waste matters, Essex County Council are the authority responsible for production of the Waste and Minerals Local Plans, which form part of the Development Plan. At present the adopted plan for Essex is; The Essex Minerals Local Plan (2014)  
Waste Local Plan (2001) (pre-submission consultation for Revised Waste Plan programmed for early 2016)

More details on the waste and minerals development document can be found on the Essex County Council website [www.essex.gov.uk](http://www.essex.gov.uk) following the links from planning to minerals and waste policy.

# Local Development Scheme 2016 - 2019



## **Phasing of work for Local Plan documents**

The Project Chart at the front of this document shows the main milestones as set out in the Regulations for the production of each of the documents we intend to prepare in the next three years. The table below sets out each stage of plan preparation and the amount of time the Council expects each stage to be completed. The LDS is kept under review to reflect any changes in local circumstance and/or Government policy.

The Town and Country Planning (Local Planning) (England) Regulations 2012 came into force on 6 April 2012 and provide the guidance for the production of Local Plans and associated documents in England.

### **New Local Plan**

The Council is undertaking a thorough review of its adopted policies and allocations which will result in a new Local Plan to guide development until 2032 and beyond. An Issues and Options consultation was carried out in January/February 2015, with Preferred Options consultation programmed for summer 2016 and adoption in 2017.

### **Community Infrastructure Levy**

Colchester Borough Council expects to progress adoption of a Community Infrastructure Levy Charging Schedule in tandem with the Local Plan. Adoption of a Charging Schedule will allow the Council to charge a standard levy to some developments to fund additional infrastructure.

### **Neighbourhood Planning**

The Localism Act 2011 and the publication of the NPPF in March 2012 placed greater emphasis on developing plans at the local level through Neighbourhood Planning. Neighbourhood Plans are to be produced by local communities and once complete (subject to examination and local referendum) they can become part of the local authorities' development plan and have a significant influence on the future growth and development of particular areas.

The first stage of developing a Neighbourhood Plan is to designate a neighbourhood area. A number of parishes in Colchester have now achieved this stage, as shown below. Once a neighbourhood area has been agreed, preparation of a neighbourhood plan can be carried out by a parish or town council, or in the case of unparished areas, a neighbourhood forum.

| <b>Area</b>          | <b>Date Area agreed</b> | <b>Current Stage</b>           |
|----------------------|-------------------------|--------------------------------|
| Boxted               | October 2012            | Preparation of submission plan |
| Myland and Braiswick | January 2013            | Preparation of submission plan |
| West Bergholt        | July 2013               | Preparation of draft plan      |

|                 |                |                           |
|-----------------|----------------|---------------------------|
| Wivenhoe        | July 2013      | Preparation of draft plan |
| Tiptree         | February 2015  | Preparation of draft plan |
| Stanway         | June 2014      | Preparation of draft plan |
| Eight Ash Green | June 2015      | Preparation of draft plan |
| Copford         | August 2015    | Preparation of draft plan |
| Marks Tey       | September 2015 | Preparation of draft plan |

### **Supplementary Planning Documents**

Supplementary Planning Documents supplement policy contained in the Local Plan. They cannot set new policy but are treated as a material consideration in the determination of planning applications across the Borough. Although SPD's are not subject to examination, they are produced in consultation with the community and other interested parties and are still subject to regulations regarding their consultations. In earlier versions of the LDS, the Council was required to specify details of each Supplementary Planning Document intended to be produced. Changes to the Regulations no longer require Supplementary Planning Documents to be included on the LDS. Currently, the only SPD programmed for the next three year period is one on Planning Obligations. Future additional SPDs may however be produced by the Spatial Policy Team, if approved by Local Plan Committee, without formal modification of the LDS because they do not form part of the development plan. Appendix 1 lists the existing SPD documents and the proposed Planning Obligations SPD.

