

Report of:	Head of Economic Development
Contact Officer:	Mrs. C. Eggington
Telephone No:	01543 464326
Portfolio Leader:	Economic Development and Planning
Key Decision:	Yes
Report Track:	Cabinet: 24/03/16

CABINET**24 MARCH 2016****REVISED LOCAL DEVELOPMENT SCHEME AND PROCESS FOR OVERSEEING THE DEVELOPMENT OF THE LOCAL PLAN PART 2****1 Purpose of Report**

- 1.1 To update the Local Development Scheme to cover the period 2016 to 2019 and establish a process for overseeing the development of Local Plan Part 2.

2 Recommendations

That:

- 2.1 Cabinet recommends to Council that the revised Local Development Scheme detailed in Appendix 1 covering the period April 2016 – March 2019 is approved so that it can be brought into effect on 6 April 2016 under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).
- 2.2 Cabinet delegates overseeing the production of Local Plan Part 2 to the Head of Economic Development, working in consultation with a cross-party Member / officer working group with nominated Cabinet Members including the portfolio holder for Economic Development and Planning prior to approval of the relevant draft for public consultation by Cabinet and Council.
- 2.3 Cabinet notes that the latest population and household projections show that current local plan provision is not meeting Cannock Chase District's local housing need. The implication of this is that provision over the plan period up to 2028 may need to increase by at least 986 dwellings. This will be tested through the process of developing Local Plan Part 2.

3 Key Issues and Reasons for Recommendation

- 3.1 It is a requirement of the Planning and Compulsory Purchase Act 2004 that a planning authority must prepare a Local Development Scheme (LDS). This must be kept up to date, setting out which Local Development Documents (LDDs) the Council will be producing, the subject matter and geographical area which these will cover, and the timetable for their production.
- 3.2 The previous LDS was adopted in October 2012, and hence an updated version is now required, covering a three year period from April 2016 to March 2019.
- 3.3 The updated LDS covers the production of key documents including the Local Plan Part 2. Part 1 was adopted in June 2014 and sets out the strategic direction and policies for development of the District up to 2028. Part 2 relates to detailed site allocations and policy development) and Cannock Town Centre Area Action Plan. For completeness, the timetables for production of Supplementary Planning Documents (SPDs) have also been included in this LDS. There is no statutory requirement for their inclusion but this approach does illustrate how planning policy documents all relate to one another.
- 3.4 Production of the Local Plan and other key policy documents is complex and a number of statutory stages are involved including the need to prepare them for submission to the Secretary of State for independent examination by a Planning Inspector and the need for public consultation. Previously, key planning policy matters were reported to Economic Development and Planning Policy Development Committee and where required they would also be reported to Cabinet and Full Council.
- 3.5 Since the Council has restructured its committees, the process for overseeing the production of Local Development Documents (ie Local Plan Part 2 and the Cannock Town Centre Area Action Plan) needs reviewing, as the committees these matters would previously have been reported to no longer exist.
- 3.6 The replacement committee structure creates a challenge for overseeing such policy development, as planning policy is cross cutting and therefore does not have a natural 'home', other than to report to each of the new scrutiny committees which would be a lengthy and unwieldy process. A more streamlined option would seem to be to form a cross party Member / officer working group who, in conjunction with the portfolio holder for Economic Development and Planning, could assist the Head of Economic Development in preparing documents ready for consultation, or – at an appropriately advanced stage of the document's production – would be able to approve the document for referral to Cabinet.

4 Relationship to Corporate Priorities

- 4.1 This report supports the Council's Corporate Priorities as follows:-
- 4.2 **Better Jobs and Skills:** Economic Growth is at the heart of the national planning agenda and Local Plan Part 1 set the strategic context to enable more detailed local policy and site allocations to be developed through Local Plan Part 2, and the development of an area Action Plan for Cannock Town Centre.
- 4.3 **More and better housing:** progression of Local Plan Part 2 will enable sites to be allocated to ensure that housing delivery meets our local targets and complies with local policy to ensure local needs are met.
- 4.4 **Cleaner and Safer Environments:** environmental protection and enhancement, including crime reduction through safer design is a key aim of the Local Plan and other supporting planning policy
- 4.5 **Better Health Outcomes:** planning policy enables decisions to be made which improve the health of local communities for example setting standards for access to – and type of – open space, sport and recreation, provision and protection of community services and facilities and supporting the retention and development of infrastructure (eg cycleways, public transport, health centres etc) which contribute to improved health and wellbeing.
- 4.6 This report is important in achieving the above as it sets out the project plan and corporate mechanisms for overseeing the development and adoption of planning policy.

5 Report Detail

- 5.1 Section 15 of the Planning and Compulsory Purchase Act 2004, as amended by the Localism Act 2011 requires that the local planning authority must prepare and maintain an up to date Local Development Scheme (LDS) which sets out the Local Development Documents it intends to prepare, which of these will be Development Plan Documents, and the timetable for their preparation and revision.
- 5.2 The LDS needs to set out clearly the time period it will cover. The new LDS will come into effect at the date of its adoption ie resolution by Full Council on 6th April 2016 and from that date covers a three year time span to March 2019.
- 5.3 In compliance with Section 111 of the Localism Act the revised LDS also needs to set out amendments to the scheme. The previous LDS, which covered the time period from October 2012 to the present time, can be viewed on the Council's website at www.cannockchasedc.gov.uk/planningpolicy. The following paragraphs set out where the changes to the previous scheme are, and therefore what has since changed and the reasons for this.

