

Blaby District Local Plan Local Development Scheme July 2023

Appendix A

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Introduction

- 1.1 Planning law requires that planning applications must be determined in accordance with the statutory development plan unless material considerations indicate otherwise.
- 1.2 Local Planning Authorities must prepare an up to date Local Plan for their area. In order to keep local communities and other stakeholders informed they must also prepare, maintain and publicise an up to date timetable for producing a Local Plan. This information is contained within the Local Development Scheme (LDS).
- 1.3 The LDS must specify, amongst other things:
 - The documents that will be prepared to form the statutory development plan;
 - What will be included in each document and the geographic area to which it relates;
 - Whether the documents are to be prepared jointly with one or more other local planning authorities; and
 - The timetable for the preparation and revision of documents.
- 1.4 The Local Development Scheme sets out the timetable for replacing the Local Plan Core Strategy and Delivery DPD.

The Blaby District Local Development Scheme

- 2.1 Local Planning Authorities must prepare an up to date Local Plan for their area and maintain a Local Development Scheme (LDS).
- 2.2 The LDS is a public statement of the Council's intentions in terms of preparing a new Local Plan. It helps local communities and other interested parties to keep track of progress.
- 2.3 This LDS covers the period up to 2026 and replaces the version approved in December 2020.
- 2.4 It is not necessary for the Council to include documents in its LDS which are not Development Plan Documents (DPDs) such as Supplementary Planning Documents (SPDs). This gives the Council greater flexibility to respond to changing circumstances. Also, the LDS does not include Neighbourhood Development Plans as the responsibility for preparing these rests with the local community.
- 2.5 The LDS will be subject to annual monitoring. The Authority Monitoring Report (AMR) will assess whether the milestones set out in the LDS are being met. This will inform whether any further review of the LDS is required.

The Current Development Plan

- 3.1 The current Development Plan includes the Local Plan, Minerals and Waste Local Plan and Neighbourhood Plans for the area. In Blaby District, this currently includes:
- Blaby District Local Plan Core Strategy (2013);
 - Blaby District Local Plan Delivery Development Plan Document (DPD) (2019);
 - Leicestershire Minerals and Waste Local Plan up to 2031 (2019);
 - Blaby Neighbourhood Plan (2018)
 - Cosby Neighbourhood Plan (2022)
 - Fosse Villages Neighbourhood Plan (2021)
 - Leicester Forest East Neighbourhood Plan (2022)
- 3.2 The current Blaby Local Plan consists of the Core Strategy (2013) and the Delivery Development Plan Document (2019). The Core Strategy includes the vision, strategic objectives and core policies of the Local Plan. The Delivery DPD, was adopted in 2019 and includes site allocations and development management policies. The Local Plan is accompanied by a Policies Map which illustrates the policies and proposals of the Core Strategy and Delivery DPD.
- 3.3 The Minerals and Waste Local Plans are the responsibility of Leicestershire County Council. The Leicestershire Minerals and Waste Local Plan up to 2031 was adopted in 2019.
- 3.4 Supplementary Planning Documents (SPDs) provide additional information on policies and proposals in the Local Plan and are material considerations in the determination of planning applications. SPDs are not subject to independent examination and do not form part of the statutory development plan. The following Supplementary Planning Documents (SPD) are currently relevant for the District:
- Planning Obligations and Developer Contributions SPD (February 2010)
 - Housing Mix and Affordable Housing SPD (July 2013)
- 3.5 Neighbourhood Plans were introduced by the Localism Act 2011. Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. Neighbourhood Plans form part of the development plan for the area.

- 3.6 At April 2023, a total of four Neighbourhood Plans were ‘made’ in the District of Blaby. Two remaining groups are continuing to produce Neighbourhood Plans Elvesthorpe and Glenfield.