### **Other Local Development Documents**

#### **Statement of Community Involvement (SCI)**

The Statement of Community Involvement (SCI) provides a first step in plan making as it outlines the processes for consultation and engagement during the production of future documents of all types. The SCI was originally submitted to the Planning Inspectorate in October 2005 and adopted by the Council in June 2006. It was subject to minor amendments in 2008 following changes to the regulations and was also revised further early in 2011. In January 2013 a further revised SCI was published for consultation which focused primarily on consultation procedures for planning applications. The latest SCI revision was adopted in March 2013 following consideration of the consultation responses.

The production of an SCI is in part governed and directed by guidance and requirements at the national level. Should the regulations change or new examples of best practice be introduced the Council will update the SCI accordingly. At this time, the Council is not aware of any need to update the SCI during the next three year period.

#### **Authority Monitoring Report**

The Authority Monitoring Report (AMR) is published each December to show progress with Local Plan targets.

### **Adopted Guidance Notes**

Guidance notes and other documents are produced as required by the Council to assist in explaining protocols, and other technical matters. They are non-statutory documents that are essentially informative and may be used to assist the determination of planning applications or in other areas where planning decisions are required. These include guidance on topics such as air quality, contaminated land and archaeology. They may also contain site specific guidance. The current Guidance Notes are listed in Appendix 1 and information on additional guidance will be added as it is completed to the Council's Adopted Guidance webpage.

This chart illustrates the amount of time assumed to be required for each phase of plan making. (Please note the timings below are indicative only and reference should be made to the LDS Project Chart and profiles for specific details and timescales)

| Stage                  | How long?  | Notes  | Related Regulation (2012) |   |
|------------------------|------------|--|---------------------------|---|
| <b>Project work</b>    | 6 months   | Preparation of evidence base and other supporting information before the first publication of a Local Plan document and Sustainability Appraisal Scoping Report. | Regulation 18             |   |
| <b>Member approval</b> | 1 month    | Approval of evidence base and first consultation documents.  |                           |   |
| <b>Consultation</b>    | 2 months   | Public participation and Sustainability Appraisal Scoping Report.  | Regulation 19             |   |
| <b>Project work</b>    | 3-6 months | Analysis of consultation results. Results feed into preparation of a further revision to a Local Plan document and Final Sustainability Appraisal.               |                           |   |
| <b>Member approval</b> | 1 month    | Approval of evidence base and a further consultation document if required.   |                           | <b><u>Optional</u></b><br><br>Depending on their content, some DPDs may not require this additional stage of consultation |
| <b>Consultation</b>    | 2 months   | Public participation and Sustainability Appraisal.   | Regulation 19             |   |
| <b>Project work</b>    | 3-6 months | Analysis of consultation results and amendments to the draft DPD.  |                           |   |
| <b>Member approval</b> | 1 month    | Approval of Local Plan document which is to be published prior to submission to Secretary of State.  |                           |   |

|                                 |            |   |               |
|---------------------------------|------------|---|---------------|
| <b>Publication Consultation</b> | 2 months   | Publish final version of the Local Plan document. Invite representations for a period of six weeks.   | Regulation 19 |
| <b>Submission</b>               |            | Submit final version of Local Plan document, Sustainability Appraisal, and a summary of representations to Secretary of State and GO.   | Regulation 22 |
| <b>Preparatory work</b>         | 2-4 months | Publish details of the examination six weeks beforehand. Unable to make changes to the document before the examination. Hearing statements to be prepared in accordance with deadline set by inspector. | Regulation 24 |
| <b>Examination</b>              | 1 month    | Independent examination takes place.  | Regulation 24 |
| <b>Inspector's Report</b>       | 2 months   | Receive the inspector's report (including modifications) and publish the recommendations.   | Regulation 25 |
| <b>Adoption</b>                 |            | Publish the final DPD and adoption statement.   | Regulation 26 |

## 4. Local Plan Documents to be prepared during 2016 to 2019- detailed profiles

Details of the documents we intend to produce in the next three years follow in the tables below. The timetable for the production of documents reflects previous experience. The Planning Inspectorate (PINS) are also consulted about the production timetable specifically with regards to documents which require submission of the document to the Secretary of State and a formal examination in public.