- 5.4 The scope of the LDS has been widened to encompass progression on Neighbourhood Plans and to show timescales and issues relating to Supplementary Planning Documents (SPDs). This is important to illustrate the full picture in relation to both adopted and emerging planning policy. Neighbourhood Plans are optional, and community led, but must broadly conform to the policies in the Local Plan. They are subject to independent examination and voted on by local communities at local referendum which, subject to a simple majority 'yes' vote can then be adopted as part of the Development Plan for the District. Supplementary Planning Documents add local detail to the adopted policies of the Local Plan (and thus must conform to the 'higher level' strategy).
- 5.5 The timescale for producing Part 2 of the Local Plan has been increased by 16 months as it was initially intended that it would be at the Proposed Submission stage by January 2016 with Examination in August and adoption in February 2017. The revised Scheme is now working towards an adoption date of June 2018. The main reason for the timescale revision is the need for Local Plan Part 2 to take account of any requirement of this Council to help address a housing shortfall arising as a result of more up to date population and household projections. The Council is currently required to deliver 241 dwellings per annum, but a recent report published in August 2015¹ has shown that we now need to be delivering a minimum of 299 per annum. This figure, equating to almost a 1000 home shortfall relating directly to Cannock Chase District, forms part of a cumulative housing shortfall of 37,600 homes across the Greater Birmingham Housing Market Area (GBHMA). Work has been – and is still - ongoing with partners across the GBHMA to address the matter of the wider shortfall and the Local Plan Part 2 will need to take account of its conclusions including any potential implications in relation to the Green Belt.
- 5.6 To assist with swift delivery of Local Plan Part 2 (in line with the Government's aim to progress Local plans as quickly as possible), the Preferred Option stage (which is non statutory) has been removed from this LDS, with the intention to incorporate this into the Proposed Submission document which will now follow on from the initial Issues and Options consultation stage.
- 5.7 An Area Action Plan for Cannock Town Centre has been introduced as a new Development Plan Document. This was a potential option set out in Policy CP11 of the adopted Local Plan Part 1 and since supported by the Cannock Chase Retail and Leisure Study, November 2015.
- 5.8 The staffing and resourcing section in Section 7 has been updated to reflect changes to the team and the changes in work distribution. This reflects the changes to corporate structures at the management level with the Head of Planning and Regeneration and Planning Services Manager now being replaced by the Head of Economic Development and the Planning and Economic Development Services Manager.

¹ Strategic Housing Needs Study Stage 3 Report (Greater Birmingham and Solihull LEP & Black Country Local Authorities) August 2015

- 5.9 The Planning Policy Manager's post remains the same, but instead of one full time Principal Officer and one full time Senior Officer, there are now two Principal Officers who each work four day weeks. One of these Principal posts covers Conservation, both in terms of policy development and in an advisory capacity to other services and it estimated that the conservation aspects of the post take up at least 50% of this officer's time. The other Principal Post includes work on implementing and managing CIL, leaving less time for development plan work. Therefore instead of 80% of each Officers' time now being spent on the Development Plan (as in 2012) it is estimated that this is now a maximum of 70% - but bearing in mind that this 70% is now pro rata across a four day week and incorporates Development Plan related conservation work, as well as work required under the Duty to Co-operate (so a great deal of time is now spent working with other Authorities in relation to their development plans as is required by law).
- 5.10 In 2012, there was also a full time Planning Officer Post. This has reduced to two days a week, and focuses almost solely on transport issues in line with a revised job description.
- 5.11 The full time Assistant Planning Officer, and the part time Technical Assistant posts (2.5 days per week) remain the same. It should be noted that the latter post also undertakes a great deal of corporate monitoring work so around 30 – 50% of this time is spent on this.
- 5.12 The new LDS takes account of wider changes both in terms of corporate structures and changes in terms of the stakeholders and partnerships who are involved in the Development Plan at all its stages and updated text and diagrams are incorporated.
- 5.13 The LDS also provides updated text in terms of changes governance and the political process at the Council and explains how a reorganisation of the Council's committee structures in 2015 replaced the Policy Development Committees (PDCs) with Scrutiny Committees which cannot perform the same role. As a result this now places increased onus upon direct consultation with relevant Cabinet Leaders and local ward members, hence the request that Cabinet considers the nomination of some of its Members to work with officers through a new working group to oversee the process of developing Local Plan Part 2 and the Cannock Town Centre AAP.
- 5.14 Members are advised that the timescale for producing Local Plan Part 2 is especially ambitious, however there is an urgent need to get a complete Local Plan in place to ensure that the District remains well planned for and sets a clear framework for balancing development with environmental protection in the area.
- 5.15 However, Members also need to be aware that there are many issues affecting this timetable which are beyond the Council's control. The Council is playing a proactive role in working with other Councils across the GBHMA to address the cumulative housing shortfall, and this work will then help to inform the Spatial Plan for Recovery and Growth which is to be developed by the GBSLEP. However, this context is constantly evolving and may still yet have

the capacity to require intended timescales to be reconsidered. Furthermore, significant changes to the national planning system are being proposed through the Housing and Planning Bill, and it is not certain yet what the impact of such changes may be at the local level.

- 5.16 It is vital that the Council has an up to date Local Development Scheme in place, hence the reason for this report. However, Members are advised that – depending on the issues raised above – this will potentially need revising again in the near future once the contextual situation becomes clearer.

6 Implications

6.1 Financial

The budget for 2016 – 17 to 2018 – 19 includes provision of £100,000 per annum to fund external professional and technical support in respect of the proposed Local Development Scheme. The proposed Local development Scheme proposes no changes to existing staffing levels.

6.2 Legal

It is a requirement of the Planning and Compulsory Purchase Act 2004 that a planning authority must prepare a Local Development Scheme (LDS). This must be kept up to date.

6.3 Human Resources

Delivering the Development Plan to the necessary but ambitious timescales set out in the report is based upon an assumption of full staffing levels, the policy context (regionally and nationally) as it currently stands, and distribution of the workload (expressed as a percentage of each officer's time) being a minimum focus upon working specifically upon the development plan itself, primarily Local Plan Part 2 and the Cannock Area Action Plan.

