

# Local development scheme 2021

Lichfield District Council

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## 1. The purpose of the local development scheme

- 1.1 Councils are required to produce a local development scheme (LDS) under section 15 of the [Planning and Compulsory Purchase Act 2004](#) (as amended by the Localism Act 2011). The local development scheme must specify the documents which when prepared will comprise the local development documents for the area. For Lichfield District the local development documents are the [local plan](#) which is a development plan document (DPD) and any [supplementary planning documents](#) (SPDs).
- 1.2 This local development scheme, sets out the timetable for the production of the local development documents which will be produced by Lichfield District Council over the next three year period (March 2021 to March 2022). This supersedes the council's 2020 LDS. It enables everyone to know the timetable for the production of the local plan and any supplementary planning documents if known at the time of producing the LDS<sup>1</sup>.
- 1.3 The [national planning policy framework](#) (NPPF) and the associated [planning practice guidance](#) (PPG) sets the national context. The council must take account of this national policy in preparing plans. This national policy may also be relevant to decisions on individual planning applications and appeals.
- 1.4 The current development plan for Lichfield District comprises the [local plan strategy](#) which was adopted in 2015 and the [local plan allocations](#) document which was adopted in July 2019. In addition there are a number of adopted or 'made' [neighbourhood plans](#) within the district which form part of the development plan for their area.
- 1.5 The local plan is accompanied by other planning documents which are not local plan documents, these documents, including SPDs, [statement of community involvement](#) (SCI) and the [authority monitoring report](#) (AMR), [section two](#) of this local development scheme provides the context to their relationship with the local plan.
- 1.6 The local development scheme is available in hard copy from the District Council on request. It will be subject to an annual review linked to the Lichfield District Council's [authority monitoring report](#).

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<sup>1</sup> Local planning authorities can decide to produce an SPD without it being identified within the Local Development Scheme.

## 2. Content of the local development scheme

### Local development plan documents

- 2.1 Within the district the adopted development plan documents (DPDs) are the [local plan strategy](#) and the [local plan allocations](#) and the [made neighbourhood plans](#). The local plan strategy and allocations documents will be replaced with a document called the Lichfield District local plan 2040 (formerly called the local plan review). The DPDs provide the framework for managing development, addressing key planning issues and guiding investment across the Lichfield District.

### Lichfield District local plan 2040

- 2.2 The council began reviewing its local plan in April 2018 to meet its commitment within the local plan allocations document and the requirement of the [national planning policy framework](#) to undertake regular reviews of local plans. The District Council is undertaking a comprehensive review of its evidence base and continues to work proactively with partners. It is not proposed to prepare any joint local plan documents with other authorities requiring adoption by all parties.
- 2.3 The following describes the content, coverage, status, chain of conformity and key stages within the timetable for the production of the Lichfield District local plan 2040.
- Role and content of the local plan 2040: To produce a document that will review the Local Plan in totality. The document will set a framework for the future sustainable development of the Lichfield District. It will set out the spatial profile and issues facing the district and a vision of how Lichfield District will appear in 2040. It will contain strategic objectives and priorities and a spatial strategy with strategic and non-strategic policies to guide future sustainable development.
  - Coverage: The local plan 2040 will cover the whole of the district.
  - Status of the document: The local plan 2040 is a development plan document.
  - Conformity: The local plan 2040 will be in conformity with the [national planning policy framework](#), influenced by local strategies and other cross boundary strategic matters underpinned by relevant and up to date local evidence.
  - Time table for the local plan 2040:

Local plan 2040 key stage	Date
<a href="#">Local plan review: scope, issues and options</a>	April 2018
<a href="#">Local plan review: preferred options and policy directions</a>	January 2019
<a href="#">Local plan review: preferred options</a>	November 2019
Local plan 2040 publication	Summer 2021
Submission for examination in public	Autumn 2021
Examination in public	Winter 2021/2022
Adoption of local plan 2040	Autumn 2022

