

## **Appendix 2**

### **Local Development Scheme**

**2009 - 2012**

# Contents

## Page No.

1	Introduction	
2	Role of the Local Development Scheme	
3	Local Development Frameworks	
4	Development Plan Documents to be produced	
5	Inter-relationships and chains of conformity between documents	
6	Building the Evidence Base	
7	Timetable for the Development Plan Documents	
8	Resourcing	
9	Sustainability Appraisal/Strategic Environmental Assessment	
10	Risk Assessment	
11	Monitoring and Review	
12	Other Local Development Documents	
13	Consultation on the Local Development Scheme	
14	Alternative Document Formats	

### **Appendices:**

1	Frequently Used Terms and Definitions	
2	Schedule of Proposed Development Plan Documents	
3	Relationship of Documents Within the Local Development Framework	
4	Timetable for the Production of Development Plan Documents	
5	Evidence Base Progress	

## 1. INTRODUCTION

- 1.1 The Planning and Compulsory Purchase Act 2004 introduced major changes to the planning system. The key aims of the new system are to streamline the plan making process and promote a pro-active, positive approach to managing development. There is a very strong emphasis on community and stakeholder involvement in planning and making key decisions early in the Plan process.
- 1.2 The Act introduced **Local Development Frameworks (LDFs)** which replace the former system of Structure Plans (produced by County Councils) and Local Plans (produced by District Councils). The LDF comprises a series of documents, which set out spatial policies and proposals for future development within each local planning authority's area. These documents are explained in more detail in Section 3 below.
- 1.3 The Act also requires each local planning authority to produce a **Local Development Scheme**, which is essentially a three year work programme for the production of these documents.
- 1.4 The planning legislation was updated in 2008.

## **2. ROLE OF THE LOCAL DEVELOPMENT SCHEME**

- 2.1 The Local Development Scheme informs the local community and stakeholders of the timetable that the Council intends to follow for the production of each Development Plan Document and enables people to see exactly when they can expect to be involved in the planning process. It also indicates in general terms what future work is proposed beyond the three year period, particularly in terms of reviewing or supplementing the documents that the local planning authority is proposing to produce.
- 2.2 The Local Development Scheme will be reviewed annually in March and/or where there is a need to revise or prepare a new spatial policy document.

### 3. LOCAL DEVELOPMENT FRAMEWORKS

3.1 The new planning policy system is complex and uses terminology which you may not be familiar with. To help, Appendix 1 is a list of frequently used terms and definitions, which you may wish to refer to as you read this document.

3.2 Under the collective title of **Local Development Documents (LDDs)** local planning authorities will need to prepare the following:

- **Development Plan Documents (DPDs):** A number of individual documents (see paragraph 3.3 below) which, together with the relevant Regional Spatial Strategy (RSS) and the County Minerals and Waste Development Framework, will form the statutory development plan for each District.
- **Supplementary Planning Documents (SPDs):** Individual documents providing additional policy guidance to supplement the policies and proposals in its Development Plan Documents. These will replace existing supplementary planning guidance.
- A **Statement of Community Involvement (SCI)** explaining the authority's approach to involving the community in the preparation and review of all its Local Development Documents and in all development control decisions.

3.3 Each local planning authority will need to decide which of the following Development Plan Documents it is going to produce:

- **Core Strategy** sets out the key elements of the planning framework for the area. It should contain a vision, strategic objectives, core policies and a framework for monitoring and implementation. Once adopted, all other development plan documents must be in conformity with it.
- **Development Policies** document, against which planning applications can be assessed.
- **Site Allocations** document allocates land for specific uses and includes policies relating to the delivery of site specific allocations.
- **Area Action Plans** (where needed) which provide the planning framework for key areas where significant change or conservation is needed. The main focus will be on implementation.

3.4 In addition, every local planning authority must produce a **Proposals Map** illustrating the policies and proposals in its DPDs. It needs to be continuously updated as and when changes are made to each DPD.

3.5 This Local Development Scheme and the Annual Monitoring Report also form part of the Local Development Framework.

#### 4. **DEVELOPMENT PLAN DOCUMENTS TO BE PRODUCED**

4.1 After consideration of the key issues and challenges facing the District and an assessment of the effectiveness of existing policies and proposals in the adopted District Local Plan, it is proposed that St Albans City and District Council will prepare the following Development Plan Documents as part of its Local Development Framework:

- Core Strategy DPD
- Site Allocations DPD
- Development Policies DPD
- East Hemel Hempstead Area Action Plan (AAP) (jointly produced with Dacorum Borough Council)

4.2 A Proposals Map will also be produced and maintained to illustrate the policies and proposals. The time horizon for the Core Strategy will be 2026. This complies with PPS12 which advises that the time horizon for the Core Strategy should be at least 15 years from the date of adoption.

4.3 Three previous LDF issues and options consultations have taken place:

- May 2006: Joint Consultation Issues and Options as part of the LDF and the Sustainable Community Strategy. This initial document covered the Core Strategy, Site Allocations and Development Policies DPDs.
- November 2006: Core Strategies Supplementary Issues and Options Paper: Growth at Hemel Hempstead (see paragraph 4.6 below)
- July 2007: Core Strategy Issues and Options Consultation Paper

4.4 Appendix 2 contains information for each of the Development Plan Documents that St Albans City and District Council will be producing over the next three years, setting out their key dates for production.

#### **Hemel Hempstead Expansion**

4.5 The East of England Plan (see paragraph 5.2) includes major expansion at Hemel Hempstead, probably extending into St Albans District.

4.6 St Albans and Dacorum Councils have published a consultation paper called 'Core Strategies Supplementary Issues and Options Paper: Growth at Hemel Hempstead' (November 2006). This consultation paper sought views on possible broad locations for development in the Green Belt around Hemel Hempstead. However, it is not certain that any of the development will be located in St Albans District.

4.7 The timetable of the St Albans Core Strategy is aligned with the proposed revised timetable for Dacorum's Core Strategy. In particular, it is considered important that each Core Strategy is submitted for public

- 4.8 The East Hemel Hempstead AAP will provide detailed planning guidance for Maylands employment area and nearby major development sites. If any urban extensions east of Hemel Hempstead are proposed in the St Albans Core Strategy, it is intended that these urban extensions will be covered in the AAP. However, a final decision on whether the urban extensions should be included in the AAP will be made once the scale and location of major development around Hemel Hempstead is decided in the submission versions of the Dacorum and St Albans Core Strategies.
- 4.9 The timetable for the AAP in this LDS is the same as that proposed in Dacorum Borough Council's draft revised LDS.