6.4 Section 17 (Crime Prevention)

There are no Crime Prevention implications specifically in the report although the Development Plan itself contributes to crime prevention and the reduction of crime.

6.5 Human Rights Act

The extensive consultation procedures provided for by the Planning & Compulsory Purchase Act 2004 cover human rights matters in terms of the Development Plan.

6.6 Data Protection

No issues arising directly as a result of this report.

6.7 Risk Management

Even though there is a significant chance this revised LDS will again need to be revised shortly given expected changes to national planning policy, not updating the LDS would mean the Council is not complying with the requirements of the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011, therefore it is important that this version is brought into effect as soon as possible. Members' attention is also drawn to paragraph 6.3 which sets out the assumptions made in terms of staffing levels and resourcing.

6.8 Equality & Diversity

No issues specifically arising from this report, however the Development Plan itself is subject to Equality Impact Assessment.

6.9 Best Value

There are no Best Value implications arising directly as a consequence of this report.

7 Appendices to the Report

Appendix 1: Local Development Scheme 2016 - 2019

Previous Consideration

None.

Background Papers

- Local Development Scheme 2012 and previous iterations can all be viewed at www.cannockchasedc.gov.uk/planningpolicy
- Planning and Compulsory Purchase Act 2004
- Localism Act 2011
- Local Plan Part 1 (adopted June 2014)
- Cannock Chase Retail & Leisure Study November 2015
- Greater Birmingham and Solihull LEP / Black Country Local Authorities Strategic Housing Needs Study Stage 3 report, Peter Brett Associates August 2015

APPENDIX 1

Cannock Chase Local Development Scheme (LDS)

April 2016

The LDS is produced by the Planning Policy Unit of Planning Services at Cannock Chase Council. To order further copies or for information:

Write to:

Planning Policy
Cannock Chase Council
PO Box 28
Beecroft Road
Cannock
Staffordshire
WS11 1BG

Email: planningpolicy@cannockchasedc.gov.uk

Phone: (01543) 462265

Website: <http://www.cannockchasedc.gov.uk/planningpolicy>

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1. INTRODUCTION

The Local Development Scheme (LDS)

- 1.1 This LDS helps explain how the various component parts of the Development Plan fit together. It provides an update on existing document production, including compliance with timescales and identifies where documents should be added, deleted or merged. The LDS sets out a three-year programme for producing Development Plan Documents (DPDs). In particular, it details:
- which DPDs the Council is to prepare and the topics they will cover;
 - the timetable for preparing the documents and their subsequent monitoring; and
 - the relationship between DPDs, in the 'chain of conformity'.
- 1.2 Since the General Election in May 2010, fundamental changes have taken place to the way the planning system functions. A key component driving change is the Localism Act, which devolves some power and decision-making down to local authority level. The LDS no longer needs to be submitted for Government approval. A National Planning Policy Framework has also been in place since 2012 which provides the national context to which the Development Plan should conform. Further changes to the system are anticipated as set out in the Housing and Planning Bill 2015.
- 1.3 The LDS will inform the public and other organisations as to the Council's intentions for the production of the Development Plan over the next three years. Further information is given in the supporting statement in section 5.
- 1.4 The LDS will be subject to review and updating as appropriate.

The Cannock Chase Development Plan

- 1.5 The **Development Plan** for Cannock Chase District primarily consists of:
- (a) **Development Plan Documents** prepared by Cannock Chase Council
 - (b) **Minerals and Waste DPDs** prepared by Staffordshire County Council
 - (c) **Neighbourhood Plans** (once made), although there are no made Neighbourhood Plans in the District at this point with two designated Neighbourhood Areas and associated plans in the early stages of preparation by local communities (Brereton & Ravenhill and Hednesford).
- 1.6 As the Local Planning Authority, Cannock Chase Council is responsible for preparing the Development Plan consisting primarily of Development Plan Documents (DPDs) setting policy and Supplementary Planning Documents (SPDs elaborating policy). Other supporting documents are the Statement of Community Involvement (SCI), the Authorities Monitoring Report (AMR) and the LDS. DPDs are statutory documents which will be the subject of rigorous community involvement and independent examination. SPDs, while

forming part of the Development Plan and subject to community involvement will not be subject to independent examination. DPDs are subject to a sustainability appraisal.

- 1.7 The preparation of each DPD consists of the following main stages:
- Pre-Production: Survey and evidence gathering leading to a decision to include a Development Plan Document in the Local Development Scheme;
 - Public Participation: Preparation of documents in consultation with the community, leading to preparation of the Development Plan Document;
 - Publication: Consultation on a draft Development Plan Document prior to submission
 - Submission: Final submission of a Development Plan Document for examination
 - Examination: The independent examination by a Planning Inspector into the soundness of the plan; and
 - Adoption: Receiving the report of the Planning Inspector and adoption.
 - In the case of Neighbourhood Plans however, it should be noted that the process for these is governed by a separate process as set out in the Neighbourhood Planning Regulations.
- 1.8 The Council has produced the following DPD
- **Local Plan Part 1 incorporating a Core Strategy and Rugeley Town Centre Area Action Plan.** This was adopted on 11th June 2014
- 1.9 The Council will be producing the following DPDs
- **Local Plan Part 2 incorporating site specific allocations and planning standards**
 - **Cannock Town Centre Area Action Plan**
- 1.10 An adopted Policies Map must also be prepared as part of the Development Plan and will be revised at the same time as any DPD is adopted. This includes Minerals and Waste DPDs which are the responsibility of the County Council.
- 1.11 Other DPDs may be prepared, at the discretion of the Council to address identified needs and problems and if required, will be added to a future LDS revision.
- 1.12 The Council has also prepared a **Statement of Community Involvement (SCI)** (Adopted March 2014). This details the Council's approach to involvement of the community and stakeholders and associated consultation in the preparation of the Development Plan.
- 1.13 The Council is finalising a **Design SPD** which is due to be adopted Spring 2016.
- 1.14 The Council adopted a **Developer Contributions and Housing Choices SPD** in June 2015. This is being kept under review in the light of the impending changes to the Planning system through the Housing and Planning Bill and may be subject to revision as a result.