Blaby Local Plan Review

- 4.1 The Council is preparing a new Local Plan which will replace the current Local Plan Core Strategy and Delivery DPD. The existing Local Plan is being replaced for a number of reasons:
- To ensure it is up to date and looks ahead at least 15 years;
 - To take account of new circumstances such as updated housing requirements as determined by the Government’s ‘Standard Method’;
 - To respond to cross boundary planning in the Leicester and Leicestershire Housing Market Area, including the Strategic Growth Plan and the following Statement of Common Ground’ that seeks to agree a strategic approach to the delivery of development;
 - To take account of revised national planning policy and guidance in the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG).
- 4.2 Policy LPR1 ‘Local Plan Review’ of the adopted Local Plan Delivery DPD includes the circumstances where a Local Plan review is triggered including where housing requirements are updated or where a ‘Memorandum of Understanding’ is signed by HMA partners and where ‘Changes occur within the HMA to the objectively assessed need’.
- 4.3 The Local Plan should be up to date and must be reviewed at least every five years. It should be prepared in line with the Government’s National Planning Policy Framework (2019) and be accompanied by a Strategic Environmental Assessment and Sustainability Appraisal.
- 4.4 The Local Plan will be prepared in accordance with the Planning and Compulsory Purchase Act 2004 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The 2012 regulations set out the stages to be completed before a Local Plan can be adopted and become part of the development plan.
- 4.5 Appendix A sets out the Schedule of Local Plan documents to be prepared, Appendix B includes detailed profiles of the Local Plan documents and Appendix C sets out the detailed programme and timetable.
- 4.6 A number of other key documents are also relevant to the preparation of the new Local Plan:

- Statement of Community Involvement – This sets out the District Council’s approach to involving the community and stakeholders when preparing Local Plans and in determining planning applications, amongst other matters.
- Strategic Environmental Assessment (SEA) / Sustainability Appraisal (SA) – These assessments ensure that the social, economic and environmental effects of the spatial planning strategy and policies are taken into account at each stage in the preparation of the Local Plan. The requirements of the SEA will be integrated into the SA.
- Habitats Regulation Assessment (HRA) is also required to assess the impact of the plan on internationally important designated sites.
- Authority Monitoring Report (AMR) – A document published each year to assess whether Local Plan policies, targets and milestones have been achieved.

Supporting Statement

- 5.1 This statement explains the context for preparing the Local Plan as set out in the LDS. It also explains how the Council will manage resources during the preparation and assesses risks to the production of the Local Plan.

District Profile

- 5.2 The District of Blaby measures approximately 50 square miles in area and contains a population of 105,500 people (NOMIS 2020). The District contains both rural areas (mainly to the south of the District) and more urban areas to the north including a number of large villages, which are part of the Principal Urban Area of Leicester. The District has only one town centre (Blaby) but hosts a large out of town retail facility (Fosse Park) which attracts visitors from the wider region.

Links to Other Strategies and Plans

- 5.3 When preparing the new Local Plan, internal and external plans and strategies with spatial implications for the District will be taken into account. This will ensure the strategic priorities contained in those plans and strategies, relating to the use and development of land within the District of Blaby, are integrated into the Local Plan. Figure 1 identifies the main documents that will be considered when preparing the new Local Plan.

Figure 1 – Links to Other Plans and Strategies



Joint Working

- 5.4 The Council has a legal requirement to engage with certain 'Prescribed Bodies' under the 'Duty to Cooperate' when preparing Local Plans which address strategic, cross-boundary matters. This includes engagement with other neighbouring and HMA Local Planning Authorities and other bodies, constructively, actively and on an ongoing basis.
- 5.5 Discussions have been ongoing with other Leicester and Leicestershire Local Planning Authorities and a number of joint studies have been prepared. This will continue as the plan evolves. Effective mechanisms are in place in Leicester and Leicestershire to work on strategic cross boundary planning matters. An officer and member structure is in place and the authorities in Leicester and Leicestershire have prepared a Strategic Growth Plan to consider longer term planning up to 2050.
- 5.6 At present there are no plans to prepare any joint Local Plans with other Local Planning Authorities. However, the following Statements of Common Ground have been prepared and signed by Council, as a written record of the progress made by, and agreement between, the authorities during the process of planning for strategic, cross-boundary matters:
- Leicester & Leicestershire Statement of Common Ground Relating to Housing and Employment Land Needs, signed by Council 19 July 2023
 - South Leicestershire Local Plan Making Statement of Common Ground and Leicester & Leicestershire Authorities, signed by council 14 December 2021
 - Statement of Common Ground relating to Warehousing & Logistics Need signed by council 14 December 2021

