



Hinckley & Bosworth Borough Council

**Local Development Scheme
2016 – 2021**

December 2018

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1 What is the Local Development Scheme?

- 1.1 The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires local planning authorities to prepare, maintain and publish a Local Development Scheme (LDS).
- 1.2 The LDS establishes the programme for the production of Development Plan Documents (DPDs) such as the Local Plan and other complimentary planning documents, and sets out the key stages for their production such as public consultation. This enables local communities, businesses, developers, service and infrastructure providers and anyone else with an interest in the borough to know what is being prepared for their area and when they will be able to get involved.
- 1.3 This LDS covers the period from 2016 to 2021 and supersedes the previous LDS published in October 2017. It provides information about the Hinckley & Bosworth Local Plan 2036 and other related documents that may be produced.

2 Current Hinckley & Bosworth Local Plan

- 2.1 The adopted Hinckley & Bosworth Local Plan consists of:
 - Core Strategy (2009)
 - Hinckley Town Centre Area Action Plan (2011)
 - Earl Shilton and Barwell Area Action Plan (2014) and
 - Site Allocations and Development Management Policies (2016).

3 Local Development Documents

- 3.1 All documents which comprise or support the delivery of the Local Plan are Local Development Documents.

Development Plan Documents

- 3.2 Development Plan Documents (DPDs) detail the planning strategies for development within the borough. They set out policies and guidance for the use, protection and/or development of land and will normally include the allocation and designation of land for particular uses such as housing or play and open space. These must be in general conformity with government guidance, in particular the National

Planning Policy Framework (NPPF). DPDs carry the most weight for determining planning applications and form the 'Development Plan' for the borough in conjunction with any Neighbourhood Development Plans once made. The new Local Plan will eventually replace the current suite of adopted local planning documents listed at 2.1 above.

Neighbourhood Development Plan

- 3.3 Neighbourhood Development Plans (NDP) are community-led plans for guiding the future development and growth of a local area. They were introduced by the Localism Act (2011) and although not compulsory, once they are duly prepared and legally come into force they become a statutory document that forms part of the development plan. An NDP can be used to set a shared vision for an area, shape and direct sustainable development and set policies to aid determination of planning applications.
- 3.4 NDP's must be in general conformity with the strategic policies of the Local Plan, and are prepared to a timescale that is set by the Parish, Town Council or Neighbourhood Forum that is producing it. As local planning authorities are not responsible for the preparation or timetabling of any NDPs that are proposed, they are not detailed in this LDS. The Council provides officer support and advice in preparing these plans.
- 3.5 A number of parishes are in the process of producing Neighbourhood Plans and there is one 'made' plan - the Market Bosworth Neighbourhood Development Plan (Sept 2015). More information about Neighbourhood Planning can be found on the borough council's web site.

Supplementary Planning Documents

- 3.6 Supplementary Planning Documents (SPDs) are documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. SPDs are capable of being a material consideration in planning decisions but do not form part of the development plan.

Statement of Community Involvement

- 3.7 This Statement of Community Involvement (SCI) document sets out the standards to which the Local Planning Authority (LPA) will engage and consult the public and other stakeholders during the production of the Local Plan and when dealing with planning applications.

Authority Monitoring Report

- 3.8 The council is required to monitor annually how effective its policies and proposals are. An Authority Monitoring Report (AMR) will be

published by the council each year to inform LDS reviews and will be made available for public inspection.

- 3.9 As part of the monitoring process, the council will assess:
- Whether it is meeting, or is on target to meet, the milestones set out in the LDS and, if not, the reasons why
 - What impact Local Development Documents are having on other national and locally set targets
 - Whether any policies need to be reviewed or replaced to meet sustainable development objectives
 - What action needs to be taken if policies need to be replaced
- 3.10 As a result of monitoring, the council will consider what changes, if any, need to be made. If changes are appropriate these will be brought forward through the review of the LDS.