### Local Plan

|   |  |
|---|--|
| <b>Subject and Scope</b>  | This document will develop the overall strategic objectives and areas for growth in the Borough. The Local Plan will combine the policies and allocations currently found within the Core Strategy, Development Policies and Site Allocations documents. |
| <b>Geographical area</b>  | All Colchester Borough   |
| <b>Status</b>   | Local Plan document  |
| <b>Chain of conformity</b>  | Must be in conformity with the National Planning Policy Framework.   |
| <b>Timetable for production</b>   |  |
| <b>Document preparation-overall timeframe including work to date</b>                          | January 2014 – October 2017  |
| <b>Member approval –Preferred Options</b>   | June 2016  |
| <b>Consultation on Preferred Options and Sustainability Appraisal</b>                         | June- July 2016  |
| <b>Member approval – Submission Draft</b>   | December 2016  |
| <b>Publication Draft of Local Plan document and Sustainability Appraisal for consultation</b> | January/February 2017  |
| <b>Submission of DPD and summary of comments received to Secretary of State</b>               | March 2017   |
| <b>Independent examination</b>  | June 2017  |
| <b>Inspector's report</b>   | September 2017   |
| <b>Adoption</b>   | October 2017   |
| <b>Production arrangements</b>  | Led by Spatial Policy group; input from all internal CBC service groups and Essex County Council as appropriate. The SCI outlines how external parties   |

|                             |  |
|-----------------------------|--|
|                             | and members of the public will be involved.  |
| <b>Timetable for review</b> | The Local Plan Full review will set the overall spatial strategy for the Borough and will be reviewed within 5 – 10 years of adoption. |

## Strategic Growth Development Plan Document(s)

|   |  |
|---|--|
| <b>Subject and Scope</b>  | This document(s) will include policies and allocations to support strategic allocations for new development.   |
| <b>Geographical area</b>  | As specified in the Local Plan   |
| <b>Status</b>   | Local Development Plan Document  |
| <b>Chain of conformity</b>  | Must conform with the broad allocations in the Colchester Local Plan and the relevant Local Plan of adjacent local authorities if appropriate. The plan will update the allocations for the relevant area of the Borough. .                    |
| <b>Timetable for production</b>   |  |
| <b>Document preparation</b>   |  |
| <b>Member approval –Issues and Options</b>  | December 2016  |
| <b>Consultation on draft document and sustainability appraisal scoping report</b> | January/February 2017  |
| <b>Member Approval – Preferred options</b>  | December 2017  |
| <b>Publication and 6 week consultation</b>  | January 2018   |
| <b>Member Approval – Submission document</b>                                      | June 2018  |
| <b>Pre-Submission consultation</b>  | June/July 2018   |
| <b>Submission of DPD and summary of comments received to Secretary of State</b>   | September 2018   |
| <b>Independent examination</b>  | November 2018  |
| <b>Inspector's report</b>   | January 2019   |
| <b>Adoption</b>   | February 2019  |
| <b>Production arrangements</b>  | Spatial Policy group in CBC will lead with input from internal CBC service groups, adjacent local authorities and Essex County Council as appropriate. The SCI has determined how external parties and members of the public will be involved. |
| <b>Timetable for review</b>   | The Authority Monitoring Report (AMR) will assess the effectiveness of the policies and allocations.   |

## Community Infrastructure Levy

|   |   |
|---|---|
| <b>Subject and Scope</b>  | Community Infrastructure Levy   |
| <b>Geographical area</b>  | Colchester Borough  |
| <b>Status</b>   | CIL charging schedule, governance arrangements, implementation plan, installment policy and other associated documents  |
| <b>Chain of conformity</b>  | Must conform with Local Plan as well as the NPPF.   |
| <b>Timetable for production</b>   |   |
| <b>Previous consultation on draft documents</b>   | July – September 2011 and November – December 2011  |
| <b>Member Approval of draft Schedule</b>  | February 2016   |
| <b>Publication and 6 week consultation</b>  | March/April 2016  |
| <b>Submission of Charging Schedule and summary of comments received to Secretary of State</b> | March 2017 to align with Local Plan submission timeframe  |
| <b>Independent examination</b>  | June/July 2017  |
| <b>Inspector's report</b>   | September 2017  |
| <b>Adoption</b>   | October 2017  |
| <b>Production arrangements</b>  | Spatial Policy group. Input from internal CBC service groups and Essex County Council as required.  |
| <b>Timetable for review</b>   | It is anticipated that the regulation 123 list (infrastructure items) will be reviewed and updated as required on an annual basis. The charging schedule and other CIL documents will be reviewed as required. The Annual Monitoring Report (AMR) will assess the effectiveness of CIL charges. |