Resources

- 5.7 The Development Strategy Team will have primary responsibility for preparing the Local Plan.
- 5.8 Consultants may be engaged on specific projects where there is a lack of expertise or capacity within the District Council.

Programme Management

- 5.9 The Local Plan process will be project managed by the Development Strategy Manager who will report on a regular basis to the Group Manager. The Council's Senior Leadership Team and the Portfolio Holder for 'Planning, Economic Development and Housing Strategy' will be provided with progress reports as appropriate.

Council Decision-Making Procedures

- 5.10 The new Local Plan will be considered by appropriate Members at each stage. Full Council agreement will be required at Publication and Adoption stages.

Risk Assessment

- 5.11 An assessment has been carried out to identify factors which could impact on the delivery of the work programme set out in the LDS. The risks and actions to manage these risks are identified in Table 1.

Table 1 – Risks, Impacts and Management Actions

Risk Identified	Likelihood / Impact	Management Action
Staff turnover / long term absence/ reduction in staff numbers.	Medium / high. Impact could be considerable.	<ul style="list-style-type: none">• Provide appropriate training to encourage staff retention.• Provide a varied workload to keep staff engaged and motivated.• Recruitment to commence as soon as the current post holder submits their notice (subject to available funding).• Employ agency staff / consultants to cover periods of absence (subject to available funding).• Re-deploy suitable staff from the Development Services Team should opportunities arise.

Risk Identified	Likelihood / Impact	Management Action
Programme slippage	Medium / high. Impact could be considerable.	<ul style="list-style-type: none"> • Monitor progress and give priority to achieving the key milestones set out in the LDS.
Evidence gathering delays	Medium / high. Impact could be considerable.	<ul style="list-style-type: none"> • The Local Plan relies on substantial evidence on a range of issues. • Provide resources and funding to complete evidence gathering. • Encourage early engagement to secure evidence.
Web accessibility/GIS	Medium/high	<ul style="list-style-type: none"> • Implementing service plan and transformation programme and working with support services to remove blockages
Changes in Housing, Employment and other development requirements.	High. Impact could be considerable.	<ul style="list-style-type: none"> • Monitor changes to Standard method • Build in flexibility into Local Plan options for growth. • Early completions/reviews of the Statements of Common Ground with other HMA partners.
Substantial evidence requirements arising from Strategic Sites – including transport evidence, viability and deliverability (in terms of potential delivery of strategic infrastructure that relies on third parties).	High. Impact could be considerable.	<ul style="list-style-type: none"> • Early identification of key issues in relation to Strategic Sites and engagement with key partners (including infrastructure providers and site promoters).
Potential disconnect with emerging Neighbourhood Plans resulting in the two	Medium / high. Impact could be considerable.	<ul style="list-style-type: none"> • Engage with Neighbourhood Plan Groups in order to seek alignment as far as practicable.

