



WIRRAL METROPOLITAN BOROUGH COUNCIL

PLANNING AND COMPULSORY PURCHASE ACT 2004 (SECTION 15)

LOCAL DEVELOPMENT SCHEME FOR WIRRAL

REVISED JULY 2019

BROUGHT INTO EFFECT BY RESOLUTION OF THE COUNCIL ON XXX 2019

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1 INTRODUCTION

- .. The Local Development Scheme for Wirral is a statutory document setting out the programme for the preparation of Local Development Documents produced in accordance with Section 15 of the Planning and Compulsory Purchase Act 2004.
- 1.2 The Council's Local Plan will form part of the statutory Development Plan for the area and will play a major role in the determination of individual planning applications and in other decisions taken by the Council and by others under the Town and Country Planning Acts.

2 BACKGROUND

- 2.1 The first Local Development Scheme for Wirral was approved by the Secretary of State on 31 March 2005 and came into effect on 20 May 2005. Subsequent reviews took place in July 2006, July 2007, January 2010, February 2012, December 2014 and December 2017.
- 2.2 This current document replaces the Local Development Scheme adopted by the Council on 6 March 2018. It has become necessary to review the Local Development Scheme because of changes to the timetable for the Local Plan; the expanded scope of the Local Plan, which will now be a produced as a single document containing both strategic and non-strategic policies, changes to legislation governing the review of Local Plans; and other changes to national policy and guidance. The Council's Cabinet on 17 December 2018 resolved that a revised Local Development Scheme should be submitted for approval by the Council once an amended future timetable had been determined (Minute 47 refers).
- 2.3 Local Development Schemes no longer need to be approved by the Secretary of State before they can come into effect but the Secretary of State has powers to direct amendments to the scheme.

3 THE PLANNING POLICY FRAMEWORK FOR WIRRAL

- 3.1 The planning policy framework for Wirral is made up of a number of Development Plan Documents and Neighbourhood Planning Documents that have been prepared in accordance with subject to a statutory process which together form the Statutory Development Plan for Wirral, and a number of other Local Development Documents such as Supplementary Planning Documents.

4 THE DEVELOPMENT PLAN FOR WIRRAL

- 4.1 The statutory Development Plan for the Metropolitan Borough of Wirral currently comprises the ‘saved’ policies in the Unitary Development Plan for Wirral, adopted by the Council in February 2000; and the Joint Waste Local Plan for Merseyside and Halton, adopted in July 2013; together with Neighbourhood Development Plans for Devonshire Park and Hoylake.

Unitary Development Plan for Wirral (February 2000)

- 4.2 The Unitary Development Plan (UDP) is an ‘old-style’ development plan that will be replaced by the new Wirral Local Plan and other documents contained within the Local Plan Framework for Wirral.
- 4.3 A list of the policies and proposals that are no longer in force, following the adoption of the Joint Waste Local Plan, can be viewed on the Council’s website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan/written>
- 4.4 The remaining policies of the Unitary Development Plan, including the Written Statement and Proposals Map, can be viewed on the Council’s website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan>

Joint Waste Local Plan for Merseyside and Halton (July 2013)

- 4.5 The Joint Waste Local Plan was adopted by each of the six partner councils to come into effect from 18 July 2013. The Joint Waste Local Plan was resolved to be adopted by Wirral Council on 15 July 2013 (Minute 17 refers).
- 4.6 The Joint Waste Local Plan can be viewed on the Council’s website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/joint-waste-local-plan-merseyside>

Made Neighbourhood Development Plans

- 4.7 The Neighbourhood Development Plan for Devonshire Park was made (adopted) in December 2015 and the Neighbourhood Development Plan for Hoylake was made in December 2016. The Neighbourhood Development Plans can be viewed on the Council web site at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning>

Other Planning Documents

- 4.8 There are a number of additional documents which sit alongside the Development Plan. These documents currently include:
- a series of Supplementary Planning Guidance Notes and Supplementary Planning Documents to support the delivery of existing adopted Development Plan policies;
 - a Statement of Community Involvement;
 - the Local Development Scheme; and
 - a series of Annual Monitoring Reports.