- 1.15 There are a number of **Conservation Area Management Plan SPDs**: Rugeley Town Centre; Brereton; Bridgtown; Cannock Town centre (all adopted April 2014) ; Sheepfair (approved for consultation); Rugeley Talbot Street, Rugeley Church Street and Trent & Mersey canal (all in progress) and these are / will be informed by Conservation Area Appraisals. A generic 'Conservation Areas Management Plan' was also adopted April 2014: this is the overarching policy for all District Conservation Areas, with detailed policy in the individual Conservation Area Management Plans. (see Section 6)
- 1.16 The Development Plan will remain the starting point for the determination of planning applications for the development or use of land. (Section 38(6) Planning and Compulsory Purchase Act, 2004).

2. PRESENT POSITION

- 2.1 The first LDS was brought into effect by the Council in February 2005. The first review of the LDS was originally approved by the Council's Cabinet in April 2006 and submitted to GOWM (now abolished), but not brought into effect in a modified form until March 2008. A second revision came into effect in April 2009 and took account of regulation amendments introduced during 2008. A further revision came into effect in October 2012 to reflect the changes brought about by the coalition government. This most recent revision reflects further changes and a revised timetable for the production of the Local Plan Part 2.
- 2.2 Current Government advice to local authorities is that the LDS should be regularly reviewed and revised, in particular, where new documents need to be produced or where there has been slippage in document production. These issues have been highlighted in the Authorities Monitoring Reports (AMRs) and on the Councils website.
- 2.3 In addition to the LDS, the Council has prepared a Statement of Community Involvement (March 2014, this replaced the previous version from 2006).
- 2.4 The Local Plan Part 1 was adopted in June 2014. This provides the strategic context and a strategic housing allocation (land west of Pye Green Road). Local Plan Part 2 will contain site specific allocations and planning standards to support the objectives of Local Plan Part 1. Standards will include those relating to Parking (eg Parking Spaces and Servicing Requirements). Local Plan Part 2 will also consider how the District will help to accommodate some of the identified cumulative shortfall across the Greater Birmingham Housing Market Area (GBHMA) which includes a shortfall directly in relation to Cannock Chase District. An Area Action Plan (AAP) for Cannock Town Centre is also to be produced. Further elaboration of policy and setting of standards is set out in a suite of SPDs as set out in paragraphs 1.13 – 1.16 above and further detail is set out in Section 6

3. THE DEVELOPMENT PLAN

- 3.1 The Development Plan currently consists of the adopted Local Plan Part 1 (incorporating Rugeley Area Action Plan) which was adopted by Cannock Chase Council on 11th June 2014, with Part 2, and an area Action Plan for Cannock Town centre to follow. The Development Plan also consists of documents produced by Staffordshire County Council ie the Staffordshire and Stoke on Trent joint Waste Local Plan 2010 - 2026 which was

adopted on 22 March 2013 and the emerging Minerals Local Plan which was submitted for examination on 8th January 2016.

- 3.2 All DPDs must be subjected to Sustainability Appraisal (incorporating Strategic Environmental Assessment).

Development Plan Documents

- 3.3 The schedule of the proposed DPDs (Local Plan Part 2 and Cannock AAP) is set out in Table 1. A more detailed profile is given in section 4. Figure 1 demonstrates how the individual DPDs relate to each other to form the framework structure. The timetables for SPDs are also included.