Risk Identified	Likelihood / Impact	Management Action
parts of the development plan diverging.		
Competing work priorities. The Development Strategy Team is involved in a wide range of planning policy work.	Medium / high. Impact could be considerable.	<ul style="list-style-type: none"> • The importance of the Local Plan is recognised within the Council. The Team's involvement in other work may need to be reduced at times.
Changes to legislation and/or Government policy including proposals for substantial change contained in the Levelling Up and Regeneration Bill and the national Planning Reforms.	Medium / high. Impact could be considerable.	<ul style="list-style-type: none"> • Monitor Government statements to pre-empt legislation and policy changes. • Take a flexible policy approach where appropriate.
Examination Process – Soundness of DPDs.	Low / medium. Impact could be considerable.	<ul style="list-style-type: none"> • Work closely with DLUHC and the Planning Inspectorate (PINS). • Follow procedures set out in the Planning Acts, Regulations, NPPF and the Planning Practice Guidance.
Duty to Co-operate failure	Low / medium. Impact could be considerable.	<ul style="list-style-type: none"> • Continue to work with local authorities within the Housing Market Area and other partners on strategic, cross boundary matters and prepare Statements of Common Ground, as appropriate.

Evidence Base

5.12 The Council will undertake and commission studies, both independently and in partnership, which will contribute to the 'evidence base' for its Local Plan. These will be made available on the Council's website.

Monitoring

- 5.13 The Council monitors, on an annual basis, how effective the policies and proposals in the Local Plan are in terms of meeting the Local Plan objectives. An Authority Monitoring Report (AMR) is prepared for this purpose.
- 5.14 The AMR will also give information about whether or not the Council is meeting the milestones set out in the LDS for preparing the new Local Plan. As a result, it may become necessary to revise the LDS in the future.

Appendix A: Schedule of Local Plan Documents

Document Title	Status	Role and Content	Geographic Coverage	Conformity	Publication	Submission	Adoption
Local Plan	DPD	Vision, strategic objectives, Strategic policies and allocations, Non-strategic policies	District wide	National Planning Policy Framework, Planning Practice Guidance, Strategic Growth Plan	September / October 2024	March 2025	March 2026
Local Plan Policies Map	Legally required	Illustrates policies and proposals of Local Plan	District wide	Local Plan	As per timetable for Local Plan above.	As per timetable for Local Plan above.	As per timetable for Local Plan above.

Appendix B: Local Plan Document Profiles

B1: Profile Local Plan	
Overview	
Role and Content	<p>Vision and strategic objectives for the District</p> <p>Strategic policies:</p> <ul style="list-style-type: none"> • To set an overall strategy for the pattern, scale and quality of development • To make sufficient provision for housing, employment, retail, leisure, commercial uses, infrastructure and community facilities • To conserve and enhance the natural, built and historic environment. <p>Non-strategic policies for specific areas, types of development including allocating sites, design principles and development management policies.</p>
Geographic Coverage	<p>District wide*</p> <p>*Will not duplicate policies and proposals in made Neighbourhood Plans.</p>
Status	Development Plan Document
Conformity	General conformity with NPPF
Timetable	
Regulation 18 Consultation	January/February 2021
Publication of Local Plan	September / October 2024
Submission	March 2025
Examination hearings	July 2025
Adoption	March 2026
Arrangements for Production	
Lead Section	Development Strategy Team
Project Manager	Planning Policy and Strategy Manager

B1: Profile Local Plan	
Management Arrangements	Appropriate Council members will consider the Local Plan at each stage. Council agreement is required at Publication and Adoption stages.
Internal Resources	Planning and Strategy Growth, Environmental Health Service, Housing and Communications teams
External Resources	Consultants will be appointed where necessary
External Stakeholder Resources	Technical advice from a range of external stakeholders, including highway authorities, utility and service providers, will inform the content of the Local Plan.
Approach to involving stakeholders and the community	Set out in Statement of Community Involvement
Post Production	
Monitoring and Review	Authority Monitoring Report will monitor progress towards preparing the Local Plan as well as policies to guide whether a review is required.