### **Hatfield Expansion**

- 4.10 The East of England Plan 2008 also includes major expansion at Welwyn Garden City and Hatfield, involving land in Welwyn Hatfield District and potentially St Albans District. The document states that the Green Belt review around Welwyn Garden City and Hatfield should include joint or coordinated work if further expansion of Hatfield to the west emerges as a preferred option.
- 4.11 St Albans District Council will need to work closely with Welwyn Hatfield Borough Council on planning for possible expansion through the LDF process. A consultation paper regarding the Welwyn Hatfield Core Strategy Issues and Options will be published in March 2009. This paper will seek views on possible broad locations for development including options extending into St Albans District. It is anticipated that the decision on whether Hatfield West will emerge as a preferred option will be made by Late 2009.
- 4.12 If it is concluded that some of the Welwyn Hatfield expansion should involve Hatfield expanding westwards into St Albans District, it is envisaged that this will be handled through the LDF process as follows:
- Broad locations for development and/or strategic site allocations in the St Albans and Welwyn Hatfield Core Strategy.
  - St Albans District Council and Welwyn Hatfield Borough Council would jointly prepare a West Hatfield Area Action Plan, to cover major development sites in both Councils' areas. The timetable for this AAP would be included in a revised St Albans LDS. The timing of the AAP would have to be agreed with Welwyn Hatfield Council.
- 4.13 The timetable for the St Albans Core Strategy, which determines the broad locations and distribution of growth, has taken account of Welwyn Hatfield Council's possible revised Core Strategy timetable. If an

acceptable level of alignment can be achieved on the St Albans and Welwyn Hatfield Councils' timetables, this means that a single issue review on the St Albans Core Strategy which was previously envisaged in the 2007 LDS would not be required.

## **5. INTER-RELATIONSHIPS AND CHAINS OF CONFORMITY BETWEEN DOCUMENTS**

- 5.1 Government guidance in Planning Policy Statement 12 (PPS12) states that the Regional Spatial Strategy (RSS) provides the regional framework against which local participation in creating Sustainable Community Strategies and Core Strategies takes place. PPS12 adds that the Core Strategy vision should be in general conformity with the RSS and it should closely relate to any Sustainable Community Strategy (SCS) for the area.
- 5.2 The relevant RSS is the East of England Plan, which was approved in 2008 (see Appendix 1). The District is covered by the Hertfordshire and St Albans SCSs. The SCS for St Albans District is the responsibility of the St Albans and District Local Strategic Partnership. The current SCS covers the period to 2021.
- 5.3 The Council's May 2006 Issues and Options consultation paper was a joint consultation on the Core Strategy, Site Allocations and Development Policies DPDs and the SCS. This reflected the very strong links between the LDF and SCS. The links will be strengthened as work continues on the Core Strategy.
- 5.4 The St Albans SCS is being refreshed in the first half of 2009. The process for its development has been aligned with the development of the Core Strategy, to ensure that the Core Strategy becomes the 'spatial expression' of the SCS. A Council scrutiny task group has been set up to focus specifically on this issue. The evidence base for both processes is being shared (see section 6). Drafts of the SCS refresh and the Core Strategy emerging strategy consultation document will be considered by the Council in spring 2009 and both documents are due to be published in June.
- 5.5 The diagram at Appendix 3 (together with the schedule of DPDs in Appendix 2) clearly shows the inter-relationships and the chains of conformity between each of the documents to be produced by the District Council. Appendix 3 also shows the wider regional and sub-regional context in which the documents are being prepared.
- 5.6 A starting point for the preparation of each DPD is a broad review of the existing Local Plan. The Council needs to consider whether adopted Plan policies are still up to date and consistent with the Central Government Planning Policy Statements, the East of England Plan (RSS14) and other District Council strategies/policy statements.
- 5.7 Government guidance stated that all Local Plan policies were automatically saved for three years from the commencement of the Planning and Compulsory Purchase Act 2004 (i.e. until 28 September 2007). However, the Government asked local authorities to show for each of the policies in its 'saved' Local Plan:

- If it is to be replaced, deleted or merged:
- The timing of the above: and
- Within which Development Plan Document any replacement policy is to be located.

5.8 In September 2007 the Secretary of State agreed that some Local Plan policies can be saved beyond the original three year period. The Secretary of State accepted that these policies are compliant with certain criteria. In particular, these policies reflected the principles of LDFs, were consistent with current national policy and that it was not desirable or feasible to replace them by 27 September 2007.

## **6. BUILDING THE EVIDENCE BASE**

6.1 To develop our evidence base, an extensive programme of technical studies/background work is being carried out. The District Council is increasingly working with other authorities in producing the evidence base for the DPDs.

6.2 Key documents being produced include:

- Hertfordshire Infrastructure and Investment Strategy
- St Albans City Vision
- St Albans Rural Vision
- Strategic Housing Land Availability Assessment
- London Commuter Belt West Strategic Housing Market Assessment
- London Arc – Hertfordshire: Jobs Growth and Employment Land Study
- Retail and Leisure Assessment

6.3 Progress on the main elements of the evidence base is summarised in Appendix 4. Considerable progress has been made and the evidence base will be completed before the Council reaches the submission stage of each DPD. The Planning Advisory Service has recently published evidence base guidance. The guidance will be reviewed to see if further work on the evidence base is required.

6.2 Consideration will also be given to evidence produced by other Council departments and external organisations, as we prepare the Development Plan Documents.