FIGURE 1: CANNOCK CHASE DEVELOPMENT PLAN STRUCTURE

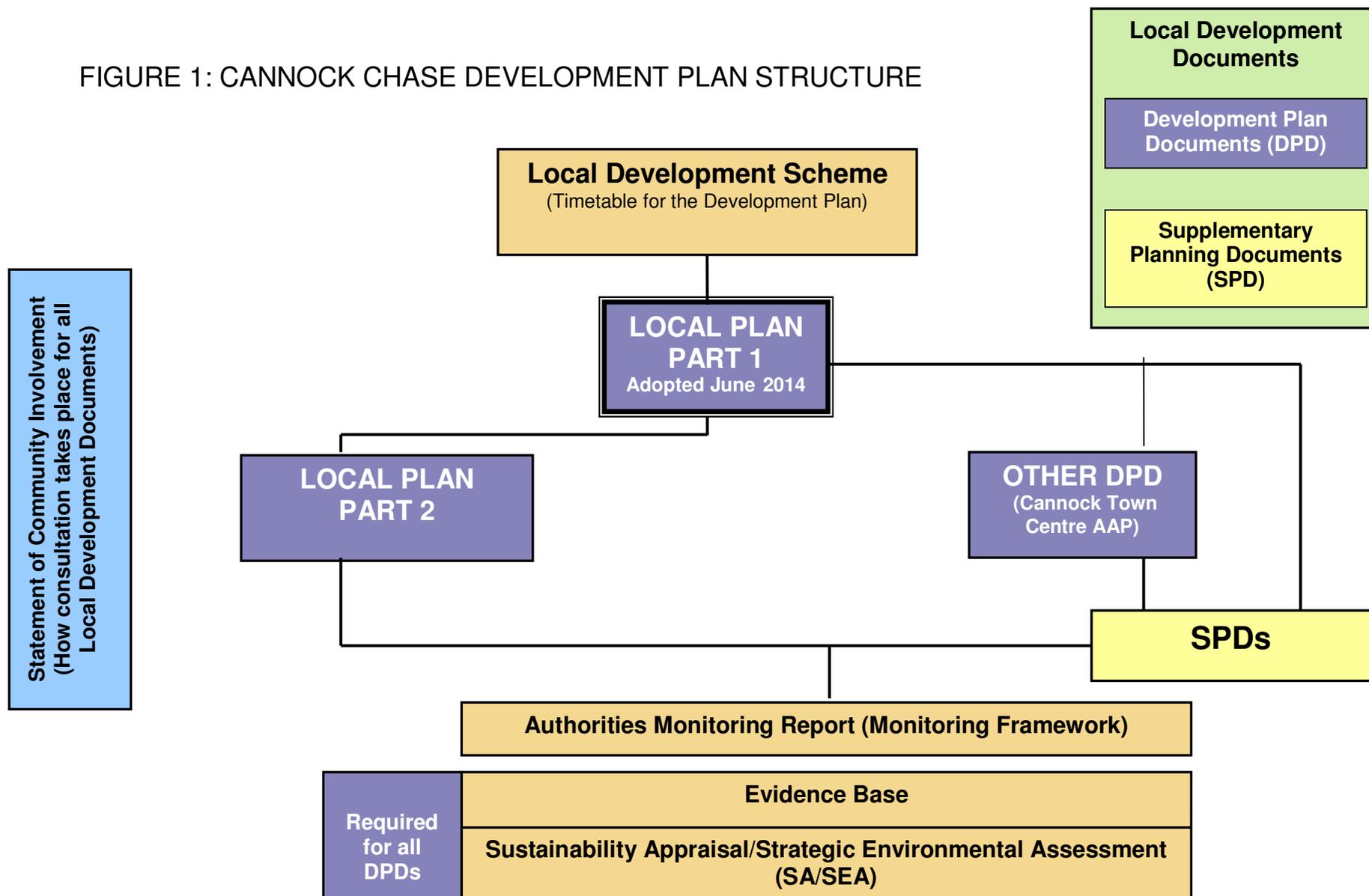


TABLE 1 - SCHEDULE OF PROPOSED DEVELOPMENT PLAN DOCUMENTS

Document Title	Status	Brief Description	Chain of Conformity	Commencement	Publication (Proposed Submission) DPD	Submission	Examination	Adoption Date
LOCAL PLAN PART 1	DPD	Sets out the Council's vision, objectives and spatial strategy to guide future development in the district. Also includes the Rugeley Town Centre Area Action Plan.	Must be in general conformity with NPPF	September 2004	February 2013	May 2013	September 2013	Adopted June 2014
LOCAL PLAN PART 2	DPD	Identifies specific development sites in order to meet land requirements and planning standards to support the objectives of Local Plan Part 1	Must be in general conformity with NPPF and Local Plan Part 1	June 2014 (Development of evidence, Issues & Options consultation to commence October 2016)	May 2017	September 2017	January 2018	June 2018
CANNOCK TOWN CENTRE AREA ACTION PLAN	DPD	Framework for encouraging regeneration at Cannock Town Centre	Must be in general conformity with NPPF and Local Plan Part 1	March 2016	November 2017	March 2018	July 2018	December 2018

4. DEVELOPMENT PLAN PRODUCTION TIMESCALE

4.1 Table 2 sets out the timescale for the production of Development Plan Documents

Stage	
	Commencement
	Issues & Options
	Preferred Option (optional stage)
	Proposed Submission DPD
	Submission
	Examination
	Adoption

TABLE 2 - PROGRAMME MANAGEMENT

Document Title	J 14	F	M	A	M	J	J	A	S	O	N	D	J 15	F	M	A	M	J	J	A	S	O	N	D	J 16	F	M	A	M	J	J	A	
Local Plan Part 2																																	
Cannock Town Centre AP																																	

Document Title	S	O	N	D	J 17	F	M	A	M	J	J	A	S	O	N	D	J 18	F	M	A	M	J	J	A	S	O	N	D	J 19	F	M	A	
Local Plan Part 2																																	
Cannock Town Centre AAP																																	

5. DEVELOPMENT PLAN DOCUMENT PROFILES

5.1 LOCAL PLAN PART 1	
DOCUMENT OVERVIEW	
Role and Subject	The first section is a strategic document providing the broad planning policy framework for the District. It details the Council's vision, objectives and spatial strategy to guide future development within the District up to 2028, including new housing and employment land required. Drawing on those strategies that have implications for the development and use of land within the District, it sets out a series of core policies to deliver the spatial planning strategy. The DPD also contains generic development management policies. The second section provides a framework for encouraging town centre regeneration in Rugeley (the Rugeley Area Action Plan).
Geographical Coverage	District wide and Rugeley Town Centre
Status	Development Plan Document (DPD)
Conformity	NPPF and associated National Planning Practice Guidance
TIMETABLE	
Stage	Date
Adopted	June 2014
ARRANGEMENTS FOR PRODUCTION	
Organisation Lead	N/A – adopted.
Political Management Arrangements	
Resources Required	
Community & Stakeholder Involvement	
MONITORING AND REVIEW	
Monitoring Arrangements	Authorities Monitoring Report
When Will the Document be Reviewed	Adopted

5.2 LOCAL PLAN PART 2	
DOCUMENT OVERVIEW	
Role and Subject	This DPD will allocate sites to support delivery of the objectives, in accordance with the development strategy for the District set out in the Local Plan Part 1. Policies setting out specific planning standards relating to matters such as open space standards will also be set out. The document will also consider how to accommodate some of the housing shortfall across the Greater Birmingham Housing Market Area, most of which arises from Birmingham.
Geographical Coverage	District wide, with site specific locations for particular needs
Status	Development Plan Document (DPD)
Conformity	Have regard to the NPPF and Local Plan Part 1.
TIMETABLE	
Stage	Date
Commencement	June 2014
Proposed Submission	May 2017
Submission	September 2017
Examination	January 2018
Adoption	June 2018
ARRANGEMENTS FOR PRODUCTION	
Organisation Lead	Planning and Economic Development Services Manager / Planning Policy Section
Political Management Arrangements	Consultation with appropriate Cabinet leads. Recommendation to Cabinet, with Cabinet decisions prior to publication stage. Full Council resolution required at Publication, Submission and Adoption stages.
Resources Required	Annual Development Plan budget and Planning Policy Section.
Community & Stakeholder Involvement	In accordance with the SCI
MONITORING AND REVIEW	
Monitoring Arrangements	Authorities Monitoring Report
When Will the Document be Reviewed	When necessary as a result of monitoring or consultation.

