

**REPORT OF THE LOCAL DEVELOPMENT FRAMEWORK SUB-COMMITTEE – 6 NOVEMBER 2007****1 ROCHFORD LOCAL DEVELOPMENT SCHEME**

- 1.1 This item of business was referred by the Local Framework Development Sub-Committee on 6 November 2007 to the Executive Board with the recommendation that the revised Local Development Scheme (LDS) be submitted to the Government Office for approval. A copy of the officer's report to the Sub-Committee is attached at Appendix A, together with a copy of the LDS incorporating minor amendments agreed by the Sub-Committee, which are shown as tracked changes.
- 1.2 The Sub-Committee agreed some minor, typographical amendments to the LDS document which have been incorporated into the version attached to the officer's report.
- 1.3 The Sub-Committee noted that:-
- The timetable for the preparation of the West Rochford Joint Area Action Plan development plan documents had been amended; the revised date for adoption and publication was later than originally anticipated.
  - The Government Office had indicated that the revisions proposed to the timetable for preparation of the Core Strategy would not impact on the Council's planning delivery grant. The Authority would, however, be assessed in the context of performance against the agreed timetable.
  - There was a vacancy within the planning policy team that needed to be filled; temporary agency staff would be sought in the short term.
- 1.4 It is proposed that the Executive Board **RESOLVES**
- That the revised Local Development Scheme be submitted to the Government Office for the East of England for approval. (HPT)

Sarah Fowler

Head of Information and Customer Services

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**Background Papers:-**

None.

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## ROCHFORD LOCAL DEVELOPMENT SCHEME

### 1 SUMMARY

- 1.1 This report seeks Members' approval for a revision to the Council's Local Development Scheme (LDS), the timetable for the production of the development plan documents that will comprise the Local Development Framework.
- 1.2 The revised LDS must be submitted to the Government Office for the East of England for approval prior to adoption.

### 2 PROPOSED REVISIONS

- 2.1 A revision to the LDS is required for several reasons:
- to incorporate details of the new Joint Area Action Plan;
  - to take account of slippage in the timetable for the preparation of the Core Strategy; and
  - to provide up to date details of the supplementary planning documents to be prepared by the Council.
- 2.2 A draft of the revised LDS is attached to this report as appendix one, and a copy has been circulated to all Members.
- 2.3 It is now proposed that the Core Strategy be subject to a further round of consultation on preferred options in May/June 2008 and this would mean the adoption date for the completed document being December 2009. As a result of the change to the timetable for the Core Strategy the adoption dates for the Site Allocations and Development Control Policies development plan documents will now be in 2010.
- 2.4 The timetable for the JAAP is set out in the LDS with adoption expected in April 2009. This is an ambitious timetable, but should be capable of being achieved.
- 2.5 The opportunity has been taken to revise the list of Supplementary Planning Documents to be prepared. Some matters, such as the arrangements for pre-development submissions can be dealt with in the main development plan documents, thus reducing the number of SPDs to be prepared.

### 3 RISK IMPLICATIONS

- 3.1 The Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare and keep up to date a Local Development Scheme.

**4 FINANCIAL IMPLICATIONS**

- 4.1 Future planning delivery grant (or its successor) will be predicated on local planning authorities keeping to the timetable set out in the LDS.

**5 RECOMMENDATION**

- 5.1 It is proposed that the Sub-Committee **RECOMMENDS** that the revised Local Development Scheme be submitted to the Government Office for the East of England for approval.