## **7. TIMETABLE FOR THE DEVELOPMENT PLAN DOCUMENTS**

- 7.1 This Local Development Scheme covers the period from April 2009 to March 2012. Appendix 5 sets out the timetable and key milestones for the production of each DPD for St Albans City and District. The chart relates specifically to the stages of document preparation set out in Central Government's Planning Policy Statement (PPS12)/regulations.
- 7.2 The St Albans District Local Plan Review was adopted in November 1994 and is now well past its end date. Consequently, there is an urgent need to prepare the three proposed main DPDs (Core Strategy, Site Allocations and Development Policies). The Core Strategy DPD will be produced first, with the other DPDs following nearly a year later. This will allow stakeholders and the local community to see how site specific and detailed development policies reflect the vision and spatial objectives in the East of England Plan and the Core Strategy.
- 7.3 Planning authorities are expected to 'front load' the preparation of DPDs by ensuring early and effective involvement from the community and all stakeholders. The plan preparation process should include consideration of realistic alternative options based on a robust evidence base, the authority's awareness of local issues and the views of stakeholders and the local community. Key decisions on the spatial strategy should be taken at the earliest possible stage to allow for full community involvement and sustainability appraisal.
- 7.4 There will be opportunities for the public to comment at various stages of the production of these documents. Please refer to Appendix 2 for key dates for public involvement. The District Council formally adopted its Statement of Community Involvement in April 2006 and this document will set the standards for involving the community in the preparation and review of all the Council's Local Development Documents and in development control decisions.
- 7.5 The timetable for the production of each Development Plan Document is shown in the Schedule of Proposed Development Plan Documents (Appendix 2) and in the Gantt chart (Appendix 5).
- 7.6 The Council is working closely with Dacorum Borough Council in respect of the proposed Hemel Hempstead expansion. The Council is also working closely with Welwyn Hatfield Borough Council in relation to possible expansion west of Hatfield. (see section 4)

## **8. RESOURCING**

- 8.1 Staff from the Council's Planning Policy team, which comprises four qualified town planners and one technical and monitoring officer, will be responsible for most of the work on the LDF. The Council also employs an officer on a temporary contract to assist the LDF team.
- 8.2 The Council recognizes that the extra workload resulting from the LDF system requires additional staff resources in the Planning Policy team. In October 2008 the need for additional permanent staff was agreed ie two qualified planners and a technical assistant. Further temporary staff or consultants will be engaged as and when necessary.
- 8.3 Officers from other Council departments will be consulted on draft policy options at the earliest possible stage and may also provide assistance where required, for example during public consultation exercises. The Council has set up an LDF project Board and an LDF Officer Working Group.
- 8.4 St Albans City and District Council, together with Watford, Three Rivers and Dacorum Councils have commissioned consultants to undertake all the detailed sustainability appraisal work associated with DPD preparation. (see section 9)
- 8.5 The Planning Policy team uses Limehouse software. This results in time and cost savings and enables efficient handling of representations at the public consultation stages.
- 8.6 The Council regards the preparation of the LDF as a priority. A medium term resourcing plan has been produced to ensure adequate financial resources are available to support the delivery of the Local Development Framework. The Council's budget includes estimated expenditure on the LDF to cover the period from 2009 to 2012. However, it is difficult to predict the costs of producing the LDF and there is uncertainty over the future level of the Housing and Planning Delivery Grant and Growth Area Funding.

## **9. SUSTAINABILITY APPRAISAL/STRATEGIC ENVIRONMENTAL ASSESSMENT**

- 9.1 A Sustainability Appraisal and Strategic Environmental Assessment (as described in Appendix 1) must be undertaken for each of the Development Plan Documents that the Council produces. To be effective, sustainability appraisal should be fully integrated into the plan making process. It should be started as soon as a new or revised DPD is first considered, and should provide input at each stage when decisions are taken.
- 9.2 Local planning authorities must undertake sustainability appraisals of the issues and alternative options to be included in each DPD. A final report must then accompany each DPD when it is submitted to the Secretary of State for independent examination. Supplementary Planning Documents should have sustainability appraisals where they have significant social economic or environmental impacts which have not been covered in the appraisal of higher level policy. This will ensure that decisions are made that accord with sustainable development principles.
- 9.3 St Albans, Dacorum, Three Rivers and Watford Councils have commissioned consultants to undertake all the sustainability appraisal work on their DPDs. The Sustainability Appraisal process (incorporating Strategic Environmental Assessment) is broken down into five key stages. With regard to progress in St Albans, Stages A are now complete and we are at Stage B:

Stage A	Setting the baseline (at the same time that the local authority is developing its evidence base and undertaking background technical work)
Stage B	Developing and refining different options (i.e. testing all issues and options being considered by the local authority against the Sustainability Framework)
Stage C	Assessing the effects of the Preferred Options (and preparing a final Sustainability Appraisal report on the DPD or SPD)
Stage D	Consultation on the final Sustainability Appraisal report (at the same time as consulting on either the Preferred Options in the case of DPDs or on a draft SPD)
Stage E	For DPDs only, monitoring significant effects of the DPD to identify any unforeseen adverse effects. (Sustainability Monitoring Reports should be published as part of the Annual Monitoring Report).

## 10. RISK ASSESSMENT

10.1 When estimating the likely timescales for the preparation of each Development Plan Document, it is important to bear in mind any potential risks to achieving the key milestones. Whilst it is difficult to say if and when such risks may arise, this local authority considers that the following would have the greatest impact on timetabling:

Risk	Possible Mitigation Measures
Potential loss of experienced staff in the team/ problems in recruiting new staff.	High impact. If existing Planning Policy staff leave, recruitment of replacements needs to be expedited. If gaps in the Planning Policy team are anticipated for long periods of time, consideration will be given to employing temporary staff or consultants, or seconding staff from other teams.
Inadequate skill base	Where a skill gap is identified, consideration will be given to: providing relevant training for in-house staff and/or commissioning consultants with relevant expertise.
Additional workload for key stakeholders e.g. Hertfordshire County Council, the Environment Agency, Natural England etc.	Beyond District Council's control (although Herts CC have been made aware of our revised timetable for DPD preparation).
Any slippage in timescales for external consultants working on technical studies on behalf of the Council.	With good project management this should not happen (unless Central Government issues new guidance documents to be taken into account or the scope of a Project Brief is extended).
Unexpected New Evidence	The Council will regularly assess the evidence base requirements. Where the need for new evidence is identified the Council will address the gap at the earliest opportunity.
Preparation and Review of the East of England Plan Review	<p>The significant delay between publication of the Government's Proposed Changes and the final adopted Regional Spatial Strategy and the planning implications in the RSS for St Albans District have had a major impact on the LDF timetable.</p> <p>A review of the RSS has already begun. The Government Office has advised that the St Albans Core Strategy should reflect the approved East of England Plan, rather than the emerging review. However there is a risk that this may change. Regular contact with the Government Office could help with any emerging issues.</p>