5 WIRRAL'S FUTURE PLANNING POLICY FRAMEWORK

- 5.1 In future, the Development Plan for Wirral will comprise the following documents:
- The Wirral Local Plan and Policies Map;
 - The Joint Waste Local Plan for Merseyside and Halton;
 - The Spatial Development Strategy for the Liverpool City Region (to be produced by the Liverpool City Region Combined Authority); and
 - Neighbourhood Planning documents, including Neighbourhood Development Plans, which may be prepared by the local community;
- 5.2 Other planning documents will include:
- Supplementary Planning Documents and other technical guidance to support the delivery of the Local Plan;
 - a Community Infrastructure Levy charging schedule;
 - The Local Development scheme;
 - The Statement of Community Involvement; and
 - Annual Monitoring Reports
- 5.3 The Joint Waste Local Plan, Neighbourhood Development Plans and the Proposals Map will have status alongside the Unitary Development Plan, as part of the statutory Development Plan for Wirral, until the Unitary Development Plan is fully replaced by the Wirral Local Plan and Policies Map.

- 5.4 A list of the Local Development Documents that have already been adopted is provided at Appendix 1.
- 5.5 This review of the Local Development Scheme provides for the completion of the Wirral Local Plan, which will set out the strategic policies for the area, with which Neighbourhood Plans will need to be in general conformity.

6 THE WIRRAL LOCAL PLAN

- 6.1 The Wirral Local Plan (previously the Core Strategy Local Plan) is a Development Plan Document that is intended to set the long-term vision, objectives, strategic and non-strategic policies for the Borough over the 15 year period 2020 to 2035 and to provide the framework for future Development Plan Documents, Neighbourhood Planning Documents and Supplementary Planning Documents.
- 6.2 Previous Local Development Schemes proposed a two-stage process of Local Plan preparation, initially focused on the completion of the Core Strategy Local Plan (containing mainly strategic policies, which would only partially replace the Unitary Development Plan) which would be followed by the second stage preparation of a site-specific Land Allocations and a Heritage Local Plan.
- 6.3 The Council now intends to progress the Core Strategy as a single Wirral Local Plan, which will replace the Unitary Development Plan in its entirety. The Wirral Local Plan will also now include detailed site-specific policies including site allocations and development management policies, and a Policies Map to replace the Unitary Development Plan Proposals Map.
- 6.4 The stages undertaken to prepare the previous Core Strategy, which will also be used, where relevant, to inform the content of the Wirral Local Plan are set out in Appendix 2 and summarised below.
- 6.5 Public consultation on Issues, Vision and Objectives took place in February 2009; on Spatial Options in January 2010; on Preferred Options in November 2010; on Settlement Area Policies in January 2012; and on a Proposed Submission Draft Core Strategy (under Regulation 19 of the Local Plan Regulations) in December 2012.
- 6.6 An initial series of proposed modifications to the Proposed Submission Draft Core Strategy were published for public comment in July 2013 and a series of further proposed modifications, to policies for Gypsies and Travellers and to policies for Town Centres, were published in December 2014.