Shaun Scrutton

Head of Planning & Transportation

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**Background Papers:-**

None

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**DRAFT 4****CONTENTS OF REVISED LDS 2007-2010**

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Project timetable – GANTT to be finalised

Hierarchy of Planning Guidance and Development Plans – to be prepared

## 1 INTRODUCTION

- 1.1 This is a second review of the Council's Local Development Scheme (LDS), which sets out the timetable and details of the documents to be prepared as part of the Rochford Local Development Framework. This review will supercede the previous LDS approved in February 2006.
- 1.2 The Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare a folder of development plan documents collectively called the Local Development Framework that will replace the old Local Plan and ensure better integration between all the plans and strategies prepared by the Council and other organisations.
- 1.3 The Local Development Framework of policy documents will give expression to the new 'spatial planning system' and will include Local Development Documents (LDD), Supplementary Planning Documents (SPD) and a Statement of Community Involvement (SCI).
- 1.4 Local Development Frameworks are intended by the government to streamline the local planning process and promote a proactive, positive approach to managing development. The key aims of the new system are:
- (a) flexibility – the Council will be able to respond to changing local circumstances and ensure that spatial plans are prepared and reviewed more quickly;
  - (b) strengthening community and stakeholder involvement in the development of local communities;
  - (c) front loading – the Council will ~~take~~ engage with stakeholders early in the preparation of local development documents, the aim being to achieve early consensus on essential issues;
  - (d) sustainability appraisal – to ensure that development plan documents contribute to delivering sustainable development;
  - (e) programme management – the efficient management of the programme for preparation of development plan documents in accordance with the timetable in the Local Development Scheme; and
  - (f) soundness – Local Development Documents must be soundly based in terms of their content and the process by which they are produced. They must also be based upon a robust, credible evidence base.
- 1.5 The Council recognises the importance of preparing development plan documents that closely integrate to the Community Plan and other key strategies prepared not just by the Rochford Council but by other organisations. The aim of strong, cohesive community consultation is to prepare a spatial plan that fully reflects the needs and ambitions of the district's residents.

- 1.6 This second review of the LDS was approved by the Secretary of State ~~on 27 February 2006~~ on XXXXXXX [to be filled in when approved].

4.7

## 2 PURPOSE OF THE LOCAL DEVELOPMENT SCHEME

- 2.1 The Local Development Scheme (LDS) explains the Council's programme for the preparation of development plan documents.

- 2.2 It is intended that the programme will continue to be subject to regular review to take account of changing circumstances, the findings of the Annual Monitoring Report (published every December) and to ensure there continues to be a realistic and achievable programme for the preparation of both statutory and non-statutory policy documents.

- 2.3 The purpose of a Local Development Scheme is to:

- (a) provide a brief description of all local development documents to be prepared and the content and geographic area to which they relate;
- (b) establish which local development documents will be development plan documents;
- (c) moving from the Local Plan to the new planning system, state which existing policies and proposals will be replaced by local development documents and which will be saved;
- (d) provide an explanation of the relationship between local development documents, especially between the Core Strategy and other local development documents;
- (e) state which, if any, local development documents are to be prepared on a joint basis with one or more local planning authorities;
- (f) set out the planned timetable for preparing each local development document and the key milestones to be achieved; and
- (g) set out an explanation of how progress against the Local Development Scheme will be monitored and explain the arrangements for review.

- 2.4 The Local Development Scheme is the document which the public can use to find out what the Local Planning Authority is proposing to do and when, and at what stage they can expect to be involved in the planning process. The LDS must be submitted to the Government Office who will assess whether:

- it is robust in terms of priorities;
- it is deliverable and realistic in terms of the timetable;

- it has a comprehensive approach to document production;
- it has no obvious omissions; and
- the Local Planning Authority has a service level agreement with the Planning Inspectorate that reflects the timetable for the preparation of the documents set out in the LDS.

2.5 Copies of the Local Development Scheme will be available free of charge from the Council's offices or to download from the website.

### 3 ROCHFORD DISTRICT LOCAL DEVELOPMENT FRAMEWORK

3.1 The Rochford Local Development Framework consists of the following documents:

- Statement of Community Involvement (SCI);
- Development Plan Documents (DPD);
- Supplementary Planning Documents (SPD);
- Annual Monitoring Report (AMR).