## Neighbourhood plans

- 2.4 The [Localism Act 2011](#) enables local communities to produce a neighbourhood plan to support the development of their area. A neighbourhood plan becomes part of the statutory development plan once it has been agreed at a referendum and is made (brought into legal force) by the local planning authority. Applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise.
- 2.5 The District Council supports the development of neighbourhood plans which once made will form part of the development plan for their area. At present there are 19 designated neighbourhood areas where neighbourhood plans have either been adopted or are being progressed. At the time of the publication of this local development scheme 11 [neighbourhood plans have been made](#) and form part of the adopted development plan. The [Burntwood neighbourhood plan](#) is awaiting its referendum, scheduled for May 2021. At the time of writing the remaining designated neighbourhood areas are: Colton, Fazeley Mile Oak and Bonehill, Hammerwich, Kings Bromley, Mavesyn Ridware, Streethay and Wall.
- 2.6 Details of each neighbourhood plan is available on the [District Council's website](#).

## Other supporting documents

### Supplementary planning documents

- 2.7 Supplementary planning documents (SPDs) expand on policies and proposals contained in the local plan. They do not form part of the statutory development plan and are not subject to formal independent examination. No further supplementary planning documents are currently proposed and the following table shows the [supplementary planning documents](#) with the date they were adopted:

Supplementary planning document	Date adopted
<a href="#">Rural development</a>	December 2015
<a href="#">Historic environment</a>	December 2015
<a href="#">Sustainable design</a>	December 2015 <sup>2</sup>
<a href="#">Biodiversity and development</a>	May 2016
<a href="#">Developer contributions</a>	May 2016
<a href="#">Trees, landscape and development</a>	May 2016
<a href="#">Rugeley power station development brief</a>	April 2019

### Statement of Community Involvement

- 2.8 The council's [statement of community involvement](#) (SCI) sets out the standards that the District Council intends to achieve in relation to involving the community in the preparation, alteration and continuing review of all local development documents and in development management decisions. The SCI goes beyond the statutory minimum requirements for consultation.

<sup>2</sup> Appendix A of the Sustainable design supplementary planning document was updated in spring 2019.

## Sustainability appraisal

- 2.9 Where required development plan documents will be subject to a [sustainability appraisal](#) (SA) that fully meets the requirements of the strategic environmental assessment (SEA) directive. The main purpose of an SA is to appraise the social, environmental and economic effects of strategies and policies from the outset of the preparation process, so that decisions can be made that accord with the objectives of sustainable development. The sustainability appraisal process will be completed to support the various plan making stages as required by the legislation.

## Habitats regulations assessment

- 2.10 A [habitats regulations assessment](#) identifies whether a plan is likely to have a significant effect on a European site, either alone or in combination with other plans or projects. This assessment must determine whether significant effects on a European site can be ruled out on the basis of objective information.

## Authority monitoring report

- 2.11 Local planning authorities are required to publish an annual report that monitors the progress and implementation of their local plans. It must specify whether adopted policies are meeting their stated objectives. The District Council's [authority monitoring reports](#) (AMRs) are available on the [council's website](#) with the latest version published in August 2020.

## Infrastructure delivery plan and infrastructure funding statement

- 2.12 An [infrastructure delivery plan](#) (IDP) sets out what infrastructure improvements will be required to help deliver the aspirations of the local plan. It includes transport improvements, social and community facilities, utility services and green spaces, it sets out what is committed and what will be required to deliver the local plan as well as the longer term and aspirational infrastructure projects within the district.
- 2.13 The council is required to publish an [infrastructure funding statement](#) (IFS) each year which provides a summary of the financial and non-financial planning obligations which have been sought and received by the council. Lichfield District Council seeks such obligations through the community infrastructure levy (CIL) and section 106 agreements (S106). Both S106 agreements and CIL are used to provide for supporting infrastructure associated with new development.