<b>Risk</b>	<b>Possible Mitigation Measures</b>
The decision making process (i.e. fitting in with meetings scheduled for the Planning Policy Advisory Panel, Cabinet and Council).	The proposed timetable takes this into account as far as possible. This risk of delay will be significantly increased by there being dual political processes arising from joint working with Dacorum and Welwyn Hatfield Councils. (see below)
Timetable slippage at Dacorum and Welwyn Hatfield Councils where joint or coordinated documents are being prepared in accordance with an aligned timetable.	The Council will liaise with adjoining authorities to identify possible slippages at an early stage. Appropriate action to minimize any delay will be agreed with the adjoining authority. This may involve considering the provision of additional resources.
Insufficient financial resources available at key stages of plan preparation.	See section 8 above.
Political Changes	Cross party support to emerging DPDs will be achieved if possible.
The scale and complexity of community and stakeholder involvement/ representations received during consultation periods.	Difficult to gauge, but high level of public representations likely. May need temporary planning staff, secondments or short term administrative assistance to cope with peaks in workload.
Advice from GO-East, or other parties that the emerging DPDs are likely to be rejected as unsound in relation to the tests of soundness in PPS12.	The Council is taking full account of Government guidance and liaising with GO-East to minimise the risk of DPDs being rejected as unsound. In addition, the Council is reading relevant documents including DPDs produced by other Councils and Inspectors' reports. The Council's officers are also attending courses on LDFs, especially those organised by GO-East and Planning Advisory Service.
Representation is made at the publication of DPD stage which could undermine the soundness of the DPD.	The Council will seek to produce the DPD in accordance with the legislation and best practice to ensure soundness. However if a representation is made at the publication of DPD stage which could undermine the soundness of the DPD, the Council would carefully consider the risks and would withdraw the DPD if necessary.
The length of the public examinations	This mainly depends on the number of representations received and the complexity of key spatial issues to be considered at the examinations. Ways in which the examinations can be shortened will be discussed with the Planning Inspectorate at the earliest possible stage and necessary changes to the DPD timetable will be made accordingly.

<b>Risk</b>	<b>Possible Mitigation Measures</b>
The ability of the Planning Inspectorate and the Government Office for the East of England to cope with their additional workload.	Beyond District Council's control.
Any High Court Challenges into the validity of a DPD	Beyond District Council's control.

## **11. MONITORING AND REVIEW**

- 11.1 The Council is required to submit an Annual Monitoring Report (AMR) to Government by the end of each calendar year. This report will assess progress in implementing the Local Development Scheme. It is possible that the LDS would need to be updated/amended if targets or milestones for the preparation of each of the Development Plan Documents are not being met. Each AMR will cover the year April to March.
- 11.2 AMRs will also assess whether the policies in each Development Plan Document need adjusting/replacing because they are not working as intended or are not achieving sustainable development objectives.
- 11.3 Where possible, the District Council will aim to co-ordinate its monitoring activities with Hertfordshire County Council and, if appropriate, with the East of England Regional Assembly to ensure consistency and to avoid duplication of resources. The Planning Policy team will also aim to coordinate monitoring and surveys with other local initiatives such as the Sustainable Community Strategy.

## **12. OTHER LOCAL DEVELOPMENT DOCUMENTS**

### **Supplementary Planning Documents (SPD)**

- 12.1 PPS12 requires the LDS to provide information about the production of SPDs. These are considered to be an important element of the LDF in terms of providing detailed guidance. This LDS will provide a brief overview of proposed SPD production.
- 12.2 St Albans City and District Council already has supplementary planning guidance (SPG) that it has adopted to supplement policies in the current District Local Plan. Central Government says that SPG can continue to be used as non-statutory planning guidance, provided it remains linked to a 'saved' Local Plan policy. It is intended that the existing SPG will be updated and adopted as SPD.
- 12.3 The Council also has non-statutory policy guidance. Some will be updated and adopted as SPD. The rest are not proposed as future SPD. Instead it will form part of the evidence base for future Development Plan Document preparation or it is considered to provide assistance to applicants.
- 12.4 The previous LDS did not propose that any SPDs should be produced until 2010, after the public examinations on the DPDs are over. The approach to SPDs has been changed as the timetable is rolled forward to 2012 and it now seems that the Development Policies DPDs should not contain as much detail as old style Local Plans. Instead, much of the detail should now appear in SPDs. It would be of great help to Development Control to start work on the key SPDs earlier than previously proposed, with a view to adopting them at the same time or soon after the Development Policies DPD in 2012. This would reduce any gaps in detailed guidance needed for determining planning applications.
- 12.5 The Council may also decide to produce development briefs for individual site(s) in the form of Supplementary Planning Documents to support specific policies in the Site Allocations DPD. The need for these will be assessed and the timescales for their production will be included in a revised Local Development Scheme, as necessary.
- 12.6 The tables below suggest some possible SPD titles and proposed timescales. Five titles have been identified as key SPDs to be prepared alongside the Development Policy DPD, with proposed adoption dates in January 2012. The Planning Obligations SPD is proposed to be adopted in Autumn 2009 and the timetable for the Building Futures supplementary guidance has yet to be decided.

<b>Supplementary Planning Documents (SPD)</b>		
<b>Title</b>	<b>Geographical Area and Content</b>	<b>Proposed Timetable</b>
Design and layout of new housing*	District Wide Document to set out detailed advice regarding design and layout of new housing.	Existing guidance 'Design advice leaflet 1' to be revised and adopted as SPD. Consultation on draft SPD: June 2011 Proposed timescale: To be adopted March 2012
Extensions in residential areas *	District Wide Document to set out detailed advice regarding extensions in residential areas.	Existing guidance 'design advice leaflet 2' to be revised and adopted as SPD. Consultation on draft SPD: June 2011 Proposed timescale: To be adopted March 2012
Affordable housing	District Wide Document to set out detailed advice regarding affordable housing.	Existing SPG dated March 2004 linked to saved policy 7A - Affordable Housing in Towns and Specified Settlements. To be revised and adopted as SPD. Consultation on draft SPD: June 2011 Proposed timescale: To be adopted March 2012
Planning obligations*	District Wide Document to set out detailed advice regarding planning obligations.	Proposed guidance to be adopted as SPD. To be linked to saved policy 143B – Implementation. Consultation on draft SPD: June 2009 Proposed timescale: To be adopted Autumn 2009
Residential extensions and replacement dwellings in the green belt	District Wide Document to set out detailed advice regarding residential extensions and replacement dwellings in the green belt	Existing SPG dated May 2004 linked to saved policy 13 - Extension or Replacement of Dwellings in the Green Belt. To be revised and adopted as SPD. Consultation on draft SPD: June 2011 Proposed timescale: To be adopted March 2012
Parking Standards*	District Wide Document to set out detailed advice regarding parking standards.	Existing guidance to be revised. May be produced by HCC as Supplementary Guidance. To be decided in consultation with HCC and Hertfordshire districts. Consultation on draft SPD: June 2011 Proposed timescale: To be adopted March 2012
Building Futures*	District Wide Document to set out detailed advice as to how to make new development more sustainable and higher quality in design.	To be produced as Supplementary Guidance by HCC in consultation with Hertfordshire districts. Proposed timescale: To be decided.