B2: Profile Local Plan Policies Map	
Overview	
Role and Content	<p>Policies Map illustrates on an Ordnance Survey base all the policies and proposals set out in the Local Plan.</p> <p>Inset Maps, where required, illustrate policies and proposals for specific parts of the District or specific settlements.</p>
Geographic Coverage	District wide
Status	Legally required to support Local Plan
Conformity	General conformity with NPPF
Timetable	The Policies Map and any relevant inset maps will be revised as the Local Plan is prepared and so the timetable will be the same as the Local Plan.
Arrangements for Production	
Lead Section	Development Strategy Team
Project Manager	Development Strategy Manager
Management Arrangements	Appropriate Council members will consider the Policies Map at each stage. Council agreement is required at Publication and Adoption stages.
Internal Resources	Planning and Economic Development department
External Resources	External resources required to prepare an electronic version of the Policies Map for web use and web accessible Local Plan and supporting documents, including evidence. Also, it may be necessary to use external printing resources to prepare paper copies.
External Stakeholder Resources	Technical advice from a range of external stakeholders, including highway authorities, utility and service providers, will inform the content of the Local Plan, which will be reflected on the Policies Map.
Approach to involving stakeholders and the community	Set out in Statement of Community Involvement

B2: Profile Local Plan Policies Map	
Post Production	
Monitoring and Review	Authority Monitoring Report will monitor progress towards preparing the Local Plan as well as policies to guide whether a review is required. Policies Map will be updated when plans are reviewed and updated.

Appendix C: Detailed Programme Timetable

	2024							2025												2026				
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Evidence gathering																								
reg 18 Consult on draft version(s) of the Plan																								
reg 19 & 20 Proposed Submission version																								
reg 22 - Submission of the Plan																								
Reg 23 & 24 - Examination*																								
Reg 25 - Inspector report*																								
Reg 26 - Adoption																								

Appendix D: Glossary

Authority Monitoring Report (AMR)

A report that reviews the Local Plan progress compared to the targets and milestones for Local Plan preparation set out in the LDS, as well as reviewing the effectiveness of policies within the Local Plan against targets set out in a monitoring framework.

Development Plan Document (DPD)

A Local Development Document that carries Development Plan status and is subject to procedures of community involvement, consultation and independent examination. It contains policies against which planning applications will be considered.

Local Development Documents (LDDs)

The set of documents which taken as a whole set out the development plan policies in force in the area.

Local Development Scheme (LDS)

The Local Development Scheme is a document which sets out the Local Planning Authority's programme for the production of Local Development Documents.

National Planning Policy Framework (NPPF)

The National Planning Policy Framework sets out Government's planning policies for England and how these are expected to be applied.

Planning Inspectorate (PINS)

The Planning Inspectorate is an agency of the Ministry of Housing, Communities and Local Government. It deals with planning appeals, national infrastructure planning applications, examinations of local plans and other planning-related and specialist casework.

Planning Practice Guidance

The National Planning Practice Guidance adds further context to the National Planning Policy Framework (NPPF) on specific issues and is intended to be read in conjunction with the NPPF.

Policies Map

This will illustrate, on an Ordnance Survey Base Map, all the policies and proposals contained in the Local Plan. This document was previously known as the Proposals Map.

Standard Method

The standard method identifies the minimum number of homes that a local authority should plan for in an area. It is determined through a formula contained within the Planning Practice Guidance.

Statement of Community Involvement (SCI)

This statement tells communities how and when they can be involved in the preparation of Local Plans. It shows how the Local Planning Authority plans will engage with communities when preparing Local Development Documents. The document also covers community involvement in the determination of planning applications.

Strategic Environmental Assessment (SEA)

Assessment of the environmental impacts of the policies and proposals contained within the Local Plan. An SEA is required only when a plan is likely to have a significant environmental effect.

Supplementary Planning Document (SPD)

A Local Development Document that does not carry Development Plan status but elaborates on policies and proposals in Development Plan Documents.

Sustainability Appraisal (SA)

An SA must be carried out prior to plans being adopted. It involves an assessment of the social, economic and environmental implications of the plans and policies in the Local Plan to ensure that all decisions are made with the objective of sustainable development in mind. The SA can incorporate the requirements of the SEA.