## Authority Monitoring Report

|   |  |
|---|--|
| <b>Subject and Scope</b>  | This document provides an analysis of how the Colchester planning policies are performing against a range of established indicators. |
| <b>Geographical area</b>  | Colchester Borough   |
| <b>Status</b>   | Annual production, non-statutory but meets need to show evaluation of policies.  |
| <b>Chain of conformity</b>  | None   |
| <b>Timetable for production – same process followed each year</b> |  |
| <b>Project work</b>   | September – November   |
| <b>Member Approval</b>  | December   |
| <b>Publication</b>  | December   |
| <b>Production arrangements</b>                                    | Spatial Policy group. Input from internal CBC service groups and Essex County Council as required.                                   |
| <b>Timetable for review</b>                                       | The AMR is produced in the autumn of each year and is presented to the last Local Plan Committee meeting in the calendar year.       |

## Supplementary Planning Documents to be adopted

| <b>Planning Obligations SPD</b>                           |  |
|---|--|
| <b>Title</b>  | Planning Obligations SPD   |
| <b>Role and content</b>                                   | To provide further details on the collection of the planning obligations received by the Council as a result of planned developments across the Borough.   |
| <b>Status</b>   | SPD  |
| <b>Chain of conformity</b>                                | The SPD will support the policies within the Local Plan and the Community Infrastructure Levy  |
| <b>Geographic coverage</b>                                | Whole Borough  |
| <b>Timetable and milestones in months:</b>                | <ul style="list-style-type: none"> <li>• Member approval for consultation – Feb. 2016</li> <li>• Public consultation –March/April 2017</li> <li>• Adoption to align with Local Plan and CIL– October 2017</li> </ul> |
| <b>Arrangements for production</b>                        | Colchester Borough Council (CBC) to lead with significant input from Essex County Council.<br>Public consultation to include a press release, advertisement and letters/emails.                                      |
| <b>Post production - Monitoring and review mechanisms</b> | CBC to monitor after adoption through a review of planning applications.   |

## 5. Evidence Base

The 'evidence base' is a key feature of the Colchester Local Plan. It seeks to ensure that the development plan's proposals and policies are soundly based. To ensure this a number of specialist studies and other research projects are, or will be undertaken. These will also be important in monitoring and review, as required by the AMR.

Some documents will also be published that are not specifically for planning purposes but are important in informing the process (eg. the Colchester Borough Council's Strategic Plan and other service strategies).

Each document will be made publically available at the appropriate time in the process, usually on the Council's website ([www.colchester.gov.uk](http://www.colchester.gov.uk)). All will be made available at the relevant examination. These documents will be reviewed in the AMR to see if they need to be reviewed or withdrawn. Other documents may also be produced as needed during the process.

The table on the following pages identifies the reports and studies that will be used to provide a robust and credible evidence base for the Local Plan. This list will be added to if additional work is required.

### Integration with other Strategies

The Local Plan has a key role in providing a spatial dimension for many other strategies and helping their co-ordination and delivery. The Council works closely with other public bodies and stakeholders to satisfy the Duty to Co-operate on strategic matters and the evidence base reflects collaborative working with other authorities and stakeholders as needed.