- 6.7 Reports of consultation are available for each stage of the process undertaken so far and can be viewed on the Council's website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/core-strategy-local-plan>
- 6.8 The revocation of the Regional Spatial Strategy, in May 2013, required the Council to re-assess the Borough's housing needs, complicated by results for Wirral from the 2011 Census, which made previous population and household projections unreliable.
- 6.9 A revised Strategic Housing Market Assessment (May 2016) was published for public consultation in August 2016, alongside the latest update to the Strategic Housing Land Availability Assessment (SHLAA), for April 2016 (Cabinet, 18 July 2016, Minute 31 refers). The results of consultation were reported to Cabinet in February 2017 and a wider review of development options approved (Minute 96 refers). The Council consulted on an updated SHLAA methodology in July 2017 and on the proposed Green Belt review methodology in October 2017.
- 6.10 The results of the review of Development Options were approved for public consultation on the 23rd July 2018 (Cabinet Minute 17 refers). Although comments were received and recorded as soon as the Cabinet Report was published in July 2018, formal consultation took place between 3 September and 26 October 2018 on the following documents:
- Cabinet Report 27 February 2017;
 - Cabinet Report 23 July 2018;
 - Playing Pitch Strategy Update November 2017;
 - Employment Land and Premises Study Update December 2017;
 - Proposed Employment Allocations;
 - Proposed Housing Allocations;
 - Proposed Mixed-Use Allocations;
 - Initial Review of the Green Belt Revised Methodology;
 - Initial Green Belt Review Background Report;
 - Summary of Initial Green Belt Assessment;
 - Proposed Green Belt Sites for Further Investigation; and
 - Proposed Green Belt Boundary Corrections
- 6.11 The consultation drew 3,221 responses from 2,989 individual respondents. A report setting out the background and results of the consultation along with three volumes of consultation responses was published on the Council's web site at the end of

February 2019 and can be viewed at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/core-strategy-local-plan-6> An update report was considered by the Council's Cabinet on 17 December 2018. Members resolved that a revised Local Development Scheme be submitted for approval by the Council once the amended future timetable has been determined (Minute 47 refers).

Future Local Plan Timetable

- 6.12 The table below sets out the amended timetable for the production of the Wirral Local Plan. The Council's original intention was to re-publish the Local Plan as a revised proposed submission draft under Regulation 19 of the Local Plan Regulations. Advice from the Council's legal advisors and from consultants undertaking the sustainability appraisal of the Local Plan is that an additional stage of public consultation under Regulation 18 is required to take account of changes in national planning policy; and to ensure that all the revised spatial options and reasonable alternatives and the Council's revised preferred option, are documented and made available for public comment before any final proposals are prepared.
- 6.13 The timetable prior to the submission of the Wirral Local Plan to public examination is also influenced by the completion of key evidence base documents related to the review of development options, including housing requirements, land supply and development viability, and assessments of Agricultural Land and Economy, Minerals, Landscape Character, Recreation and Open Space, Retail and Town Centres, Employment and Brownfield Land Options, Transport Modelling and the Green Belt.
- 6.14 Additionally, the Council has prepared and submitted a Local Plan Action Plan to the Secretary of State for Housing, Communities and Local Government in response to his letter of 28 January 2019. The Action Plan commits the Council to submitting the Local Plan to the Secretary of State by November 2020. The Action Plan, covering letter and detailed delivery timetable can be viewed at: <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/core-strategy-local-plan>
- 6.15 The timetable for the preparation of the Local Plan is set out below.

Wirral Local Plan Timetable		
Plan Preparation Stage	Purpose of the stage	Dates (Note that all timings are subject to the programming of Cabinet and Council meetings)
Evidence gathering and draft plan preparation	Formulate vision and objectives for the Local Plan, evidence gathering, identify development requirements, identify potential spatial options, identify relevant economic, social and environmental objectives to inform the sustainability appraisal	During 2019
Public Consultation on draft local plan (Regulation 18 of the Local Plan Regulations 2012) and continued work on evidence gathering	This document brings together all the strategic evidence and sets out the housing and employment requirements for the Borough over the plan period and set out the Council's preferred options for distributing this development including preferred sites.	January – February 2020
Council approval of publication of the Local Plan	This is the full Local Plan that the Council wishes to submit to the Secretary of State for Examination. It will include both strategic and non-strategic policies. All the evidence will be in place at the time of publication. It is the version that the Council considers “sound” in terms of the legal requirements placed on plan preparation and to be justified and deliverable. Following the Council's approval of the Publication version of the Local Plan the policies and proposals in the Local plan will have significant weight in the decision-taking process.	June 2020 (Cabinet) July 2020 (Council)
Publication of the Local Plan: (Regulation 19)	This will be the formal period for representations to the draft plan for a minimum period of 6 weeks, and will give communities, stakeholders and other interested persons the final opportunity to make comments on the plan relating to the “soundness” and legal compliance of the Local Plan. The Council will not review these comments other than to identify key issues and potential modifications to the Local Plan. The representations will be passed directly to the Inspector undertaking the Local Plan	July – September 2020