3.2 In addition, the Council will also prepare a series of detailed technical documents and studies in support of the Development Plan Documents – full details are set out in section 7 of this LDS. Tables 1 and 2 summarise the development plan documents in preparation and their relationship to each other and the wider planning framework.

Table 1

Document Title	DPD or SPD	Brief description	Chain of Conformity	Expected date of consultation on preferred options	Date of submission to Secretary of State	Proposed date for adoption
<b>Adopted Local Development Documents</b>						
Statement of Community Involvement		Document setting out the arrangements for stakeholder involvement in the preparation of the LDF	Conformity with the Council's Community Plan			Adopted in January 2007
<b>Local Development Documents being prepared</b>						
Core Strategy	DPD	Will set out the vision, objectives and spatial strategy for the district	Will conform with national planning	May/June 2008	November 2008	December 2009



Document Title	DPD or SPD	Brief description	Chain of Conformity	Expected date of consultation on preferred options	Date of submission to Secretary of State	Proposed date for adoption
		and the primary policies for achieving the vision	policy guidance and the East of England Plan			
Site Allocations	DPD	To provide the detailed locations for new housing, employment and other land-use allocations proposed in the Core Strategy.	Will conform with national planning guidance, the East of England Plan and the Rochford Core Strategy.	January/ February 2009	December 2009	September 2010
Development Control Policies	DPD	To deliver a suite of criteria based policies, required to ensure all new development accords with the principles set out in the Core Strategy	Will conform with national planning guidance, the East of England Plan and the Rochford Core Strategy	January/ February 2009	<del>December</del> <u>September</u> 2009	October 2010
West Rochford Joint Area Action Plan	DPD	Will contain a policy framework, site allocations and proposals to deliver economic development and growth in and around London Southend Airport in accordance with the vision and objectives in the Core Strategy and taking account of the broader objectives of the Thames Gateway South Essex regeneration area.	Will conform to national planning policy guidance, the East of England Plan and the Rochford Core Strategy.	<del>June/July 2008</del> <u>October/November 2008</u>	<del>November 2008</del> <u>March 2009</u>	<del>April 2009</del> <u>August 2009</u>

Document Title	DPD or SPD	Brief description	Chain of Conformity	Expected date of consultation	Proposed date for adoption
Local Wildlife Sites	SPD	Will provide guidance on the protection and enhancement of designated local wildlife sites. (Note – local wildlife sites are currently shown on the adopted Local Plan Proposals Map, but these sites will be subject to review as part of the evidence base for the LDF).	Will conform to the Core Strategy DPD and Development Control Policies DPD.	July 2008	December 2008
Playing Pitch and Open Spaces	SPD	Will provide guidance on the requirements for playing pitches and open space in the period to 2021 and beyond.	Will conform to the Core Strategy DPD and Development Control Policies DPD and Site Allocations DPD.	<del>October 2008</del> <a href="#">October</a> <a href="#">/November</a> <a href="#">2008</a>	January 2009
Section 106 Obligations and Planning Tariffs	SPD	Will provide guidance on planning obligations the and the provision of related benefits the Council will seek on development, together with details of tariffs where applicable	Will conform to the Core Strategy DPD and Development Control Policies DPD and Site Allocations DPD.	October 2009	March 2010
Urban Place Supplement	SPD	County wide document that will provide design guidance which is particularly relevant to high density schemes in urban locations	Will conform to the Core Strategy DPD and Development Control Policies DPD and Site Allocations DPD.	Completed	February 2008

### Statement of Community Involvement (SCI)

- 3.3 The Statement of Community Involvement explains how the Council will ensure the planning process is as accessible as possible to all parts of the district's community. This means that is it-sets out the processes and procedures to be followed to reach everyone, including, the groups commonly referred to as 'hard to reach'. The SCI also indicates how the views of the community will be taken into the LDS process and, in particular, proposals for major development schemes.
- 3.4 In addition to explaining community involvement in the LDF, the SCI also sets out the arrangements for consultation on different types of planning application and encourages developers to undertake consultations before submitting an application, particularly for major proposals or those likely to be controversial.
- 3.5 Rochford's Statement of Community Involvement was adopted on 18 January 2007.