5.3 CANNOCK TOWN CENTRE AREA ACTION PLAN	
DOCUMENT OVERVIEW	
Role and Subject	This DPD will allocate sites and set relevant policy to support delivery of the objectives, in accordance with the development strategy for the District set out in the Local Plan Part 1.
Geographical Coverage	Cannock Town centre
Status	Development Plan Document (DPD)
Conformity	Have regard to the NPPF and Local Plan Part 1.
TIMETABLE	
Stage	Date
Commencement	March 2016
Proposed Submission	November 2017
Submission	March 2018
Examination	July 2018
Adoption	December 2018
ARRANGEMENTS FOR PRODUCTION	
Organisation Lead	Planning and Economic Development Services Manager / Planning Policy Section
Political Management Arrangements	Consultation with appropriate Cabinet leads. Recommendation to Cabinet, with Cabinet decisions prior to publication stage. Full Council resolution required at Publication, Submission and Adoption stages.
Resources Required	Annual Development Plan Budget and Planning Policy Section.
Community & Stakeholder Involvement	In accordance with the SCI
MONITORING AND REVIEW	
Monitoring Arrangements	Authorities Monitoring Report
When Will the Document be Reviewed	When necessary as a result of monitoring or consultation.

6 SUPPLEMENTARY PLANNING DOCUMENT PROFILES

- 6.1 The Council is finalising a **Design SPD** for adoption Spring 2016. The Council adopted a **Developer Contributions and Housing Choices SPD** in June 2015. This is being kept under review in the light of the impending changes to the Planning system through the Housing and Planning Bill and may be subject to revision as a result.
- 6.2 The following table sets out the current position in terms of Conservation Area Management Plans and their associated appraisals.

Town; Conservation Area (CA)	Appraisal	Management Plan SPD
Rugeley Town Centre	Adopted April 2012	Adopted April 2014
Rugeley; Talbot Street	Adopted 2005 Updated Appraisal in progress; Cabinet July 2016 for 6 week consultation	Cabinet July 2016 for 6 week consultation
Rugeley; Church Street	Adopted 2006 Updated Appraisal in progress: Cabinet July 2016 for 6 week consultation	Cabinet July 2016 then 6 week consultation
Trent and Mersey Canal	Adopted April 2012	Management Plan to Cabinet September 2016 for 6 week consultation
Brereton	Adopted 2009 Updated Appraisal to Cabinet September 2016	Adopted April 2014
Bridgtown	Adopted April 2014	Adopted April 2014
Cannock Town Centre	Adopted April 2014	Adopted April 2014
Rugeley; Sheepfair	Consultation February 2016 (6 weeks) Cabinet for adoption, July 2016.	Consultation February 2016 (6 weeks) Cabinet for adoption, July 2016.
Generic CA's Management Plan	(Not required)	Adopted April 2014