4 Other Key Plans and Strategies

Leicester and Leicestershire Strategic Growth Plan

- 4.1 Hinckley & Bosworth is part of the defined wider housing market for Leicestershire. Currently the nine local authorities in Leicester and Leicestershire and the Local Enterprise Partnership are working together to determine the future need for homes and jobs, and agree how these should be distributed across Leicester and Leicestershire. A Strategic Growth Plan has been jointly prepared to demonstrate these needs and detail how jobs and homes can be planned for in a coordinated way through local plans. There are three distinct phases to development of the Strategic Growth Plan, these being:
- Strategic Growth Statement – August 2016
 - Draft Strategic Growth Plan – January 2018
 - Final Strategic Growth Plan – Winter 2018/2019
- 4.2 The Strategic Growth Plan is a positive response to the Duty to Cooperate requirement introduced by the Localism Act 2011. The broader strategy, the jobs and homes figures contained in the Strategic Growth Plan, and its timetable for production will directly influence development of the next Hinckley & Bosworth Local Plan. Therefore, the relationship between work on the Strategic Growth Plan and preparation of the Local Plan is an important one and is recognised in the risk considerations in Section 7.

Hinckley & Bosworth Local Growth Strategy

4.3 Early in 2016, the Borough Council engaged with parishes and developers through two growth workshops. The object of these workshops was to facilitate early engagement in discussing possible growth options and opportunities for the borough. The workshops explained that a new Local Plan is being prepared for the plan period beyond 2026 and the borough would need to provide for additional housing, employment and other development needs identified through evidence. Four possible options for delivering identified needs were discussed, these being:

- New settlement(s)
- Urban concentration
- Key rural centres and villages
- Key rural centres relating to Leicester

Participants were also asked for any alternative options. Consideration was given to each option in terms of infrastructure, the environment, social and economic aspects. The feedback from these sessions and future ones, along with relevant evidence will be used to inform the spatial strategy in the new Local Plan. It will also be a stand alone strategy to illustrate the Borough Council's ambitions in terms of the future direction for growth of the borough post 2026.

Minerals and Waste Local Plans

4.3 Leicestershire County Council is responsible for preparing Minerals and Waste Local Plans and determining planning applications for minerals and waste uses across Leicestershire. The current planning framework comprises the Waste Core Strategy and Development Control Policies, and Minerals Core Strategy and Development Control Policies DPDs (adopted 2009), and some 'saved' policies from the Waste Local Plan (adopted 2002). Following public consultation in November 2017, the Minerals and Waste Local Plan has been submitted for examination which commenced in October 2018. Should the plan be adopted following examination, it will replace the existing suite of minerals and waste planning documents, and form part of the Development Plan for the borough.

Local Transport Plan

4.4 Leicestershire County Council, as the highways authority is responsible for preparing the Local Transport Plan (LTP). LTP 3 was published in 2011 and sets out the highways authority will seek to ensure that transport continues to play its important role in helping Leicestershire to continue to be a prosperous, safe and attractive County.

Other documents

4.5 A number of other important Borough Council, County Council and external strategies and evidence base documents are also taken into account when preparing DPDs and SPDs. The documents are

considered during the scoping of a DPD/SPD and throughout the Sustainability Appraisal process.

5 Programme of work 2016 – 2021

- 5.1 The council's priority over this five year period is to prepare and submit for examination a single Local Plan.
- 5.2 The Local Plan will use the existing suite of adopted development plan documents as the starting point for developing the strategy and vision for Hinckley & Bosworth to 2036. New, up to date, national policy compliant evidence will be prepared and, alongside wide ranging consultation, will help formulate the new local plan for the borough. Existing commitments for housing, employment and other land uses will also be taken into account and the new plan will identify further sites in the borough to meet the identified needs of its communities. The Local Plan will include specific policies to aid the determination of planning applications for the development of land and buildings as well as an updated policies map.
- 5.3 As with previous development plan documents, the new Local Plan will be produced in stages with several opportunities for the public and other interested parties to participate in the decision-making process on a wide range of planning issues. Aligned with this, the council will continue to engage with specific prescribed bodies such as national agencies, service providers and neighbouring local authorities in line with the Duty to Co-operate requirements.
- 5.4 Section eight contains a detailed preparation profile for the Local Plan although it should be noted that the timetable for production could change during preparation of the Plan, and should this occur this would necessitate an update to the LDS.
- 5.5 The full regulatory and consultation requirements for the production of a Local Plan can be found in the Town and Country Planning (Local Planning) (England) Regulations 2012. Whilst there is some flexibility in the production of DPDs the general process is summarised in Figure 1 below:

Figure 1: Stages for Preparing a Development Plan Document



- 6.1 The LDS programme for the preparation of the Local Plan is provided in Appendix 1. It identifies the delivery of the Local Plan as the priority along with potential Supplementary Planning Documents considered necessary to amplify local planning policy.
- 6.2 It is proposed that the Local Plan (2016 – 2036) for the borough will comprise of the following:

The Local Plan Development Plan Document

Will provide the strategic policies in order to deliver the vision for Hinckley & Bosworth Borough up to 2036. It will take account of the Strategic Growth Plan for Leicester and Leicestershire and will include the identification of sites to meet any recognised development needs as well as land use designations and policies by which to determine planning applications. As noted above, the Local Plan will replace the current suite of adopted Development Plan Documents.

Design Supplementary Planning Document

Will provide a guide for the future development of the towns, villages and wider rural areas of Hinckley & Bosworth Borough. The intention is not to set out prescriptive requirements or standards, but rather to seek to encourage developers and designers to think about the context of a site and how a development might contribute to and enhance an area. The SPD may include urban design principles and the planning context for enriching the public realm. The aim is to ensure high quality development throughout the district regardless of scale or location. National guidance and good practice from other sources will be signposted alongside more detailed local guidance specific to particular areas.

- 6.3 The Council may decide to produce additional SPDs, for example on affordable housing and infrastructure planning, should the need arise. The requirement for additional SPDs will be kept under review and will be reflected in future versions of the LDS.
- 6.4 The Hinckley & Bosworth Policies Map (including inset plans) will be updated to illustrate Development Plan Documents as they are adopted.

Changes to the LDS Programme since 2017

- 6.5 Several changes have been made to the LDS programme since the version published in 2017, the most significant of which are summarised below.

- 6.6 Consultation on the Scope, Issues and Options document was undertaken in January-February 2018. Following the outcomes of the consultation there was a desire from members to further explore options for growth outside of the borough's urban area. It was therefore decided to undertake a focused consultation on new directions for growth for the Local Plan. This is scheduled to commence in January 2019. Consequently this has had an impact on the remainder of the timetable of the Local Plan, with the proposed date of adoption pushed back to around September 2018, approximately six months later than that proposed in the 2017 LDS.
- 6.7 The previous LDS also proposed an Infrastructure Planning and Developer Contributions SPD. It has been decided that this is no longer necessary, therefore it has been removed from the revised LDS programme. As noted above the need for additional SPDs will be kept under review as work on the local plan progresses.

7 Project Management and Resources

- 7.1 The Planning Policy Team is responsible for preparing the Local Plan and coordinating work required to support the delivery of the documents set out in this LDS on a day to day basis. The council will work closely with colleagues from other service areas and external agencies to prepare evidence base documents and inform policies in the Local Plan.
- 7.2 Consultants will be engaged on specific projects to provide technical expertise or where there is a need for independent advice. Where opportunities arise work may be undertaken in conjunction with other Leicestershire authorities to avoid duplication of effort across the county.
- 7.3 The council makes annual contributions from its revenue budget to an earmarked reserve to fund the plan preparation process. The Development Services department has a business plan which provides a framework for project delivery and this plan is reviewed annually.
- 7.4 Regular meetings are held between the Head of Planning and the Planning Policy Manager to ensure lines of communication are working and to review progress of plan preparation.

Risk Assessment

- 7.5 A risk assessment has been carried out as part of the preparation of the LDS to identify key factors that could impact on the ability of the council to deliver the Local Plan in line with the specified programme. The key risks and mitigation measures include:

Identified Risk	Level of Risk	Potential Mitigation
Staff resources	High	<p>Consider options on staff retention and skills.</p> <p>Look at joint working arrangements on studies/evidence base documents with other local authorities and other agencies.</p>

		Review timescales where capacity issues arise.
Changes to national policy and/or legislation	Medium/High	<p>Keep up to date with national policy and/or legislative change.</p> <p>Make appropriate changes to emerging plans and policies as necessary and undertake further evidence gathering and consultation where required.</p> <p>Review timescales where necessary.</p> <p>The recent revision to the National Planning Policy Framework may impact on the timetable of the local plan, for example through the requirement for new evidence reports, however the full implications of this are still under consideration</p>
Lack of capacity/resources within external organisations including the Planning Inspectorate at examination	Medium	<p>Early and ongoing engagement with key organisations will help to identify capacity issues should they seem likely.</p> <p>Enter into a Service Level Agreement with the Planning Inspectorate.</p> <p>Review timescales where necessary.</p>
Political issues	Low/Medium	<p>Have in place robust political management arrangements.</p> <p>Early and ongoing dialogue with Members, particularly at key stages of the plan preparation.</p>
Financial considerations	Low/High	Continue to make annual contributions to Local Plan