### Development Plan Documents

- 3.6 The Local Development Framework must include a number of statutory Development Plan Documents. In particular:
- the Core Strategy sets out the key elements of the planning framework for the area;
  - the Allocations Development Plan document shows where land is allocated for specific uses; and
  - Area Action Plans provide a planning framework for areas where significant change or conservation is needed.
- 3.7 Development Plan Documents must be prepared with a view to achievement of sustainable development, and a sustainability appraisal, which incorporates the requirements of the Strategic Environmental Assessment Directive must be carried out. The sustainability appraisal examines the social, environmental and economic effects of plan strategies and policies from the outset of the preparation process.
- 3.8 Development Plan Documents are required to be in accordance with national planning guidance as explained in the Planning Policy Statement published by the government, and be in conformity with the Regional Spatial Strategy, called the East of England Plan.
- 3.9 Table 1 provides a summary of the Development Plan Documents to be prepared by the Council.

### Supplementary Planning Documents

- 3.10 Supplementary Planning Documents (SPDs) are non statutory documents intended to expand policy or provide further detail to policies in a development plan document. Some SPDs will be based on a review of existing supplementary planning guidance and other will be new, emerging as a result of policies within DPDs. In any event, SPDs must:
- be consistent with national and regional planning policies;
  - be clearly cross-referenced to the relevant development plan document policy which it supplements; and
  - be reviewed on a regular basis

### Annual Monitoring Report

- 3.11 The Council is required to review the Local Development Scheme on an annual basis, and publish an Annual Monitoring Report (AMR) each year covering the period 1 April to 31 March.
- 3.12 The AMR will monitor progress on meeting the milestones set out in the LDS, and will explain whether this is a requirement for a review of the LDS. The first AMR was published in December 2005, covering the period April 2004 to March 2005 and a second AMR was published in December 2006.

### Proposals Map

- 3.13 A proposals map will be prepared to express geographically the adopted development plan policies, and will be revised as each new development plan is adopted. The proposals map will also show areas of protection (local wildlife sites, green belt and conservation areas), and illustrate locations and identify sites for particular land use and development proposals.

## 4 SCHEDULE OF LDF DOCUMENTS

- 4.1 This section of the LDS sets out the content, purpose and status of each proposed Development Plan Document, and Supplementary Planning Document to be prepared by the Council, as well as the key milestones in the programme for their preparation.

### Development Plan Documents

Document Details	
<b>Title</b>	Rochford Core Strategy Development Plan Document.
<b>Purpose</b>	Will set out the vision, objectives and spatial strategy for the district and the primary policies for achieving the

	vision.
<b>Geographical coverage</b>	District wide.
<b>Chain of conformity</b>	Will conform with national planning policy guidance and the East of England Plan.
<b>Milestones</b>	
<b>Commencement</b>	2006
<b>Preferred options document</b>	May 2008
<b>Public participation on preferred options</b>	May/June 2008
<b>Consideration of representations</b>	July – August 2008
<b>Preparation of submission version</b>	August – October 2008
<b>Submission of DPD to Secretary of State</b>	November 2008
<b>Formal consultation on submission document (Reg 29)</b>	November – December 2008
<b>Consideration of representations</b>	January – March 2009
<b>Pre-examination meeting</b>	April 2009
<b>Public examination commences</b>	June 2009
<b>Inspector's report</b>	October 2009
<b>Adoption and publication</b>	December 2009
<b>Production Arrangements</b>	
<b>Lead Department</b>	Rochford Planning Policy
<b>Management</b>	Departmental Management Team and the Local

<b>Arrangements</b>	Development Framework Sub-Committee
<b>Resources</b>	Preparation of documents and management of process to be carried out by Planning Policy with consultancy input on preparation of evidence base and sustainability appraisal. To be funded from existing budgets and planning delivery grant.
<b>Community and Stakeholder consultation</b>	See the Rochford Statement of Community Involvement.
<b>Monitoring and Review</b>	Policies to be monitored on an annual basis. Reviews will be carried out if a need is identified or as a result of changes to the East of England Plan.