	Examination.	
Submission (Regulation 22)	This is an administrative stage and relates to the formal submission of the documents (including all formal representations received during the Publication Deposit period, statutory assessments, and evidence base documents) to the Secretary of State for independent examination by a Planning Inspector.	November 2020
Local Plan Examination	The formal examination of the Local Plan will start when the plan is submitted. Hearings will be held into specific aspects of the plan during the examination, and “objectors” will have the right to be involved in that process. The Planning Inspector will assess the Local Plan to determine whether it has been prepared in line with the duty to cooperate, other legal requirements, and whether it is “sound” in line with the requirement of planning legislation. At this stage the Council can request that the Inspector makes recommendations which would address the issues identified during the Examination in order to ensure that the plan is “sound”, including proposed modifications to the Local Plan, which may require additional public consultation. The Inspector’s conclusions will be set out in a report issued to the Council.	During 2021
Local Plan Adoption	The Council will receive the inspector’s Report and consider the recommendations, before it formally adopts the Local Plan.	December 2021 (Council)

6.16 The timetable following the submission of the Local Plan (Regulation 22) should be regarded as **indicative only** and will be for the Planning Inspector (appointed to undertake the public examination of the soundness and legal compliance of the proposals) to determine. The length of the examination and reporting will depend on the number of representations received and the resources available at the Planning Inspectorate at the time. Therefore, the examination and reporting times shown may need to be revised at a later date. The appointed Planning Inspector will decide how the examination will run once the

documents and final representations have been submitted. There may also be a requirement to prepare and consult on main modifications to the Local Plan.

6.17 The estimated date for the adoption of the Wirral Local Plan, following submission to public examination in November 2020, is now December 2021.

6.18 A continuously up-dated record of progress is available on the Council's website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/local-development-scheme>

7 SUPPLEMENTARY PLANNING DOCUMENTS

7.1 The Local Development Scheme is no longer required to set out the timetable for the preparation of Supplementary Planning Documents.

7.2 The Council consulted on the proposed content of new documents for housing; employment; town centres; and telecommunications, to be brought forward alongside the Core Strategy Local Plan, in July 2013.

7.3 The latest progress on the preparation of Supplementary Planning Documents can be viewed on the Council's website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents>.

8 NEIGHBOURHOOD PLANNING DOCUMENTS

8.1 Neighbourhood Planning documents are prepared by the local community and adopted by the Council, to provide further detail on planning proposals within local areas.

8.2 The Council has now designated five local neighbourhood planning areas, at Devonshire Park; Hoylake; Leasowe; Birkenhead and Tranmere; and for Birkenhead North, to allow Neighbourhood Forums to prepare their own planning proposals for their respective designated areas. Neighbourhood Development Plans have been 'made' (adopted) for Devonshire Park (December 2015) and Hoylake (December 2016). The Neighbourhood Forums for Hoylake and Devonshire Park were re-designated in October 2018 for a further period of five years. The Council were notified that the Birkenhead and Tranmere Neighbourhood Forum was formally dissolved in June 2018.

8.3 Progress on the preparation of neighbourhood planning documents can be viewed on the Council's website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning>.