		<p>preparation reserve.</p> <p>Keep the Planning department business plan up to date.</p>
<p>Slippage in strategic evidence gathering/planning timetable or other Duty to Cooperate matters</p>	<p>Medium/High</p>	<p>Continued representation and engagement in strategic work will ensure any slippage is identified early.</p> <p>Review timescales where necessary.</p>
<p>Legal compliance and soundness tests not met at examination or post examination legal challenge</p>	<p>High</p>	<p>Ensure legal and procedural requirements as set out in the relevant regulations have been met.</p> <p>Seek appropriate legal advice as necessary.</p>

Local Plan Development Plan Document

OVERVIEW	
Role and subject	The Local Plan will set out the overall development strategy for Hinckley & Bosworth borough for the period up to 2036. It will include strategic policies and allocate sites to meet identified development needs for homes, jobs retail, recreation/open space, nature conservation and other required land uses as identified by evidence. It will provide appropriate policies and guidance by which to determine planning applications for example design guidance, conservation and protection of natural resources.
Geographical coverage	Borough-wide
Document type	Development Plan Document
Chain of conformity	It must be in conformity with the National Planning Policy Framework and reflect the Leicester and Leicestershire Strategic Growth Plan
TIMETABLE	
Stage	
Document preparation and stakeholder engagement	January 2016 – July 2017
Consultation on the Scope and Issues and Options (Regulation 18)	January-February 2018
Public consultation on New Directions for Growth paper	January-February 2019
Public consultation on Draft Plan (minimum 8 weeks)	September-October 2019
Pre-Submission Modifications public consultation (Regulation 19)	May-July 2020
Submission to Secretary of State (Regulation 22)	October 2020
Estimated programmed date for examination	April 2021
Programmed date for adoption	September 2021

ARRANGEMENTS FOR PRODUCTION	
Organisational lead	The Planning Policy Team
Management arrangements	The Planning Policy Team will co-ordinate and manage work on a day to day basis. Elected Members will be briefed at pertinent stages in order to inform recommendations to relevant meetings as appropriate.
External resources	Formal and informal consultation responses from external stakeholders and service and infrastructure providers. Consultants to assist with the preparation of evidence based documents and attendance at examination as required.
Stakeholder and community involvement	Stakeholder and community engagement and consultation will be essential at each stage of production and the arrangements for this will be in line with the Town and Country Planning Regulations and the Council's Statement of Community Involvement.
Monitoring and review	The Local Plan DPD will be subject to regular monitoring and review to test the effectiveness of the policies and delivery of site allocations and the findings reported on an annual basis through the Authority Monitoring Report.

Design Supplementary Planning Document

OVERVIEW	
Role and subject	The SPD will provide guidance for developers and designers where good design in context can contribute to and enhance areas in the borough, especially with regard to the public realm. The SPD will supplement relevant policy within the Local Plan DPD.
Geographical coverage	Borough-wide
Status	Supplementary Planning Document
Priority	High
Chain of conformity	Must be in conformity with relevant national policy and policy within the Local Plan DPD.
ARRANGEMENTS FOR PRODUCTION	
Organisational lead	The Planning Policy Team
Management Arrangements	The Policy Team will co-ordinate and manage work on a day to day basis. Senior Management and Members will be regularly briefed and offer an opportunity to inform recommendations to Executive and other Council meetings as appropriate.
External resources	External consultants are currently working to prepare the SPD. External stakeholders will be contacted to gather the evidence to inform the contents of the SPD.
Stakeholder and community involvement	A draft SPD will be subject to a formal consultation exercise in line with the Town and Country Planning Regulations and the Statement of Community Involvement.
Monitoring and review	The effectiveness of the policies and delivery of the relevant DPDs will be monitored on an annual basis through the Authority Monitoring Report. The implications of any changes to relevant plan policies to the SPD as a result of monitoring will be considered.