**Documents to be produced as Evidence Base for Local Plan Documents**

| <b>Title</b>  | <b>Purpose and Scope</b>   | <b>Timescale and review</b>  |
|---|--|--|
| Strategic Environmental Assessment & Sustainability Appraisal | To provide sound evidence base for all documents (except some guidance notes).   | Sustainability Appraisal work will be undertaken alongside the formulation of policy documents.  |
| Townscape Character Study                                     | To provide a sound basis for the SHLAA and built environment policies.   | Completed June 2006.   |
| Strategic Housing Land Availability Assessment                | To provide evidence for housing land availability and distribution in relation to Local Plan requirements.   | Completed Dec. 2015  |
| Strategic Housing Market Assessment (SHMA)                    | Joint study with Braintree, Tendring and Chelmsford Councils. This updates the SHMA for Colchester undertaken in 2008. It assesses local housing markets and provides evidence on Objectively Assessed Housing Need. | Completed July 2015. Further work on Affordable Housing need completed Dec. 2015.  |
| Employment Land Needs Assessment                              | The study looks at existing sites and future needs to at least 2032.   | Completed January 2015   |
| Retail study  | The study analyses retail catchment areas and capacity to assess shopping patterns and assess the future capacity for retail floorspace in the Borough   | Report completed March 2013  |
| Infrastructure Delivery Plan                                  | To assess capacity and requirements for infrastructure to support growth to 2032   | Work to be completed in phases- initial work to inform Preferred Options June 2016, further phase to inform submission document January 2017 |
| Landscape Character Assessment                                | To provide evidence for countryside strategies and housing allocations.  | Assessment completed November 2005.  |
| Haven Gateway Green Infrastructure Study (HAGGIS).            | To ensure there are sufficient open space, sport and recreational facilities, that they are in the right places, are of high quality, attractive to users and well managed and maintained.                           | Study completed April 2008.  |
| Colchester Green Infrastructure Study                         | To provide additional detail at the local level  | Work completed in October 2011.  |
| PPG17 Study   | To assess provision and requirements for open space and indoor/outdoor recreational facilities to 2021   | PPG17 Study completed February 2008.   |
| Sports Pitches and Indoor Sports Facilities Strategy          | To update the PPG17 study and assess requirements for playing pitches and indoor sports facilities   | July 2015  |

|   |  |   |
|---|--|---|
| Strategic Flood Risk Assessment                               | To update 2007 and recommend mitigation measures   | Completed December 2015   |
| Water Cycle Study   | To assess provision and need for water and waste infrastructure  | Spring 2016   |
| Transport Model for Colchester                                | To enable area-wide traffic and public transport modelling to take place including the future traffic scenarios to be predicted and transport solution to be tested        | December 2015   |
| East Transit Corridor study                                   | To investigate options for a high-speed, high-frequency public transport link between the University, East Colchester regeneration area and the Town Centre.               | Initial stage of feasibility study complete Nov. 2015   |
| Review of Local Wildlife Sites                                | Update 2008 review of existing local wildlife sites  | Review of 2008 work to be completed December 2015   |
| Historic Environment Characterisation                         | This project design presents a programme of work to characterise the historic environment of Colchester Borough  | Work completed November 2008.   |
| CIL Viability work  | To assess the impact of a Community Infrastructure Levy on the viability of schemes across the Borough   | Initial work commenced in 2011, further analysis to be complete Jan. 2016                               |
| Demographic and Household Projections                         | To inform decisions on future Borough growth and Objectively Assessed Housing Need. Joint Essex project led by Essex Planning Officers Association                         | Phase 7 work published May 2015   |
| Essex Wide Gypsy and Traveller Accommodation Needs Assessment | An Essex wide study commissioned by the Essex Planning Officers Association to provide information on the appropriate number of gypsy and traveller pitches to be provided | Completed in Nov 2009. Review completed Summer 2014. Further work underway reflecting national changes. |

## 6. Monitoring and review

### Monitoring

The development plan system is a continuous process with monitoring and review being fundamental aspects to the delivery of a successful plan. Since the introduction of the Planning and Compulsory Purchase Act 2004, it has been a requirement that an Authority Monitoring Report (AMR) will be published by the end of December each year. The AMR has been used to inform the review of this Local Development Scheme.