\* = Those marked by an asterisk are likely to be produced by Council officers outside the Planning Policy team, for example by conservation and design officers.

12.7 The priorities for the production of SPDs will be kept under review. This means that some of these suggested SPD titles may not be needed or new ones may be required. It is proposed to update the schedules in subsequent revisions of the Local Development Scheme to reflect the latest position.

<b>Further Supplementary Planning Documents (SPD) to be considered for production in the future (timetable to be decided)</b>
Shopfront and advertisement design* - Existing guidance dated 1985 may be revised and adopted as SPD.
New uses for historic barns* - Existing guidance 'design leaflet 3' may be revised and adopted as SPD. Alternatively English Heritage Guidance may be used. To be decided.
Renewable energy* - May be produced by HCC as Supplementary Guidance. To be decided in consultation with HCC and Hertfordshire districts.
Green travel plans*
Archaeology*
Watling Chase Community Forest*
Landscape character areas*
Nature conservation sites*

\* = Those marked by an asterisk are likely to be produced by Council officers outside the Planning Policy team, for example by conservation and design officers or the District Archaeologist.

### **Possible Future Documents**

12.8 This LDS covers the period from April 2009 to March 2012. Future reviews of the Local Development Scheme will provide a good opportunity for us to determine whether any further Development Plan Documents are required. This section considers whether any other AAPs and DPDs are likely to be required in the future.

12.9 The Council is producing a St Albans City Vision, as part of the evidence base for the LDF. The City Vision document may conclude that the Council should give priority to implementing the vision through the preparation of a Local Development Document. This might take the form of a St Albans City Centre Area Action Plan. However, at present it is too soon to decide whether an area action plan should be included in the LDS.

12.10 If development west of Hatfield emerges as a preferred option in the Core Strategy, an Area Action Plan is likely to be proposed in relation to expansion West of Hatfield, to be prepared jointly between Welwyn Hatfield and St Albans Councils. (see paragraphs 4.10 – 4.13 above)

12.11 The Statement of Community Involvement will need to be updated in the future to take account of the new planning act/guidance/regulations.

### **13. CONSULTATION ON THE LOCAL DEVELOPMENT SCHEME**

- 13.1 LDSs are not subject to independent examination by the Secretary of State, nor is there a statutory requirement for them to be published for formal consultation purposes.
- 13.2 However, this LDS has been developed in consultation with other Council departments and Councillors to seek broad corporate support and ensure that the programme fits within the timescales for other corporate strategies. The most important of these is the Sustainable Community Strategy for St Albans City and District (see paragraphs 6.3 and 6.4 above).
- 13.3 The proposed major expansions of Hemel Hempstead and Welwyn Hatfield, which may involve development in St Albans District, have been taken into account in the preparation of the LDS (see paragraphs 4.5 - 4.13 above). Discussions have been held with Dacorum and Welwyn Hatfield Councils to agree how these expansions will be handled through the LDF process.
- 13.4 The LDS has also been developed through close liaison with the Government Office for the East of England (Go-East) and was submitted to the Secretary of State (represented by Go-East) in XX 2009. The LDS was not subject to independent examination, however Go-East considered whether:
- Any proposed Supplementary Planning Documents ought to have been prepared as Development Plan Documents, so that they were subject to independent examination
  - The timescale for the preparation of each document was realistic
  - The evidence base which the local planning authority proposed to develop to underpin each of the Development Plan Documents was sufficiently comprehensive
  - There were obvious omissions from the LDS (e.g. whether the local planning authority ought to have identified any other type of Local Development Document)
  - The local planning authority had identified the correct priorities for the preparation of its Local Development Documents.
- 13.5 On XXX 2009, the Council received notification from Go-East that the Secretary of State did not intend to issue a direction under Section 15(4) of the Planning and Compulsory Purchase Act 2004, requiring changes to the Local Development Scheme. The LDS was brought into effect on xx 2009.

## **14. ALTERNATIVE DOCUMENT FORMATS**

- 14.1 In line with the Council's Equalities Plan, the LDS, or extracts from it, may be available in alternative formats on request e.g. braille, large print, on audio-tape, via email or in different languages. For further information or assistance, please contact the Public Relations team on 01727 819317.

## Appendix 1

### Frequently Used Terms and Definitions

#### **Regional Spatial Strategy (RSS14) – generally referred to as the East of England Plan**

The Regional Spatial Strategy (RSS) is prepared by the East of England Regional Assembly (EERA) and sets out the policies in relation to the development and use of land in the region to 2021. The RSS is approved by the Secretary of State. The East of England Plan was approved in May 2008 and a review of the plan, looking forward to 2031 is underway.

#### **Spatial Planning**

Spatial planning is a process of place shaping and delivery. It aims to:

- Produce a vision for the future of places and communities that responds to the local challenges and opportunities, is based on evidence and community derived objectives, within the overall framework of national policy and regional strategies
- Translate this vision into a set of priorities, programmes, policies, and land allocations together with the public sector resources to deliver them.
- Create a framework for private investment and regeneration that promotes economic, environmental and social well being for the area.
- Coordinate and deliver the public sector components of this vision with other agencies and processes [eg Local Area Agreements which relate to the delivery of services in local areas].
- Create a positive framework for action on climate change.

#### **Local Development Framework (LDF)**

An umbrella term for a series of documents (known as Local Development Documents) that District Councils will need to prepare, in order to deliver the spatial planning strategy for their area. The LDF will also include the work programme for plan preparation (known as the Local Development Scheme) and the Annual Monitoring Report.

#### **Local Development Scheme (LDS)**

A statement and accompanying tables/timecharts informing the local community and stakeholders about the planning policy documents that the District Council intends to produce over a three year period as part of its Local Development Framework. It will set out the timetable that the Council intends to follow for their production and enables people to see exactly when they can expect to be involved in the planning process.

#### **Local Development Documents (LDDs)**

A collective term for Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement (see below).