## Community infrastructure levy

- 2.14 The [community infrastructure levy](#) (CIL) is a planning charge, introduced by the Planning Act 2008 as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area. It came into force on 6 April 2010 through the [Community Infrastructure Levy Regulations 2010](#) (as amended) and is based on a charge per square metre of development.
- 2.15 Lichfield District Council adopted its [CIL charging schedule](#) on 19 April 2016 with charging commencing from 13 June 2016. A CIL charge applies to all relevant applications determined on or after this date. A number of policies to support the council's CIL process have been adopted:
- [Exemptions, relief and exceptional circumstances policy](#).
  - [Instalment policy](#).
  - [Payment in kind policy](#).

- [Surcharges and enforcement policy.](#)
- [Governance administration procedures.](#)

### 3. Background evidence

- 3.1 When preparing its local development documents the council seeks to ensure that these are integrated with and complimentary to a range of adopted policies and strategies, including those produced by other partners. This helps us ensure issues which also affect our neighbours and partners are addressed as part of our duty to cooperate.
- 3.2 A wide range of background work needs to be undertaken and taken into account when preparing the local plan. This background work will be the evidence base that supports the strategy and policies of the local plan. Some of the evidence base studies will be undertaken in house, however specialist knowledge will be required for other studies and as such will be undertaken by consultants.
- 3.3 The range of strategies, policies and background technical studies includes the following documents, the full locally prepared evidence base can be viewed on the [District Council's website](#).

## 4. Resources, monitoring and review

- 4.1 The broad resources and management arrangements for each local development document are primarily located within the [spatial policy and delivery team](#) at the council. However, there will be significant involvement of other officers across the District Council and assistance from other organisations for example Staffordshire County Council, for example in relation to transportation and education issues.
- 4.2 Throughout the process the input from our elected members will be vital and this will be through the relevant council committees.
- 4.3 There will always be a degree of uncertainty associated with preparing the timetable within the local development scheme such as a new technical information, other reviews and other unforeseen circumstances that warrant changes or review may delay the production of the local plan. In order to identify any issues as soon as possible the council will monitor the progress of the preparation of the local plan and neighbourhood plans through the [authority monitoring report](#).
- 4.4 The council has carried out a risk assessment of the projects contained in this document as set out in the table below.

<b>Risk</b>	<b>Impact</b>	<b>Mitigating actions</b>
New national policies published.	Additional work to comply with new requirements.	Respond to changes as early as possible.
Level of public engagement proves greater than the assumption made.	Increased time required for public and stakeholder involvement. Possible programme slippage.	Build in some flexibility in programme. Monitor progress. Consider drawing in additional resources.
Staff turnover and difficulties in recruitment.	Reduced capacity may cause slippage in Local Plan preparation.	Fill vacancies promptly where possible. Consider re-deployment to meet key targets and milestones. Consider recruitment incentives. Consider using consultants where specific expertise is required.
Unforeseen pressures on staff time for other work.	Staff diverted to other work may cause slippage in Local Plan preparation.	Local plan to be a strategic plan priority. Closely manage staff tasks and consider re-deployment.

<b>Risk</b>	<b>Impact</b>	<b>Mitigating actions</b>
Insufficient financial resources, including lower levels of grant than anticipated.	Danger that quality of evidence base is compromised and/ or key milestones unable to be met.	Closely monitor costs.
Commissioned evidence not delivered on time.	Key milestones unable to be met.	Closely monitor delivery of contracts.
IT systems unreliable or inadequate for consultation and Examination processes.	Possible delays in consultation administrative processes causing slippage.	Ensure corporate liaison on IT and communications issues. Invest early in IT systems.
Local development scheme programme too ambitious.	Key milestones may not be met.	Use experience already gained to ensure programme is realistic. Monitor progress of the LDS through the authority monitoring report. Prioritise documents.
Planning Inspectorate unable to meet post submission process timescales.	Examination and/ or report is delayed and key milestones not met.	Close liaison with the Planning Inspectorate to ensure problems identified.
Local plan document found unsound.	Document requires additional work and repetition of specific stages of the process.	As far as possible ensure evidence base is robust and up-to-date on submission. Engage with the community and stakeholders. Critical friend analysis prior to submission.
Legal challenge	Possible quashing of document or requirement to repeat work.	Ensure regulations complied with and processes audited. Carefully consider inspector's recommendations.