9 DUTY TO CO-OPERATE

9.1 The Council adopted a Statement of Co-operation on Local Planning, with City Region Partners, on 17 October 2016 (Council, Minute 64 refers). The National Planning Policy Framework (February 2019) sets out a duty for public bodies to cooperate on strategic matters that cross administrative boundaries. Strategic planning matters are defined as (paragraph 20 refers):

- Housing, employment, retail, leisure and other commercial development,
- the provision of infrastructure, minerals and energy,
- community facilities, and
- conserving and enhancing the historic, built and natural environment and planning measures to climate change mitigation and adaptation

9.2 Following participation in a national pilot project a Liverpool City Region Statement of Common Ground has been jointly prepared during 2019, for approval by the individual districts. The Council will also need to prepare a separate Statement of Common Ground to address co-operation with Cheshire West and Chester Council and other relevant stakeholders.

10 RESOURCES

10.1 Future land use planning policy documents are prepared by the Forward Planning Team in the Council's Economic Growth and Housing Directorate, which reports to the Council's Cabinet Member for the Local Plan.

11 RISK ASSESSMENT

11.1 The principal risks to the delivery of the timetable set out in this Local Development Scheme are set out in Appendix 3 and will be kept under constant review.

11.2 The risk register will be regularly updated on the Council's web site at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/local-development-scheme>.

12 MONITORING & REVIEW

- 12.1 Progress on Local Plan preparation is reviewed annually in the Council's statutory Monitoring Reports. Previous Monitoring Reports can be viewed on the Council's website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/development-monitoring>.
- 12.2 Changes to the Local Plan Regulations now require that local plans must be reviewed every 5 years from the date of adoption, by undertaking an assessment to determine whether the policies need updating. Local planning authorities have to decide either:
- that their policies do not need updating and publish their reasons for this decision; and/ or
 - that one or more policies do need updating, and update their Local Development Scheme to set out the timetable for this revision.
- 12.3 The preparation of the Wirral Local Plan and the Local Development Scheme provides for the review and replacement of the policies and proposals currently set out in the 'saved policies' of the Wirral Unitary Development Plan adopted February 2000.

13 USEFUL CONTACTS

- 13.1 The Forward Planning Team can be contacted:

by post at:

Wirral Council, Economic and Housing Growth, PO Box 290, Brighton Street, Wallasey CH27 9FQ

by telephone at: 0151 691 8110

or at forwardplanning@wirral.gov.uk

14 BACKGROUND DOCUMENTS

- 14.1 The following documents provide additional information on local development document processes and requirements:
- Planning and Compulsory Purchase Act 2004 (HMSO 2004, Chapter 5) (as amended)

- Localism Act 2011 (HMSO 2011, Chapter 20) (as amended)
- Housing and Planning Act 2016 (HMSO, Chapter 22)
- Neighbourhood Planning Act 2017 (HMSO, Chapter 20)
- The Town and Country Planning (Local Planning) (England) Regulations 2012 (HMSO SI 2012 No.767) (as amended)
- The Environmental Assessment of Plans and Programmes Regulations 2004 (HMSO, SI 2004 No 1633)
- The Conservation (Natural Habitats &c) Regulations 1994 (HMSO, 1994 No 2716) (as amended)
- The Conservation of Habitats and Species Regulations 2010 (as amended) (HMSO SI 2010 No.490)

The National Planning Policy Framework (February 2019) and associated practice guidance (as continuously updated) can be viewed at <https://www.gov.uk/government/collections/planning-practice-guidance>

Appendix 1 – Adopted Local Development Documents

1. Local Plans

Unitary Development Plan for Wirral – Adopted February 2000

Written Statement - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan/written>

Proposals Map - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan/forward>

Joint Merseyside and Halton Waste Local Plan – Adopted July 2013

Written Statement - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/joint-waste-local-plan-merseyside>

Maps and Plans - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/joint-waste-local-plan-merseyside>

2. Neighbourhood Development Plans

Devonshire Park Neighbourhood Plan - Made December 2015

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning/devonshire-park>

Hoylake Neighbourhood Plan – Made December 2016

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning/hoylake>

3. Statement of Community Involvement

Statement of Community Involvement - Adopted March 2014

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/community-involvement-local-planning/statement>