Document Details	
<b>Title</b>	Site Allocations Development Plan Document.
<b>Purpose</b>	To provide the detailed locations for new housing, employment and other land-use allocations proposed in the Core Strategy.
<b>Geographical coverage</b>	District wide.
<b>Chain of conformity</b>	Will conform with national planning guidance, the East of England Plan and the Rochford Core Strategy.
Milestones	
<b>Commencement</b>	January 2008
<b>Pre-production survey</b>	January – March 2008
<b>Issues and Options</b>	September 2008
<b>Stakeholder consultation on issues and options</b>	September-October 2008
<b>Preferred options document</b>	January 2009
<b>Public participation</b>	January – February 2009

<b>on preferred options</b>	
<b>Consider representations</b>	March – May 2009
<b>Submission of DPD to Secretary of State</b>	September 2009
<b>Formal consultation on submission document (Reg 29)</b>	September– October 2009
<b>Pre-examination meeting</b>	January 2010
<b>Public examination commences</b>	March 2010
<b>Inspector's report</b>	July 2010
<b>Adoption and publication</b>	September 2010
<b>Production Arrangements</b>	
<b>Lead Department</b>	Rochford Planning Policy
<b>Management Arrangements</b>	Departmental Management Team and the Local Development Framework Sub-Committee
<b>Resources</b>	Preparation of documents and management of process to be carried out by Planning Policy with consultancy input on preparation of evidence base and sustainability appraisal. To be funded from existing budgets and planning delivery grant.
<b>Community and Stakeholder consultation</b>	See the Rochford Statement of Community Involvement.
<b>Monitoring and Review</b>	Policies to be monitored on an annual basis. Reviews will be carried out if a need is identified or as a result of changes to the East of England Plan.

### Document Details

<b>Title</b>	Development Control Policies Development Plan
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	Document.
<b>Purpose</b>	To deliver a suite of criteria based policies required to ensure all new development accords with the principles set out in the Core Strategy.
<b>Geographical coverage</b>	District wide.
<b>Chain of conformity</b>	Will conform to national planning policy guidance, the East of England Plan and the Rochford Core Strategy.
<b>Milestones</b>	
<b>Commencement</b>	January 2008
<b>Pre-production survey</b>	January – March 2008
<b>Issues and Options</b>	June 2008
<b>Start of stakeholder consultation on issues and options</b>	June – July 2008
<b>Preferred options document</b>	January 2009
<b>Public participation on preferred options</b>	Jan – Feb 2009
<b>Consider representations</b>	March-May 2009
<b>Submission of DPD to Secretary of State</b>	September 2009
<b>Formal consultation on submission document (Reg 29)</b>	September – October 2009
<b>Pre-examination meeting</b>	February 2010
<b>Public examination commences</b>	April 2010
<b>Inspector's report</b>	August 2010
<b>Adoption and</b>	October 2010



<b>publication</b>	
<b>Production Arrangements</b>	
<b>Lead Department</b>	Rochford Planning Policy
<b>Management Arrangements</b>	Departmental Management Team and the Local Development Framework Sub-Committee
<b>Resources</b>	Preparation of documents and management of process to be carried out by Planning Policy with consultancy input on preparation of evidence base and sustainability appraisal. To be funded from existing budgets and planning delivery grant.
<b>Community and Stakeholder consultation</b>	See the Rochford Statement of Community Involvement.
<b>Monitoring and Review</b>	Policies to be monitored on an annual basis. Reviews will be carried out if a need is identified or as a result of changes to the East of England Plan.

