

# **Scarborough Borough Local Plan**

## **Timetable for the Local Plan**

### **Local Development Scheme**

**July 2015**

## **The Local Development Scheme**

The Local Development Scheme is the timetable for the production of the documents that make up the Local Plan (formerly the Local Development Framework). It is a project plan that outlines the arrangements for the production of the plan and the approximate timescales to which it will be produced.

This current Local Development Scheme replaces previous iterations (most recently February 2015) and sets out the latest timetable for the next 3 years taking into account the changes from the Government in relation to the Localism Act, the National Planning Policy Framework and the Borough Council's subsequent decision to produce a single Local Plan and move away from the Local Development Framework that consisted of a number of different Development Plan Documents.

This document will be revised as appropriate to update any change in the plan preparation schedule or to reflect any proposed new or updated documents. Any revisions will be published on the Borough Council's website.

## **Scarborough Borough - Plan Structure**

The components of the Local Plan are set out in the table below:

<b>Document</b>	<b>Brief Description</b>	<b>Further information</b>
Scarborough Borough Local Plan	This document sets out the vision and objectives for the Borough, allocates sites for housing and other development and sets out development management policies for the Scarborough Borough planning area (this does not include the area within the North York Moors National Park) up to 2030.	Page 8
Whitby Business Park Area Action Plan (jointly with North York Moors National Park)	Allocation of further land to allow the expansion of Whitby Business Park and improved infrastructure along with policy on highways and environmental improvements.	Page 9
Community Infrastructure Levy	The current position on the Community Infrastructure Levy is that it is not a viable option for the Local Plan area at the current time. This position will be reviewed in 2015 and if the position has changed, consultation will determine if the Borough adopts a community Infrastructure Levy. If so, this will set the payment per sq metre for	Page 10

	development across the Borough determined by assessing the overall infrastructure requirement (including cost) and the overall level of development whilst also taking account of viability.	
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## **Scarborough Borough Local Plan**

The Scarborough Borough Local Plan will be produced in accordance with the National Planning Policy Framework and other relevant Government legislation. The policy and allocations contained within will be used to guide development proposals and planning applications. The Local Plan will be the main delivery mechanism for the Borough's aspirations and the various elements of the Sustainable Community Strategy. It will be the main steer in how the Council and the Borough will develop for a period of 15 years from adoption.

The Local Plan will allocate sites for housing, employment, retail and other forms of development. It will set the criteria for the determination of planning applications and set out how other plans and strategies will be implemented.

The Local Plan will be subject to an independent Examination in Public by a Government appointed Inspector who will test the 'soundness' of the plan.

## **Other Plan Documents.**

### Whitby Business Park Area Action Plan

Scarborough Borough Council and the North York Moors National Park Authority have produced a joint Area Action Plan for Whitby Business Park as part of their respective Local Plan / Local Development Frameworks.

Responsibility for planning at the Business Park is split between the two authorities. Historically, land was allocated for employment development on the site in the 1983 Joint Whitby Local Plan, the Scarborough Local Plan (1999) and the North York Moors Local Plan (2003). However, recent applications and enquiries at the Business Park raised issues across the site as a whole. It was agreed by Scarborough Borough Council and the National Park Authority that a joint document would be produced to look at the site in a comprehensive manner, addressing a number of issues including highways, environmental improvements and the further development of the site.

The Whitby Business Park Area Action Plan was subsequently adopted in November 2014.

### Community Infrastructure Levy

The Community Infrastructure Levy (CIL) is a financial tool for raising money from development to pay for infrastructure to support the growth aspirations of

the Local Authority. The CIL schedule would set out a rate of payment per square metre that would be imposed on developers for building in the Borough. This can vary both by sub-area and by development type (eg; housing, industry, retail, etc). At the current time the Local Authority are not taking CIL forward and intend to review that position in 2015.

The reasons for not progressing a CIL Schedule at the current time includes the impact on viability of implementing further financial burdens on an already depressed development industry which has seen the lowest levels of development in the Borough for a number of decades. The aforementioned review in 2015 will provide a comprehensive view on whether CIL is taken forward at this time, however, whatever decision is made will be carefully considered and would be agreed by Council Members.

### Local Plan (Policies Map)

The Policies Map will depict areas of the policies on an Ordnance Survey base. It will highlight areas that have been allocated for development including housing, employment, retail, recreation and so on. It will also show designations such as conservation areas or other areas where a restrictive policy may apply. This map will be based on the Local Plan but will be updated in accordance with any revisions or new Local Plan documents.