## Development Plan Documents (DPDs)

These will replace existing Local Plans. They will be spatial planning documents, which together with the Regional Spatial Strategy (RSS) and the County Minerals and Waste Development Framework, will form the statutory development plan for the local authority area and will be subject to independent examination.

The following DPDs may be produced by each local planning authority:

- A **Core Strategy**: This will set out the key elements of the planning framework for the area. It will include a vision and strategic objectives, together with core policies for achieving them. The Core Strategy will include the District's housing requirement and will set out broad locations, and possible strategic site allocations, for delivering strategic development needs such as employment, retail, leisure, community and transport development.
- A **Site Allocations** document: setting out proposals for specific sites, with associated policies (e.g. access requirements, broad design principles etc) to ensure their delivery.
- **Development Policies**: A limited set of policies against which planning applications can be assessed (e.g. protecting residential amenity, transport issues, protecting vitality and viability etc). This document should not include a large number of use-related policies which can be repetitive and quickly become out of date.

Depending on the nature of the District, a local planning authority may also decide to produce the following DPD(s):

- **Area Action Plans (AAPs)**: Documents which provide the planning framework for areas where significant change or conservation is envisaged. The main focus will be on implementation and the AAPs should:
  - i) deliver planned growth areas;
  - ii) stimulate regeneration;
  - iii) protect areas particularly sensitive to change;
  - iv) resolve conflicting objectives in areas subject to development pressures; or
  - v) focus the delivery of area based regeneration initiatives.

A **Proposals Map** (and any inset maps) illustrating the Council's spatial policies and site specific allocations must be prepared on an Ordnance survey base and continuously updated as changes are made to each DPD.

## Statement of Community Involvement (SCI)

A clear, concise document explaining the authority's approach to involving the community in the preparation and review of all Local Development Documents and in development control decisions.

## **Supplementary Planning Documents (SPDs)**

These documents will replace existing supplementary planning guidance. Each local planning authority will decide whether it wishes to produce additional policy guidance in the form of SPD(s) to supplement the policies and proposals in its Development Plan Documents. They can be thematic or site specific and can take the form of design guides, area development briefs, master plans or issue based documents. SPDs will not form part of the statutory development plan or be subject to independent examination but will be subject to rigorous procedures of community involvement.

Previous guidance required that each SPD must be in conformity with the DPD policy that they supplement (or in circumstances where a DPD is yet to be adopted, a saved policy from the existing Local Plan). New guidance also allows SPD to be prepared which conforms directly to the RSS or National Policy provided it does not contravene DPDs in the District.

## **Sustainable Community Strategy (SCS)**

The 2006 Local Government white Paper describes the role of SCSs as follows:

“The SCS sets out the strategic vision for a place. It provides a vehicle for considering and deciding how to address difficult and cross-cutting issues such as the economic future of an area, social exclusion and climate. Building these issues into the community’s vision in an integrated way is at the heart of creating sustainable development at the local level.”

The SCS is prepared by the Local Strategic Partnership, in consultation with local people, businesses and community and voluntary groups.

St Albans District is covered by the Hertfordshire and St Albans SCSs.

## **Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA)**

Local planning authorities must comply with European Union Directive 2001/42/EC which requires formal strategic environmental assessment (SEA) of certain plans and programmes, which are likely to have significant effects on the environment. Sustainability Appraisal is a systematic and iterative appraisal process, incorporating the requirements of the SEA Directive. The main purpose of sustainability appraisal is to appraise the social, environmental and economic effects of the strategies and policies in Development Plan Documents from the outset of the preparation process. Supplementary Planning Documents should have sustainability appraisals where they have significant social economic or environmental impacts which have not been covered in the appraisal of higher level policy. This will ensure that decisions are made that accord with sustainable development principles.

## **Annual Monitoring Report (AMR)**

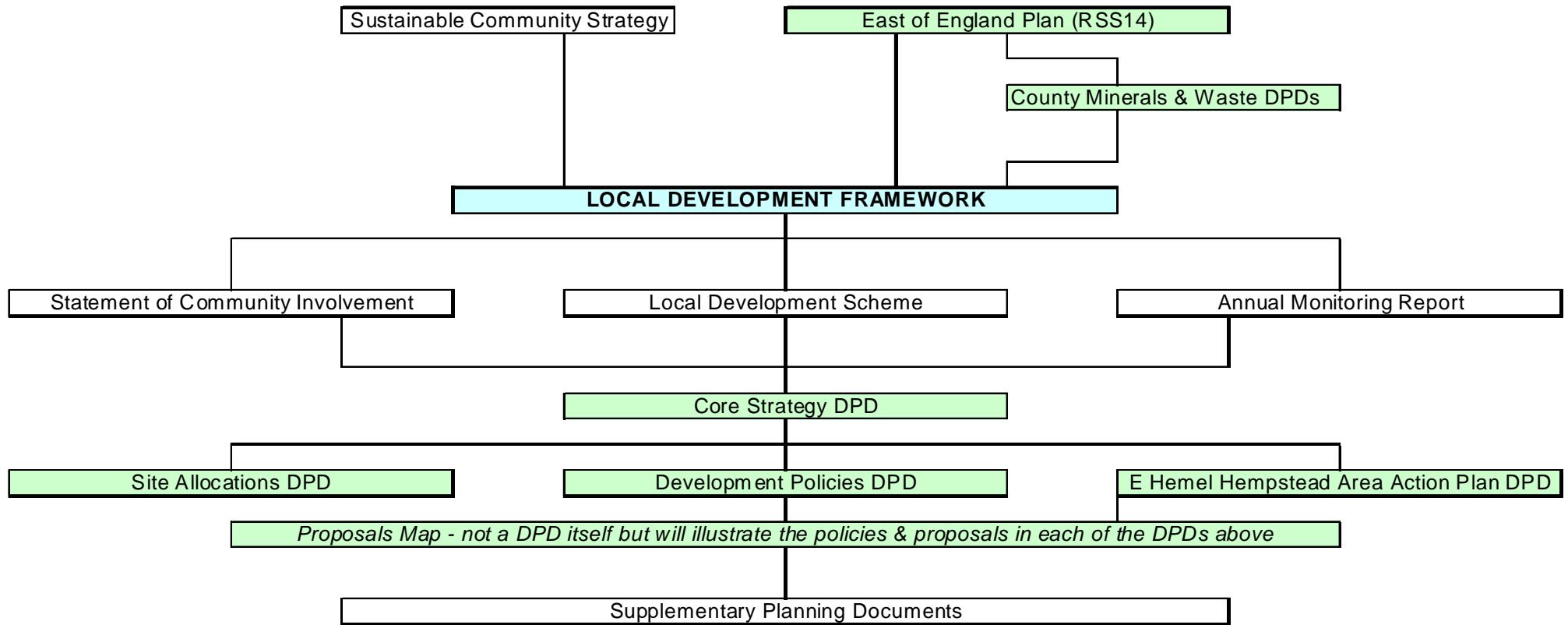
The AMR will assess the progress on the implementation of the Local Development Scheme by the local authority and the extent to which policies in Local Development Documents are being successfully implemented.