7. SUPPORTING STATEMENT

Strategic Planning Context

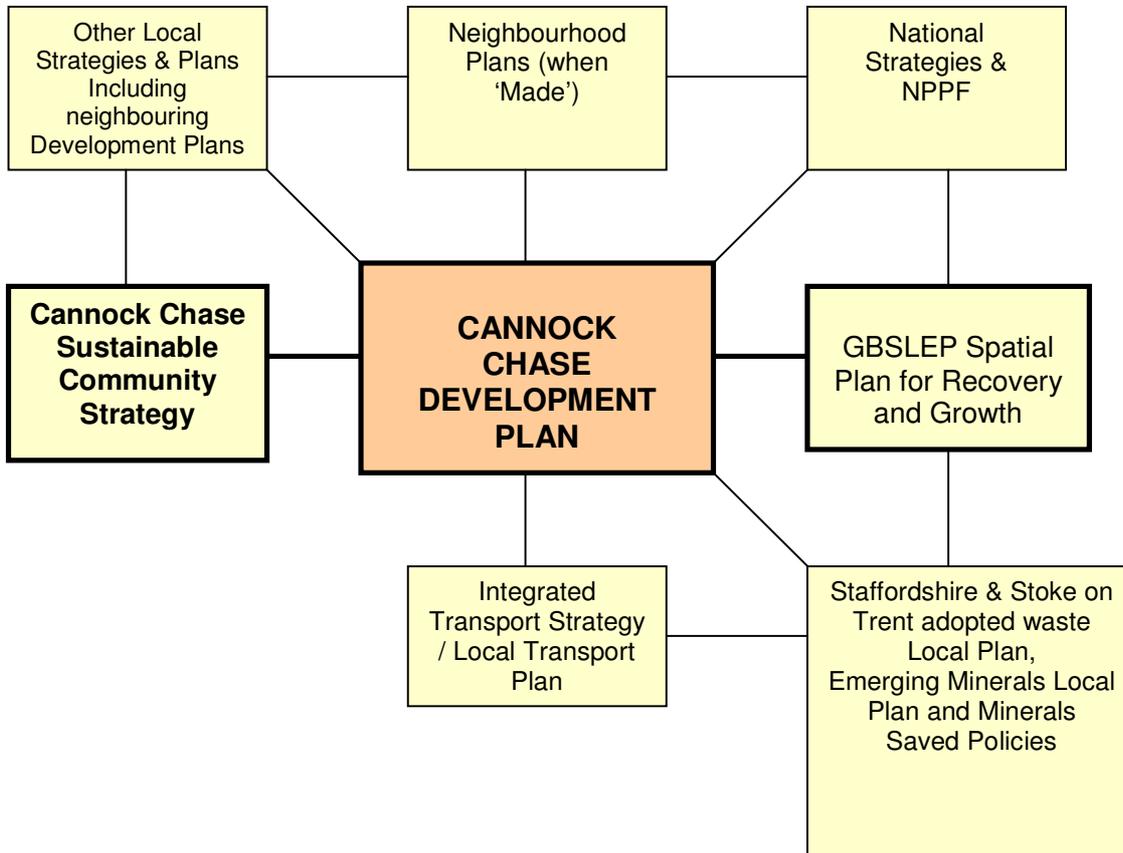
Links with Other Strategies and Plans

- 7.1 The current planning system operates under the direction of the Planning and Compulsory Purchase Act 2004 where physical aspects of land are balanced with the economic, social and environmental matters of an area. Since the abolition of RSSs and the adoption of the NPPF local authorities have secured slightly more autonomy in the production of localised planning policies, provided they conform with the latter. As such, it inevitably means that links will need to be forged (and maintained) with other strategies and plans, both within the Council and with other organisations in order to continue to address these issues effectively and there is a requirement under the Duty to Cooperate to plan for issues which cross authority boundaries. However, it should be noted that the provisions of the Housing and Planning Bill, which is currently progressing through Parliament, are likely to have implications for Local Plan production processes.
- 7.2 In particular, the Local Plan has to reflect the planning implications of other policies and programmes especially the Cannock Chase Sustainable Community Strategy. The range of topics can include:

<ul style="list-style-type: none"> • Regeneration • Economic Development • Education • Heritage • Housing • Health • Waste • Energy 	<ul style="list-style-type: none"> • Biodiversity • Recycling • Protection of the Environment • Transport • Culture • Crime Prevention, and • Social Inclusion
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- 7.3 In order to reflect this relationship, technical work on the Development Plan is guided by close working with the Planning and Economic Development Services Manager, Head of Economic Development, Strategic Housing and Tenancy Services Manager, Partnerships and Communications Manager and a representative of Legal Services.
- 7.4 There is also a close working relationship between Planning, Housing and Economic Development teams following the establishment of a Housing Strategy Group. This Group provides important links through which housing strategies, economic development strategy and spatial planning policies can be brought together for discussion. There are also regular liaison/update meetings between the Economic Development and the Planning Policy teams. Equally as important is the fact that the Planning & Economic Development Service has been represented on Community Strategy Theme Groups and Cross Cutting groups. The Local Strategic Partnership is updated on development plan issues.

Figure 2 – Relationship between the Development Plan and Some Other Key Strategies and Plans



Monitoring, Review and the Authorities Monitoring Report (AMR)

- 7.5 The Government has scaled back monitoring requirements. The requirement for every local planning authority to submit an Annual Monitoring Report to the Secretary of State has been replaced by an Authorities Monitoring Report process whereby monitoring information, when produced, is made available on the Council's website for local information purposes
- 7.6 Monitoring, however, remains an important part of the development plan making process. It allows progress with plan making to be reviewed and for present and likely future trends to be established and then compared with existing policies and targets to see if they are serving their intended purpose or need to be updated or deleted. Monitoring information is usually contained in a single report, but information can also be published separately, as required, during the year.

7.7 The AMR is important as it:-

- sets out the extent to which policies and targets are being achieved;
- details the extent to which key milestones set out within the LDS have been met;
- explains why milestones have not been met and the Council's remedial actions;
- provides a 'snapshot' of progress made in implementing policies and proposals;
- identifies those aspects of the Plan which require change in order to keep it up-to-date and consistent with strategic and national planning policies; and
- provides the necessary information to inform future decision making in preparing and updating the Development Plan.

Evidence Base

7.8 As part of the preparation of the Development Plan, it is important to have an up-to-date source of information on key issues that are directly related to the production of the respective Development Plan Documents. Where it has not been possible to produce the information in-house (either through lack of resources or expertise), consultants have been employed.

7.9 The Council has a well established dialogue with a range of stakeholders on the supply of information for monitoring purposes.

Sustainability Appraisal (SA)/Strategic Environmental Assessment (SEA)

7.10 Under the Planning and Compulsory Purchase Act 2004, SA is mandatory for DPDs in order to help local planning authorities to fulfil the objective of contributing to the achievement of sustainable development in preparing their plans. Planning authorities must also carry out SEAs in accordance with the European Directive 2001/42/EC. Whilst these are two distinct processes, government advice is that it is possible to meet both requirements through a single appraisal process.

7.11 The SA will be carried out as an integral part of the preparation of the relevant documents proposed in this LDS. Community and stakeholder involvement in the SA process will be in accordance with the Statement of Community Involvement.

7.12 Each SA will be prepared, incorporating the requirements of the SEA Directive and will aim to:-

- take a long term view on whether and how the relevant area is expected to develop, taking into account the social, economic and environmental effects of the proposed document;
- provide a mechanism for ensuring that sustainability objectives reflecting relevant concerns are translated into sustainable planning policies; and
- provide a clear indication of how the plan has been revised to take this into account.

Habitats Regulations Assessment (HRA)/Appropriate Assessment (AA)

- 7.13 AAs aim to ensure that development plans will not have an adverse effect on the integrity of sites designated under the Habitats Directive. AA was undertaken for Local Plan Part 1 and will be undertaken for Part 2.
- 7.14 More specifically Cannock Chase Heathlands are designated as internationally important Special Areas of Conservation (SAC) and the Cannock Extension Canal is also a SAC due to the presence of Floating Water Plantain.