<b>Document Details</b>	
<b>Title</b>	West Rochford Joint Area Action Plan.
<b>Purpose</b>	Will contain a policy framework, site allocations and proposals to deliver economic development and growth in and around London Southend Airport in accordance with the vision and objectives in the Core Strategy and taking account of the broader objectives of the Thames Gateway South Essex regeneration area.
<b>Geographical coverage</b>	An area of land to the West of Rochford Town Centre including the airport and Aviation Way Industrial Estate, which straddles the boundary of Rochford District Council and Southend Borough Council.
<b>Status</b>	An Area Action Plan prepared jointly by Rochford District Council and Southend Borough Council.
<b>Chain of conformity</b>	Will conform to national planning policy guidance, the East of England Plan and the Rochford Core Strategy.
<b>Milestones</b>	

<b>Commencement</b>	September 2007
<b>Pre-production survey</b>	September – December 2007
<b>Issues and Options</b>	<del>February – March 2008</del> <u>June – July 2008</u>
<b>Start of stakeholder consultation on issues and options</b>	<del>February</del> <u>June</u> 2008
<b>Preferred options document</b>	<del>June – July</del> <u>October - November</u> 2008
<b>Public participation on preferred options</b>	<del>June – July</del> <u>October - November</u> 2008
<b>Consider representations</b>	<del>August – September 2008</del> <u>December – January 2009</u>
<b>Formal consultation on submission document (Reg 29)</b>	<del>October – November 2008</del> <u>February – March 2009</u>
<b>Submission of DPD to Secretary of State</b>	<del>November 2008</del> <u>March 2009</u>
<b>Pre-examination meeting</b>	<u>April 2009</u>
<b>Public examination commences</b>	<del>January</del> <u>May</u> 2009
<b>Inspector's report</b>	<del>March</del> <u>July</u> 2009
<b>Adoption and publication</b>	<del>April</del> <u>August</u> 2009
<b>Production Arrangements</b>	
<b>Lead Department</b>	Rochford Planning Policy
<b>Management Arrangements</b>	This is a development plan document prepared jointly with Southend-on-Sea Borough Council. The process will be managed by the respective policy teams and a Joint Area Action Plan Committee comprising four Members from each authority.
<b>Resources</b>	Process to be coordinated by the policy teams in each authority with substantial input from consultants. To be

	funded from existing budgets, planning delivery grant and LABGI.
<b>Community and Stakeholder consultation</b>	See <del>the Rochford</del> Statements of Community Involvement <u>prepared by Rochford and Southend</u> .
<b>Monitoring and Review</b>	Policies to be monitored on an annual basis. Reviews will be carried out if a need is identified or as a result of changes to the East of England Plan.

## Supplementary Planning Documents

- 4.2 A number of Supplementary Planning Documents have been prepared by the Council as follows:

SPD 1 – Education Contributions  
 SPD 2 – Housing Design  
 SPD 3 – Playing Pitch Strategy  
 SPD4 – Shop Fronts – Security and design  
 SPD5 – Vehicle Parking Standards  
 SPD6 – Design Guidelines for Conservation Areas  
 SPD7 – Design, landscaping and Access Statements  
 SPD8 – Rural Settlement Areas.