## Appendix 2 – Schedule Of Proposed Development Plan Documents

Document Title	Status	Role & Content	Geographical Coverage	Chain of Conformity	Commence –ment (consult statutory bodies on scope of SA)	Dates for key public participation Event(s)	Date for Publication of DPD (regulation 27)	Date for submission of DPD to Secretary of State	Proposed date for adoption of DPD
Core Strategy	DPD	Document setting out the spatial vision and strategic objectives for the District. It will include core policies that seek to implement the spatial and transport policies of the Regional Spatial Strategy and will set out the District's housing requirement to 2026.	District-wide	Consistent with national planning policies and in general conformity with the Regional Spatial Strategy, (and any sub-regional strategies).	March 2006	June 2009 *	February 2010	July 2010	June 2011
Site Allocations	DPD	Document which sets out policies and proposals on a site specific basis (including policies which relate to the delivery of site specific allocations).	Site Specific	Must conform with the Core Strategy.	March 2006	June 2010	February 2011	July 2011	March 2012
Development Policies	DPD	Concise set of general policies against which planning applications can be assessed (e.g. protecting residential amenity, transport and access, protecting vitality and viability)	District-wide	Must conform with the Core Strategy.	March 2006	June 2010	February 2011	July 2011	March 2012
East Hemel Hempstead Area Action Plan	DPD	Document setting out the spatial strategy for an area subject to economic change and expansion. The document will explain how development proposals will be coordinated and implemented.	Partly in St Albans District, partly in Dacorum Borough	Must conform with the Core Strategies for St Albans and Dacorum.	Feb 2006	June 2009 March 2010	February 2011	July 2011	March 2012
Statement of Community Involvement	n/a	Document sets out how communities and stakeholders will be involved in the LDF.	District-wide	Consistent with Act, Regulations and guidance.	n/a	n/a	n/a	n/a	Adopted 2006

\* The elements of the Core Strategy which relate to the Hemel Hempstead expansion are likely to be presented in a separate joint document which is endorsed by both Dacorum and St Albans Councils and will supplement the main Core Strategy Document.

### Appendix 3 - Relationship of Documents Within The Local Development Framework



**KEY:**

Forms part of the Statutory Development Plan

The chains of conformity are indicated by the lines within the diagram, beginning with RSS14 and moving downwards

## Appendix 4 – Progress on the Main Elements of the Evidence Base

Subject	Relating to which DPD?	In-house or Consultants	Key Dates
Hertfordshire Infrastructure and Investment Strategy	All	Consultants – County-wide study	April 2008: Consultants appointed April 2009: To be completed
Core Strategy Implementation Plan	Core Strategy (nb implementation plans also required for other DPDs)	To be decided	May 2009: Commencement Oct 2009: Completion
St Albans City Vision	Core Strategy Development Policies Site Allocations	Consultants	Dec 2008: Direction of travel report completed March: Consultation on draft Vision Aug 2009: Final Vision to be completed (including masterplanning of key sites and implementation plan)
St Albans Rural Vision	Core Strategy Development Policies Site Allocations	Consultants	March 2009: 7 workshops and 2 market stall consultations May 2009: To be completed
Site specific technical work - Core Strategy Areas of Search and other sites	Core Strategy Site Allocations	In-house and landowners/developers (in some cases advised by consultants)	Current position: Many meetings held and much work in progress or about to start Oct 2009: Complete work on sites relevant to Core Strategy
Hemel Hempstead expansion – technical studies	Core Strategy East Hemel Hempstead Area Action Plan	Consultants and Dacorum Council	Nov 2008: Consultation on draft Dacorum Strategic Housing Land Availability Assessment Maylands Master Plan Summer 2007: Master plan and development brief approved by Dacorum Hemel Hempstead Traffic Modelling: in progress Further technical work: studies required and timing to be agreed with Dacorum

<b>Subject</b>	<b>Relating to which DPD?</b>	<b>In-house or Consultants</b>	<b>Key Dates</b>
Welwyn Hatfield expansion – technical studies	Core Strategy	Consultants and Welwyn Hatfield Council	Spring 2009: Consultation on draft Welwyn Hatfield Strategic Housing Land Availability Assessment  Further technical work: studies required and timing to be agreed with Welwyn Hatfield
Housing Monitoring Report April 2008	Development Policies  Site Allocations	In-house	April 2008 report: Completed
Housing Monitoring Report April 2009	Development Policies  Site Allocations	In-house	June 2009: Completion
Strategic Housing Market Assessment	Core Strategy  Development Policies	Consultants – covers 6 Districts in west/central Herts	April 2009: Stakeholder consultation on draft SHMA  June 2009: Final report
Strategic Housing Land Availability Assessment (SHLAA)	Core Strategy  Site Allocations	In-house	April 2009: Stakeholder consultation on draft SHLAA  Sept 2009: Final report
Development Economics Study	Core Strategy  Development Policies	Consultants – covers St Albans and Welwyn Hatfield Districts	April 2009: To be commenced  Sept 2009: Completion
Assessment of gypsy accommodation needs	Core Strategy  Site Allocations	Consultants - covers St Albans, Dacorum, Hertsmere, Three Rivers and Watford Districts	May 2005: Assessment completed
Gypsy and Traveller sites	Site Allocations	Consultants (covers St Albans, Dacorum, Hertsmere, Three Rivers and Watford Districts) and in-house	Sept 2006: consultant's report on potential sites completed  Early 2010: In-house assessment of potential sites to be completed
Employment Monitoring Report April 2009	Development Policies  Site Allocations	In-house	May 2009: Commence report  July 2009: Completion
Central Hertfordshire Employment Land Review	Core Strategy  Site Allocations	Consultants – covers St Albans, Hertsmere and Welwyn Hatfield Districts	Nov 2006: Interim Central Herts Employment Land Review Completed
London Arc – Hertfordshire: Jobs Growth and Employment Land Study	Core Strategy  Site Allocations	Consultants – covers 7 Herts Districts	March 2009: Completion