The AMR will analyse the period of the previous April to March of the current year. The report will:

- Set out how the Council is performing in the production of documents against the timescales and milestones set out in the previous years LDS;
- Provide information on how the strategies/policies/targets in the Local Plan are being achieved;
- Advise on whether any documents need reviewing;
- Review progress on SPDs and whether any new ones are required or old ones withdrawn or reviewed;
- Advise on the need to update the LDS as appropriate; and
- Provide information on the 'State of the Borough'.

As required by the Regulations, the LDS will be monitored annually, informed by the AMR and a report produced and submitted to the Local Plan Committee for revision should changes be required.

### Review of Local Plan Documents

Following the initial adoption of development plan document, it is anticipated that subsequent reviews will be in the form of a rolling programme following recommendations from the Local Plan Committee.

The AMR will provide information regarding the performance of each document as well as identifying areas where strategies/policies/targets are not being achieved. The outcomes will be dependent on a variety of influences such as changes to Government policy or pressures for development(s) across the Borough.

# 7. Resources and Risk Assessment

## Professional Officer Input

The Local Plan process will be led by the Spatial Policy Team as part of Commercial Services at Colchester Borough Council.

The Spatial Policy Team consists of Planning Policy and Transportation Policy, lead by the Place Strategy Manager who will be responsible for the overall project and policy direction. The team also includes a planning policy manager and four planning officers, who will be responsible for various elements of the Local Plan process and policy. Transportation officers will also be heavily involved in the production of the Local Plan, working alongside colleagues from Essex County Council.

Additional staff resources will be brought in to the process from time to time as required from other professional groups within the Council and outside agencies as follows:

## Commercial Services

Housing Policy,  
Enterprise,  
Regeneration,  
Leisure, Tourism and Cultural services.

## Other CBC Services

Development Management,  
Environmental Protection,  
Research and Engagement,  
Community Strategies,  
Operational Services,  
Elections.

## Others

Highways England (strategic highways matters)  
Essex County Council (other highway matters, education, planning etc)  
Rural Community Council for Essex (to promote/facilitate links with parish councils)  
Consultants have been commissioned to develop elements of the evidence base and this is continuing.

## Consultee groups

The Statement of Community Involvement sets out in detail who we will consult and at what stage in the production of all documents. The SCI covers both plan making and decision taking so all aspects of the Council's statutory planning functions have been included within the SCI.

## Risk Assessment

### Risks

There are several factors which may impact upon the ability of the Council to keep to the timetable for the production of documents. The table below considers and deals with the main risks.

| Issue and level of Risk   | Comment and proposed mitigating measures   |
|---|--|
| <b>Significant public opposition to plan proposals.</b><br><br><b>Medium Risk</b>             | <p>The production of the Local Plan and specifically the allocation of land is likely to be contentious. Whilst every effort will be made to build cross-community consensus, there is a high risk of significant public opposition.</p>   |
| <b>Inability of PINS to deliver examinations/reports to timetable.</b><br><br><b>Low Risk</b> | <p>The capacity of the Planning Inspectorate is an issue given the demands on its limited resources. There is also uncertainty as to the Governments plans for planning policy. PINS may not be able to provide Inspectors at the appropriate times. If problems do occur, caused by factors outside the council's control, we may have to accept some slippage of the timetable. The LDS would need to be amended accordingly.</p>  |
| <b>Loss/turnover of staff</b><br><br><b>Medium Risk</b>                                       | <p>The Spatial Policy Team have benefitted from low turnover in recent years, but there is currently a national shortage of planning officers.</p>   |
| <b>Financial shortfall</b><br><br><b>Medium Risk</b>  | <p>Any review of documents is a costly exercise, involving preparation of an evidence base, production of documents, consultation and examination.</p> <p>In previous years the Council has allocated funds through the Housing &amp; Planning Delivery Grant (HPDG) and its Service and Financial Planning process to allow for the preparation of the Local Plan. In the longer term no HPDG funding is available. Additional Council expenditure will be subject to scrutiny.</p> <p>Examination costs may inflate due to the length/complexity of the Examination. This will be kept under review.</p> |
| <b>Changing Political Priorities</b><br><br><b>Medium Risk</b>                                | <p>This document has been considered and approved by Local Plan Committee which has a cross party representation of members. Elections in the borough could result in political changes and/or there could be changing priorities. Any future changes in the documents to be produced can be dealt with at the annual review.</p>  |