4. *Supplementary Planning Documents*

SPD1 – Designing for Development by Mobile Phone Operators – Adopted October 2006

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/designing>

SPD2 – Designing for Self-Contained Flat Development and Conversions – Adopted October 2006

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/designing-0>

SPD3 – Hot Food Takeaways, Restaurants, Cafes and Drinking Establishments – Adopted October 2006

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/hot-food>

SPD4 – Parking Standards - Adopted June 2007

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/parking>

Appendix 2 – Core Strategy Timetable

Document Name: Core Strategy Local Plan		Status: Development Plan Document
Purpose: To provide the long-term vision, objectives and spatial strategy for the Borough and the framework for future Development Plan Documents		
Coverage: Borough wide		Time Period: 15 years
Chain of Conformity: National Planning Policy Framework		Post Adoption Monitoring & Review: Annual Monitoring Report 5 Yearly Assessment
Departmental Responsibility: Economic and Housing Growth (Forward Planning) forwardplanning@wirral.gov.uk		Contact: Andrew Fraser, Forward Planning Manager 0151 691 8218
Key Milestones		Key Stakeholders (Regulation 2 bodies): Liverpool City Region Combined Authority Sefton Borough Council Liverpool City Council Cheshire West and Chester Council Flintshire County Council Other Liverpool City Region Authorities Liverpool City Region Local Enterprise Partnership Liverpool City Region Local Nature Partnership Merseyside Environmental Advisory Service Homes and Communities Agency Highways Agency Merseytravel Environment Agency Natural England Natural Resources Wales Marine Management Organisation Historic England Merseyside Police and Crime Commissioner
Preparation (Regulation 18):		
Commencement:	July 2005	
SA Scoping:	July 2006	
Initial Consultation:	September 2007	
Issues Vision and Objectives:	February 2009	
Spatial Options: (Regulation 18)	January 2010	
Preferred Options: (Regulation 18)	November 2010	
Settlement Areas: (Regulation 18)	January 2012	
Publication (Regulation 19)		
Proposed Submission Draft:	December 2012	
Initial Modifications:	July 2013	
Further Modifications:	December 2014	
Completion of SHMA update	May 2016	
Further consultation on housing need and land supply	August 2016	
Development Options Review		

Consultation on updated SHLAA methodology	July 2017	North West Ambulance Service Merseyside Fire & Rescue Service HM Coastguard and RNLi Office of Rail Regulation and Network Rail Civil Aviation Authority Health and Safety Executive National Health Service Organisations Conservation Area Advisory Committees Local Amenity Societies and Friends Groups Wirral Community Networks Wirral Wildlife Developers and Landowners Utilities and Infrastructure Providers Local Business Organisations Neighbourhood Forums Other General Consultation Bodies
Consultation on proposed Green Belt review Methodology	October 2017	
Consultation on Results of the Development Options Review	September 2018	
Publication of consultation responses	February 2019	

Appendix 3 – Risk Assessment

Risk	Description	Control Measures
Political	Risk of political approval being withheld and/or change of leadership and/or direction and/or political priorities	Consultation and involvement of Members in the Local Plan preparation process in order to provide ownership, leadership and commitment to future implementation. A Local Plan Member Advisory Group consisting of the Group Leaders, Cabinet members for the Local Plan and Housing and Planning and the Chair of Planning Committee has been established to support the Local Plan process. The Environment Overview and Scrutiny Committee receive a progress report at each of their meetings on Local plan progress.
Procedural	Changes in national policy leads to amended requirements	Seek to future-proof requirements wherever possible. Any changes are regularly monitored, assessed and responded to ensuring that the Local Plan meets the statutory requirements.
Financial -constrained Council budgets, increases in Planning Inspectorate fees	Risk of inadequate financial provision hindering progress and scope of work required	The Local Plan is a corporate priority and budgetary provision has been made available to ensure that a robust Local Plan is delivered. Budgets are reviewed with the Director of Finance regularly and reviewed at each Local Plan Programme Board meeting.
Staff turnover and recruitment difficulties	Staff turnover is difficult to predict. Risk of loss of key staff to other employment would severely affect our ability to progress the Local Plan work programme in a timely manner	Take prompt action to fill vacancies with staff with the appropriate skills. Specialist support has been secured to support the Local Plan team and this is regularly monitored.
Staff absence (e.g. long term sickness/maternity leave)	Reduced capacity causing slippage in programme	Consider interim arrangements such as temporary appointments, use of agency staff or secondment, subject to resources The adequacy of staffing levels will be evaluated through the ongoing monitoring of the preparation of the Local Plan