### Supplementary Planning Documents

Supplementary Planning Documents are not statutory documents but are used to supplement the policies and allocations within the Local Plan. These documents are not included in the Local Development Scheme, however, the following are existing SPDs. The Council will update, revoke and produce new SPDs as necessary, including:

- Homes in Multiple Occupation and Student Accommodation;
- Affordable Housing;
- Travel Plans;
- Transport Assessments;
- Green Space; and
- Education Payments.

It is intended to investigate the production of further SPDs on Infrastructure Provision (linked to CIL), Groundwater Protection and Source Protection Zones and others as necessary.

### **Sustainability Appraisal and Habitats Regulation Assessment**

The Local Plan is subject to a Sustainability Appraisal for the duration of its production. It must fully consider the implications of the policies and allocations in terms of the social, environmental and economic impacts. This will also be subject to community and stakeholder involvement in the same manner that other plans are.

The Sustainability Appraisal provides the evidence base for the plans decisions on policies and allocations but must also evaluate other alternative options.

At the draft stage of the Local Plan and other planning documents, an environmental report will be prepared and consulted upon. The consultation response will be analysed and information will be made available showing how the results of the Sustainability Appraisal have been taken into account.

A Habitat Regulation Assessment is also prepared at the same time as the Sustainability Assessment. This assesses the impact of plans, policies and allocations on specific sites designated as SACs (Special Areas of Conservation) and SPAs (Special Protection Areas).

### **Statement of Community Involvement**

The Statement of Community Involvement describes the Council's standards for consultation, the organisations and communities to be involved, the methods of consultation used in relation to the planning documents and when the community can expect to be involved. The current Statement of Community Involvement was adopted in October 2013 following a review of the changes to the Planning System and the associated Local Plan Regulations. 2013.

### **Authority (Monitoring) Report**

An annual monitoring report for the authority will be published at the end of each calendar year and will be available on the Council's website. This will determine the effectiveness of policies within the Local Plan and will form the initial 'alarm' should policies and allocations require replacing or amending through a full or partial Local Plan review.

**Fig 1 – Timetable for Production of Local Plan Documents**

	2014												2015					
	Q1			Q2			Q3			Q4			Q1			Q2		
<b>Borough Local Plan</b>				Publication of Draft Local Plan														
<b>Whitby AAP</b>	Submission of AAP			Examination in Public of AAP						Adoption of AAP								
<b>CIL Schedule<sup>1</sup></b>													Investigation into viability of CIL					
<b>SPD</b>	As and When Required												HMO SPD					
<b>AMR</b>										Annual Update								

	2015						2016											
	Q3			Q4			Q1			Q2			Q3			Q4		
Borough Local Plan				Pre-Submission Draft Local Plan			Submission of Local Plan						Examination in Public of Local Plan			Adoption of Local Plan		
Whitby AAP																		
CIL Schedule <sup>1</sup>				Publication of Preliminary Draft Charging Schedule			Publication of Charging Schedule						Submission of Charging Schedule			Examination of CIL		
SPD	As and When Required						As and When Required											
AMR				Annual Update												Annual Update		

<sup>1</sup> - The information for the production of the CIL schedule is dependent on the viability work to be carried out in 2015 and whether the Council decide to take the CIL forward at that time. If the decision is not to progress CIL at this time, it will be re-visited at a later date.

	2017											
	Q1			Q2			Q3			Q4		
Borough Local Plan												
Whitby AAP												
CIL Schedule <sup>1</sup>				Adopted and Charging Schedule Instigated								
SPD	As and When Required											
AMR										Annual Update		