The Council's Decision Making Procedure and Protocol

- 7.15 Previously, the Council has considered the production of DPDs via an Environment Select Committee (until September 2007), a Planning Policy Working Group (until March 2010) and more recently via an Economic Development and Planning Policy Development Committee. Corporate processes were restructured in 2015 and DPDs will now be overseen in consultation with the appropriate Cabinet members. The Council's Cabinet needs to approve any non-statutory development plan document such as an SPD prepared under the new planning system. The Full Council will need to approve all DPDs at statutory Submission (Publication) and Adoption stages. A Call-In provision exists which enables any decision made by Cabinet to be referred to the Council's Scrutiny Committee for consideration.

Resources

- 7.16 The Departmental Structure involving officers' time in the production of the Development Plan (including SPDs) is approximately as follows:-

<u>Officers</u>	<u>% of time spent on the LDF</u>
• Head of Economic Development	10
• Planning and Economic Development Services Manager	20
• Planning Policy Manager	70
• Principal Planning Officers x 2 (each 4 days per week)	70 (pro rata)
• Planning Officer (full time)	80
• Planning Officer (Transport) (2 days per week)	10 (pro rata)
• Technical Assistant (Part Time 2.5 days per week)	30 (pro rata)

- 7.17 It is also the intention that staff from other sections within the Planning & Economic Development Service and other service areas of the Council will be closely involved during the preparation of the Development Plan. This will include the Landscape and Countryside and Community Strategy Teams, Environmental Health, Leisure Services, Legal Services, Strategic Housing and Housing Options.
- 7.18 On occasions where the Council does not possess specialised knowledge in certain areas, consultants have been employed to provide such information. Consultants have been resourced to carry out work on the evidence base, SA/SEA and AA as required.

7.19 Other key partners that the Council has a strong working relationship with and whose active involvement in both shaping and delivering the Development Plan will be sought include:-

- The Local Strategic Partnership (The Chase Community Partnership)
- Staffordshire County Council
- Clinical Commissioning Group
- Staffordshire Police
- Staffordshire University
- South Staffordshire College College
- Chase Chamber of Commerce & Industry
- Local Enterprise Partnerships (both Stoke-on-Trent and Staffordshire LEP and Greater Birmingham and Solihull LEP)

Programme Management

7.20 The Head of Economic Development has overall responsibility for the timetable for production of the Development Plan detailed in Table 1. On a day-to-day basis the Planning Policy Manager has responsibility for the team that will produce the documents. Each document will be subject to project management in accordance with the Council's adopted principles.

7.21 At a political level, the Head of Economic Development will need to report progress on the preparation of the Development Plan to the Portfolio Leader, to Cabinet, to the relevant Cabinet leads and to Council as required, including a combination of verbal updates, briefing notes and reports.

Risk Assessment

7.22 The Council has produced a business plan approach to service delivery and identifies some of the issues directly related to the development plan preparation process. These include officer time and financial implications. Subsequent paragraphs identify key risks to the Development Plan process, those in **RED** being high risk and those in **BLUE** considered moderate.

7.23 **STAFFING** - One of the most important factors in the production of the Development Plan is that of staffing. In a relatively small section, staff turnover has previously been an issue that has had a major impact on the ability to adhere to the early timetable. The timescales for preparation identified are based on an assumption of full staffing.

7.24 **THE POLITICAL PROCESS** - The active involvement of Members is important to the successful progression of the Development Plan. Until recently the Economic Development and Planning Policy Development Committee (PDC) was used as a forum for officers to inform Members on the policy issues through the various stages in the Development Plan programme. However, a reorganisation of the Council's Committee structures in 2015 replaced the PDCs with Scrutiny Committees which cannot perform the same role. As a consequence this now places increased onus upon direct consultation

with relevant Cabinet Leaders and local ward members as appropriate. Issues which could occur at any stage, could impact on the timescale identified in Table 1, these include decisions by Cabinet or Council. Similarly, any Members who are not satisfied with a decision made by Cabinet have the right for that decision to be referred to the Council's Scrutiny Committee for consideration before their recommendation is referred back to Cabinet under a 'call-in' procedure. The political leadership of the Council has already changed during plan production requiring further work to assess the implications of revised policy positions. Further change could occur as a consequence of future elections.

- 7.25 **PLANNING INSPECTORATE** - Concerns have been expressed at a national level about the ability of the Planning Inspectorate to cope with the number of Examinations it will have to assess. This issue is outside of the Council's control but which could impact on the proposed programme in Table 2.
- 7.26 **ASSESSMENT OF 'SOUNDNESS' OF DPDs** - As the 'soundness of the plan', will be tested at Examination, the Council have sought the advice of the former Government Office and the Planning Inspectorate from the outset of commencement of work on the Development Plan. However, it has been clear that the development plan system has proved to be more complex and time consuming than originally envisaged and revised national planning policy changes are taking time to have full effect. This is a particular concern with the uncertainties around the Housing and Planning Bill and the implications it has for significant changes to the planning system and the potential to require new or revised evidence.
- 7.27 **LEGAL CHALLENGE** - Every effort will be made to minimise the risk of Legal Challenge by ensuring robust community involvement throughout the process, through compliance with the regulations, the Statement of Community Involvement and ensuring the "soundness" of the DPDs. However, any challenge through the High Courts or Judicial Review could affect the defined timescales.
- 7.28 **NEW LEGISLATIVE/NATIONAL POLICY REQUIREMENTS** - For example changes to national government have meant that major legislative and policy changes are being introduced which affect the whole planning system and Development Plan process including revisions proposed to the National Planning Policy Framework as a result of the Housing and Planning Bill and the ongoing implications of the Localism Act.

Publishing the Development Plan

- 7.29 Documents associated with the production of the Development Plan, starting with the LDS and all subsequent DPDs, will appear on the Council's website, **www.cannockchasedc.gov.uk/planningpolicy**.