Risk	Description	Control Measures
Lack of in-house skills for specialised areas of policy work/background studies	<p>Slow progress causing a slippage in programme</p> <p>Evidence base challenged or undermined</p> <p>Quality compromised</p>	<p>Obtain training for areas where expertise is lacking</p> <p>Review staffing requirements as part of annual service reviews</p> <p>Expand partnership working, where possible</p> <p>Specialist support has been brought in to support the Team.</p>
Appointed consultants fail to deliver against requirements set out in brief, either in terms of quality or timetable	<p>Slow progress causing a slippage in programme</p> <p>Evidence base challenged or undermined</p> <p>Quality compromised</p>	<p>Check their capacity and ability to deliver before appointment</p> <p>Maintain ongoing monitoring of performance</p>
Pressure on staff time due to competing work streams	Diverts team from Local Plan work causing slippage in programme	<p>The Local Plan is recognised as a corporate priority</p> <p>Team dedicated to the Local Plan</p>
Legal	<p>Risk of non-compliance with legal procedures and requirements and/or judicial review leading to adopted Local Plan being quashed and additional workloads</p> <p>Changes in plan-making requirements/procedures can also result in delays</p>	<p>Ensure relevant legislation/ regulations are checked and complied with at each stage</p> <p>It is not possible to easily plan for further changes to the planning system. The Council will endeavor to deal with new requirements with minimum disruption to the timetable as part of ongoing monitoring</p> <p>QC appointed in November 2018.</p> <p>Programme Officer identified for Local Plan examination.</p>
Third Parties	Risk of comments and representations from third parties causing delay (including lengthening of	Consultation and involvement of relevant stakeholders

Risk	Description	Control Measures
	examination) and/or additional expense from unexpected volumes and/or unforeseen issues arising, with need for additional evidence and/or consultation	<p>Ensure timetable is realistic but has some flexibility built in and monitor progress against LDS</p> <p>Consider the need for additional resources as part of ongoing monitoring</p>
Joint working with other internal departments and/or external authorities causes delay	<p>Key milestones in programme not met</p> <p>Duty to Co-operate not met</p>	<p>Ensure timescales for Local Plan realistically reflect partner authorities ability to contribute to joint working</p> <p>Ensure commitment to milestone dates and resource allocation is obtained from relevant parties in advance</p>
Capacity of the Planning Inspectorate	<p>Examination and/or Inspectors Report is delayed</p> <p>Key milestones in programme not met</p>	<p>Close liaison with the Planning Inspectorate to ensure early warning of any problems</p> <p>The Council has sought to minimise the volume of issues to be resolved at examination, through ensuring a robust evidence base and wide pre-submission public consultation.</p>
Soundness – Local Plan found unsound by Planning Inspectorate	<p>Inspectors modifications required</p> <p>Local Plan cannot be adopted without significant additional work, possibly including repeated stages of preparation and consultation</p>	<p>Ensure Local Plan is legally compliant, founded on a robust evidence base, accompanied by appropriate assessments and appraisals and well-audited community and stakeholder engagement. Timetable allows for possible consultation on main modifications, if required.</p> <p>Use of self-assessment toolkit (published by national advisor PAS)</p> <p>Maintain awareness of best practice</p>