<b>Local Plan</b>	
<b>Overview</b>	
Role	The Local Plan sets out the vision, strategy and objectives for the plan area. It also allocates sites for development and sets out development management policies for a minimum period of 15 years.
Area of Coverage	The part of the Borough not covered by the North York Moors National Park.
Conformity	In conformity with the NPPF and Sustainable Community Strategy.
<b>Timetable</b>	
Publication of Draft Local Plan (Reg 19)	Q2 2014
Consideration of Representatives (Reg 20)	Q3&4 2014
Pre-Submission Consultation and Submission of Local Plan to Secretary of State (Reg 22)	Q3 2015
Pre-Examination Meeting	Q1 2016
Examination in Public of Local Plan (Reg 24)	Q2/3 2016
Inspectors Report (Reg 25)	Q4 2016
Adoption (Reg 26)	Q4 2016
<b>Production</b>	
Management	Led by Forward Planning Manager
Political Involvement	Guided by the Local Plan Members Working Group. Process involves steering from Planning and Development Committee and Cabinet. Full Council resolution required for certain publication stages and adoption.
Related and Supporting Work	Sustainability Appraisal, Habitats Regulation Assessment
Evidence Base	Objective Assessment of Housing Needs, Strategic Housing Market Assessment, Strategic Housing Land Availability Assessment, Employment Land Review, North East Yorkshire Strategic Flood Risk Assessment, Retail Assessment, Sustainable Community Strategy, Affordable Housing Viability Assessment, Infrastructure Delivery Study, Landscape Study, Transport Modelling, North Yorkshire Renewable Energy Study, Green Space Audit, Playing Pitch Strategy. This list is not exhaustive.
Resources	Staff resources from Forward Planning Team. Evidence Base costs involved with bespoke and specialised pieces of work. Printing, consultation and Examination in Public costs including the employment of a Programme Officer.
Community and Stakeholder	In accordance with Statement of Community Involvement and Town and County Planning Regulations.
<b>Monitoring</b>	
Annual Monitoring Report	Published by December each year.



<b>Whitby Business Park AAP (WBP-AAP) -ADOPTED</b>	
<b>Overview</b>	
Role	To allocate further employment land and address related issues on highways and environmental improvements.
Area of Coverage	Current Business Park and proposed extension
Conformity	In conformity with NPPF, Scarborough Borough Local Plan (emerging) and North York Moors National Park Core Strategy.
<b>Timetable</b>	
Pre-Examination Meeting	Q1 2014
Examination in Public of Local Plan (Reg 24)	Q2 2014
Inspectors Report (Reg 25)	Q3 2014
Adoption (Reg 26)	Q4 2014
<b>Production</b>	
Management	Led by Forward Planning Managers from Scarborough Borough Council and North York Moors National Park Authority.
Related and Supporting Work	Sustainability Appraisal, Habitats Regulation Assessment
Political Involvement	A joint Members Working Group was established, comprising 3 members from each local planning authority. The Working Group considered aspects of strategy and policy detail. Formal decision-making was taken by the relevant committees of the parent authorities.
Evidence Base	As for the Local Plan (see above), amplified by a range of feasibility studies funded by the regional development agency covering issues such as highways, infrastructure capacity etc. North York Moors National Park LDF Documents.
Resources	The cost of production was shared by the 2 local planning authorities.
Community and Stakeholder	In accordance with Statement of Community Involvement and Town and County Planning Regulations.
<b>Monitoring</b>	
Annual Monitoring Report	Published by December each year.

<b>Community Infrastructure Levy</b>	
<b>Overview</b>	
Role	To set out a charging schedule for development within the Borough to fund infrastructure requirements.
Area of Coverage	The part of the Borough not covered by the North York Moors National Park.
Conformity	In conformity with the NPPF, Sustainable Community Strategy and Emerging Local Plan.
<b>Timetable</b>	
<i>Whether the following stages take place ie taking CIL forward, depends on the outcome of the further assessment of 'Viability Work' in 2015.</i>	
Revisiting of Viability Evidence	Q1&2 2015
<i>Option A – CIL Taken Forward</i>	
Publication of a Preliminary Draft Charging Schedule (Reg 15)	Q3 2015
Publication of Draft Charging Schedule (Reg 16)	Q1 2016
Consideration of Representatives (Reg 17)	Q2 2016
Submission of Charging Schedule to Examiner (Reg 19)	Q3 2016
Consideration and Examination (Reg 20 and 21)	Q4 2016
Inspectors Report (Reg 23)	Q1 2017
Approval and Publication of Charging Schedule (Reg 25)	Q2 2017
Charging Schedule comes into effect	Q2 2017
<i>Option B – CIL put on hold and viability re-assessed in 2/3 years.</i>	
<b>Production</b>	
Management	Led by Forward Planning Manager
Political Involvement	Guided by the Local Plan Members Working Group. Process involves steering from Planning and Development Committee and Cabinet. Full Council resolution required for certain publication stages and adoption.
Evidence Base	The main documents used for the CIL Schedule are the Affordable Housing Viability Assessment, Infrastructure Delivery Study, CIL Viability Study and Transport Modelling work.
Resources	Staff resources from Forward Planning Team. Evidence Base costs involved with the production of an Infrastructure Delivery Plan and a Draft CIL Schedule. Printing, consultation and Examination in Public costs including the employment of a Programme Officer.
Community and Stakeholder	In accordance with Statement of Community Involvement and Town and County Planning Regulations 2012.
<b>Monitoring</b>	
Annual Monitoring Report	Published by December each year.