<b>Subject</b>	<b>Relating to which DPD?</b>	<b>In-house or Consultants</b>	<b>Key Dates</b>
Retail and Leisure Need Assessment	Core Strategy Development Policies Site Allocations	Consultants	Jan 2006: Assessment completed  Retail Study Update: Feb 2009: To be completed
Shopping Monitoring Report April 2008	Development Policies Site Allocations	In-house	Sept 2008: Completed
Shopping Monitoring Report April 2009	Development Policies Site Allocations	In-house	Sept 2009: To be completed
St Albans City Centre Audit Performance Indicators	Development Policies Site Allocations	In-house	July 2009: Commence work Sept 2009: To be completed
Hotels Study	Site Allocations	In-house	Autumn 2005: Interim Study completed  Update: Timetable not decided
Social and Community Uses (researching local need)	Site Allocations Development Policies	In-house	April 2009: Consultation with SADC officers and external stakeholders  Autumn 2009: To be completed
Transport plans -St Albans and Southern -St Albans Central	Core Strategy	County Council and consultants	May-Aug 2008: consultation on draft Urban Transport Plans  Feb 2009: Urban Transport Plans approved
St Albans Traffic Modelling	Core Strategy Site Allocations	County Council and consultants	May 2009: Commence work  October 2009: To be completed
Harpenden Urban Transport Plan	Core Strategy	County Council and consultants	To be produced 2009
Car parking and housing density zones	Development Policies	In-house	Sept 2009: Commence study  Dec 2009: To be completed
Revised residential car parking standards	Development Policies	In-house	Spring 2009: Decision on whether a County-wide study will be undertaken Possible timing: Start summer 2009, complete winter 09/10

<b>Subject</b>	<b>Relating to which DPD?</b>	<b>In-house or Consultants</b>	<b>Key Dates</b>
Playing Pitch Strategy	Core Strategy Development Policies Site Allocations	Consultants	2005: Strategy completed  Update: Possible timing: Spring 2009: Commence update Autumn 2009: Complete update
Sport and Recreation Strategy	Core Strategy Development Policies Site Allocations	Consultants	2005: Strategy completed  Update: Possible timing: Spring 2009: Commence update Autumn 2009: Complete update
Green Spaces Strategy	Core Strategy Development Policies Site Allocations	Consultants	2006: Initial Green Spaces Strategy – draft produced, but final strategy not approved  Update: March 2009: Stakeholder consultation July 2009: To be completed
Green Infrastructure Strategy	Core Strategy Development Policies Site Allocations	To be decided	Spring 2009: County-wide decision on the way forward
Building Futures (sustainable buildings)	Core Strategy Development Policies	County Council & consultants – County-wide project	Current position: Most modules completed  Spring 2009: Final modules and updating of existing modules to be completed
Renewable energy	Development Policies	Consultants -	Summer 2005: Hertfordshire study completed  2009: Possible further county-wide work
St Albans City and Urban Wildlife Survey	All	Herts Biological Records Centre	2001: Completed.
Habitat Survey for St Albans City and District – A Nature Conservation Reference Guide	All	Herts Biological Records Centre Herts and Middlesex Wildlife Trust	1998: Completed
Landscape Character Assessment, Evaluation and Guidelines for Southern Hertfordshire	All	Consultants for Herts County Council	2001: Completed

Subject	Relating to which DPD?	In-house or Consultants	Key Dates
Landscape Character Assessment, Evaluation and Guidelines for Northern Hertfordshire	All	Consultants for Herts County Council	2001: Completed
2001 Census Report	Core Strategy Site Allocations	In-house	Sept 2009: To be completed
Annual Monitoring Report 2007-08	Core Strategy Development Policies Site Allocations	In-house (some joint working with the County Council)	Dec 2008: AMR 2007-08 submitted to Go-East
Annual Monitoring Report 2008-09	Core Strategy Development Policies Site Allocations	In-house (some joint working with the County Council)	Dec 2009: AMR 2008-09 to be submitted to Go-East
Sustainability Appraisal (SA)	All DPDs	Consultants	<p>Spring 2006: Scoping report completed</p> <p>Working notes have been produced:</p> <p>May 2006 Joint Issues and options consultation document</p> <p>Nov 2006: Hemel Hempstead growth options consultation document</p> <p>July 2007: Core Strategy Issues and options consultation document</p> <p>Future: Undertake SA work as and when required by government guidance</p>
Habitats Directive Assessment	All DPDs	Consultants – covers St Albans, Dacorum, Three Rivers and Watford Districts	July 2008: Stage 1 (screening for likely significant effects) completed
Strategic Flood Risk Assessment	All DPDs	Consultants– covers St Albans, Dacorum, Three Rivers and Watford Districts	<p>Sept 2007: Level 1 SFRA completed</p> <p>Some site specific level 2 SFRAs may be needed</p>

## Appendix 5 – Timetable for the Production of Development Plan Documents

Document Title	2009												2010												2011												2012			
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A			
Core Strategy			P <sup>2</sup>								S <sup>1</sup>					S <sup>2</sup>	M	E					R		A															
Site Allocations														P <sup>1</sup>									S <sup>1</sup>					S <sup>2</sup>	M	E			R	A						
Development Policies														P <sup>1</sup>									S <sup>1</sup>					S <sup>2</sup>	M	E			R	A						
East Hemel Hempstead Area Action Plan			P <sup>1</sup>									P <sup>1</sup>											S <sup>1</sup>					S <sup>2</sup>	M	E			R	A						

### Production Stages for the DPDs (Key Milestones identified with an asterisk)

	Ongoing Public Participation in the Preparation of a DPD (Regulation 25)
	Publication of DPD; consultation; and consideration of representations
	Examination period (from submission to receipt of Inspector's Report)

P <sup>1</sup>	Public participation for document
P <sup>2</sup>	Public participation for emerging strategy document
S <sup>1</sup>	Publication of DPD (Regulation 27);
S <sup>2</sup>	Submission of Development Plan Document
M	Pre-examination meeting
E	Commencement of the examination hearing
R	Receipt of Inspector's Binding Report
A	Adoption of document by Council

<b>March 2006</b>	* Consulting statutory bodies on the scope of the sustainability appraisal. (except East Hemel Hempstead Area Action Plan - Feb 2006)
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