

Cheltenham Borough Council
Cabinet – 5 April 2022
Local Development Scheme

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| Accountable member | Cllr Rowena Hay, Leader of the Council Cllr Martin Horwood, Cabinet Member Customer & Regulatory Services |
| Accountable officer | Tracey Birkinshaw, Director of Planning |
| Ward(s) affected | All |
| Key Decision | Yes |
| Executive summary | The Cheltenham Borough Local Development Scheme (LDS) outlines the timetable for preparing statutory development plan documents in the Borough. The published version (adopted by the Council in 2017) requires revision as the timetable is now out of date and an up to date LDS is required to outline the reviews of Joint Core Strategy (JCS) and Cheltenham Plan. |
| Recommendations | Cabinet is asked to: 1. Adopt the updated Local Development Scheme for Cheltenham Borough, attached to the report at Appendix 2; 2. Delegate authority to the Head of Planning, in consultation with the Leader of the Council and the Cabinet Member Customer and Regulatory Services, to prepare the Local Development Scheme for publication. |

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| Financial implications | None arising from this report Contact officer: Gemma Bell, Gemma.Bell@cheltenham.gov.uk |
| Legal implications | The preparation and maintaining of a Local Development Scheme is required under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). This must specify (among other matters) the documents which, when prepared, will comprise the Local Plan for the area and the timetable for the preparation and revision of those documents. The Local Plan, together with Neighbourhood Plans making the Development Plan for the Borough. |
| HR implications (including learning and organisational development) | None arising from this report Contact officer: Georgie Tweddell, HR Business Partner, Publica georgie.tweddell@publicagroup.uk |
| Key risks | As outlined in Appendix 1. |
| Corporate and community plan Implications | None arising from this report. However, the documents subject to the programme set by the Local Development Scheme are key documents that support the delivery of the corporate plan. |
| Environmental and climate change implications | None arising from this report. However, the documents subject to the programme set by the Local Development Scheme are key documents in the delivery of sustainable growth of Cheltenham. The outcomes of the statutory development plan will be key tools in articulating part of the council's response to the Climate Emergency. |
| Property/Asset Implications | None arising from this report Contact officer: Gemma Bell, Gemma.Bell@cheltenham.gov.uk |

1. Background

- 1.1 Local Planning Authorities are required by law to prepare, publish, and maintain a Local Development Scheme setting out the timetable for preparing statutory development plan documents, which form the Local Plan.
- 1.2 The Council's current LDS was adopted in 2017 and is in need of an update.

2. Reasons for recommendations

- 2.1 The purpose of the LDS is to set out the documents that will comprise the Local Plan and which will be prepared by Cheltenham Borough Council. It also needs to give details as to what they will contain and their production schedule. It is important that plans for the future of the Borough are produced in a timely and efficient manner. If they are not, development which is necessary for the Borough's continued growth and prosperity may be delayed or abandoned, the coordination of housing development and infrastructure provision may be difficult to achieve and there is the potential for development to be approved on appeal in locations that the Council does not consider suitable.
- 2.2 The Development Plan Documents that make up Cheltenham Borough Council's Local Plan (as already set out in the current LDS) are:
 - The JCS (strategic level document allocating large scale housing and employment sites – covers matters relating to Gloucester, Cheltenham and Tewkesbury areas); and
 - the Cheltenham Plan (Borough level document looking at issues specific to Cheltenham Borough, for example non-strategic development/site allocations, heritage and economic strategies).
- 2.3 The Development Plan is also made up of any Neighbourhood Development Plans (NDP) that are 'made'. NDPs are developed by local communities, with assistance from the Borough Council. Therefore, these plans are not directly progressed by the Borough Council and the timescales for their development are largely dependent on local communities. As such, the LDS does not contain detail on the timescales for any emerging neighbourhood development plans.
- 2.4 An updated LDS is presented at Appendix 2 to this report. It contains the latest timetable for the production of the Joint Core Strategy Review and the Cheltenham Plan Review. The key milestones for each are provided below.
- 2.5 Members' input will be sought throughout the process, particularly through the JCS Member Liaison Group and the Cheltenham Planning Liaison Members' Working Group (PLMWG). The latter has cross-party membership that meets on a regular basis and has a forward plan of items to discuss and input on.
- 2.6 The key stages for the Joint Core Plan are:
 - Issues and Options consultation – Winter 2018/19 COMPLETE
 - Preferred Options consultation – Spring 2023
 - Pre-Submission Consultation – Autumn 2023
 - Submission to the Secretary of State – Early Spring 2024

- Examination – Summer 2024
- Adoption – Early 2025

2.7 The key stages for the Cheltenham Borough Plan Review are:

- Issues and Options consultation – Spring 2023
- Preferred Options consultation – Autumn 2023
- Pre-Submission Consultation – Early Spring 2024
- Submission to the Secretary of State – Summer 2024
- Examination – Early 2025
- Adoption – Late 2025

3. Alternative options considered

3.1 Because the Local Development Scheme is a statutory requirement, there is no suitable alternative to its production.

4. Consultation and feedback

4.1 The Local Development Scheme functions as a maintained timetable of the Council's commitment to produce Development Plan Documents. As a statutory document its production and contents are set out in the Act and Regulations, and these do not specify wider consultation. However the development plan documents described within it are subject to detailed consultation requirements.

5. Performance management – monitoring and review

5.1 Performance against the LDS's milestones is monitored through the Authority Monitoring Report, which is prepared annually and made available via the council's website.

5.2 The LDS will be revised if there is a major change to the preparation of Development Plan Documents set out in Appendix 2, prior to submission of a Development Plan Document for examination, or after three years, whichever is the soonest.

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| Appendices | 1. Risk Assessment 2. Local Development Scheme |
| Background information | N/A |

Risk Assessment

Appendix 1

| The risk | | | | Original risk score (impact x likelihood) | | | Managing risk | | | | |
|-----------|---|--------------------------------|-------------|---|----------------|-------|---------------|---|----------|---------------------|------------------------------|
| Risk ref. | Risk description | Risk Owner | Date raised | Impact 1-5 | Likelihood 1-6 | Score | Control | Action | Deadline | Responsible officer | Transferred to risk register |
| | If the Council does not have an up to date local Development Scheme then it will not be performing part of its statutory duty | Senior Planning Policy Officer | 10.3.22 | 3 | 1 | 1 | Close | This risk will be mitigated by the Cabinet decision | 5.4.22 | Head of Planning | N/A |