**Legal Challenge****Low Risk**

A legal challenge may be lodged to any document within six week of adoption. The degree to which this will happen is uncertain due to the untried nature of the system emerging. However, a challenge will only succeed if the Council (or Inspector) has made a mistake in procedure or in fact.

To avoid a legal challenge, every effort will be made to ensure that procedures are followed and facts are correct.

# Appendix 1

## **SUPPLEMENTARY PLANNING GUIDANCE/DOCUMENTS AND PLANNING GUIDANCE NOTES** **Status and Programme as at December 2015**

### **Existing Supplementary Planning Documents**

| <b>Subject</b>  | <b>Approval Date</b>              |
|---|-----------------------------------|
| <b>Extending Your House</b>                                       | November 2005                     |
| <b>Provision of Open Space, Sport and Recreational Facilities</b> | July 2006                         |
| <b>Backland and Infill Development</b>                            | December 2010                     |
| <b>Community Facilities</b>                                       | September 2009, revised July 2013 |
| <b>Car Parking Standards (ECC)</b>                                | September 2009                    |
| <b>Shop front Design Guide</b>                                    | June 2011                         |
| <b>Affordable Housing</b>   | August 2011                       |
| <b>Cycling Delivery Strategy</b>                                  | January 2012                      |
| <b>North Colchester Growth Area</b>                               | June 2012                         |
| <b>Street Services</b>  | October 2012                      |
| <b>Better Town Centre</b>   | December 2012                     |
| <b>Sustainable Drainage Systems Design Guide</b>                  | April 2015                        |
|   |                                   |

### **Proposed Supplementary Planning Documents**

|  |               |
|--|---------------|
| <b>Planning Obligations Guidance</b> (to align with Community Infrastructure Levy Charging Schedule) | Adoption 2017 |
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### **Existing Guidance Notes**

| <b>Subject</b>  | <b>Approval Date</b> |
|---|----------------------|
| <b>Dedham Village Design Statement</b>                | November 2007        |
| <b>Langham Village Design Statement</b>               | November 2007        |
| <b>Wivenhoe Town Plan</b>                             | October 2008         |
| <b>Boxted Joint VDS and Parish Plan</b>               | June 2010            |
| <b>Little Horkesley Village Design Statement</b>      | August 2010          |
| <b>Myland Design Statement</b>                        | August 2010          |
| <b>West Bergholt Parish Plan</b>                      | December 2010        |
| <b>Stanway Joint Design Statement and Parish Plan</b> | March 2011           |
| <b>West Bergholt Village Design Statement</b>         | December 2010        |
| <b>Dedham Parish Plan</b>                             | December 2011        |

|  |   |
|--|---|
| <b>Essex Design Guide and Urban Place Supplement (ECC)</b> | Published 1997 (Design Guide), Urban Plan Supplement (2005) |
| <b>Dedham Vale AONB Management Plan</b>                    | 2004, revised 2010  |
| <b>Essex County Council Rights of Way Guidance</b>         | January 2011  |
| <b>Air Quality Management Guidance Note</b>                | August 2012   |
| <b>Tollgate Vision Statement</b>                           | July 2013   |
| <b>Stanway Southern Sites Access Development Brief</b>     | December 2013   |
| <b>Developing a Landscape for the Future</b>               | September 2013  |
| <b>Essex County Hospital Design Brief</b>                  | December 2014   |
| <b>Magdalen Street Development Brief</b>                   | February 2014   |
| <b>Magdalen Street Sidings Development Brief</b>           | August 2014   |
| <b>Archaeology Guidance</b>                                | October 2015  |