- 4.3 The following Supplementary Planning Guidance (SPG) have been superseded by Supplementary Planning Documents (SPDs):

LPSPG1 – now SPD2 Housing Design  
 LPSPG2 – now SPD5 Vehicle Parking Standards  
 LPSPG3 – now SPD8 Rural Settlement Areas  
 LPSPG4 – covered in SPD2, SPD4 and SPD7  
 LPSPG5 – now SPD7 Design, Landscaping and Access Statements  
 LPSPG6 – now SPD7 Design, Landscaping and Access Statements  
 LPSPG7 – now SPD6 Design Guidelines for Conservation Areas  
 LPSPG8 – now SPD4 Shop Fronts – Security and Design  
 LPSPG10 – now SPD3 Playing Pitch Strategy  
 LPSPG17 – now SPD1 Educational Contributions

- 4.4 The following SPGs are now deleted

LPSPG11 Wargames  
 LPSPG12 Clay pigeon shooting  
 LPSPG13 Local list

- 4.5 The SPDs were adopted in January 2007, but, in the case of SPD 3 for example, an early review is required. The details are set out in the summaries below, together with information about SPDs still to be prepared.

Document Details	
<b>Title</b>	Local Wildlife Sites Supplementary Planning Document.
<b>Purpose</b>	Will provide guidance on the protection and enhancement of designated local wildlife sites. (Note – local wildlife sites are currently shown on the adopted Local Plan Proposals Map, but these sites will be subject to review as part of the evidence base for the LDF).
<b>Geographical coverage</b>	District wide.
<b>Chain of conformity</b>	Will conform to the Core Strategy DPD and Development Control Policies DPD.
Milestones	
<b>Commencement</b>	January 2008
<b>Prepare draft SPD</b>	March / April 2008
<b>Public consultation (Reg 17)</b>	July 2008
<b>Adoption</b>	December 2008

Document Details	
<b>Title</b>	Playing Pitch and Open Space Supplementary Planning Document.
<b>Purpose</b>	Will provide guidance on the requirements for playing pitches and open space in the period to 2021 and beyond.
<b>Geographical coverage</b>	District wide.
<b>Chain of conformity</b>	Will conform to the Core Strategy DPD and Development Control Policies DPD and Site Allocations DPD.
Milestones	
<b>Commencement</b>	January 2008

<b><i>Prepare draft SPD</i></b>	June / July 2008
<b><i>Public consultation (Reg 17)</i></b>	October / November 2008
<b><i>Adoption</i></b>	January 2009

<b>Document Details</b>	
<b><i>Title</i></b>	Urban Place Supplement Supplementary Planning Document.
<b><i>Purpose</i></b>	Will provide guidance on best practice in the layout and design of high density development.
<b><i>Geographical coverage</i></b>	District wide.
<b><i>Chain of conformity</i></b>	Will conform to the Core Strategy DPD and Development Control Policies DPD and Site Allocations DPD.
<b>Milestones</b>	
<b><i>Commencement</i></b>	Document preparation and consultation undertaken by Essex County Council
<b><i>Prepare draft SPD</i></b>	
<b><i>Public consultation (Reg 17)</i></b>	
<b><i>Adoption</i></b>	February 2008

<b>Document Details</b>	
<b>Title</b>	Obligations and Planning Tariffs
<b>Purpose</b>	Will provide detailed guidance on the planning tariffs and obligations developers will be required to undertake to ensure the necessary infrastructure improvements accompany any development.
<b>Geographical coverage</b>	District wide
<b>Chain of conformity</b>	Will conform to the Core Strategy DPD and Development Control Policies DPD and Site Allocations DPD
<b>Milestones</b>	
<b>Commencement</b>	January 2009
<b>Prepare draft SPD</b>	June 2009
<b>Public consultation (Reg 17)</b>	October 2009
<b>Adoption</b>	March 2010

- 4.6 The Council is undertaking work on preparing town centre master plans for Rochford and Hockley. This work is at an early stage, but it is envisaged will result in the preparation of Supplementary Planning Documents linked to key policies in the Core Strategy SDPD, Site Allocation DPD and Development Control Policies DPD. The detailed timetable for the preparation of these SPDs will be set out in a future review of this Local Development Scheme.
- 4.7 Finally, the Council also intends to prepare a new 'local list' of important buildings. Details for the preparation of a Local List SPD will be set out in a future review of the LDS.

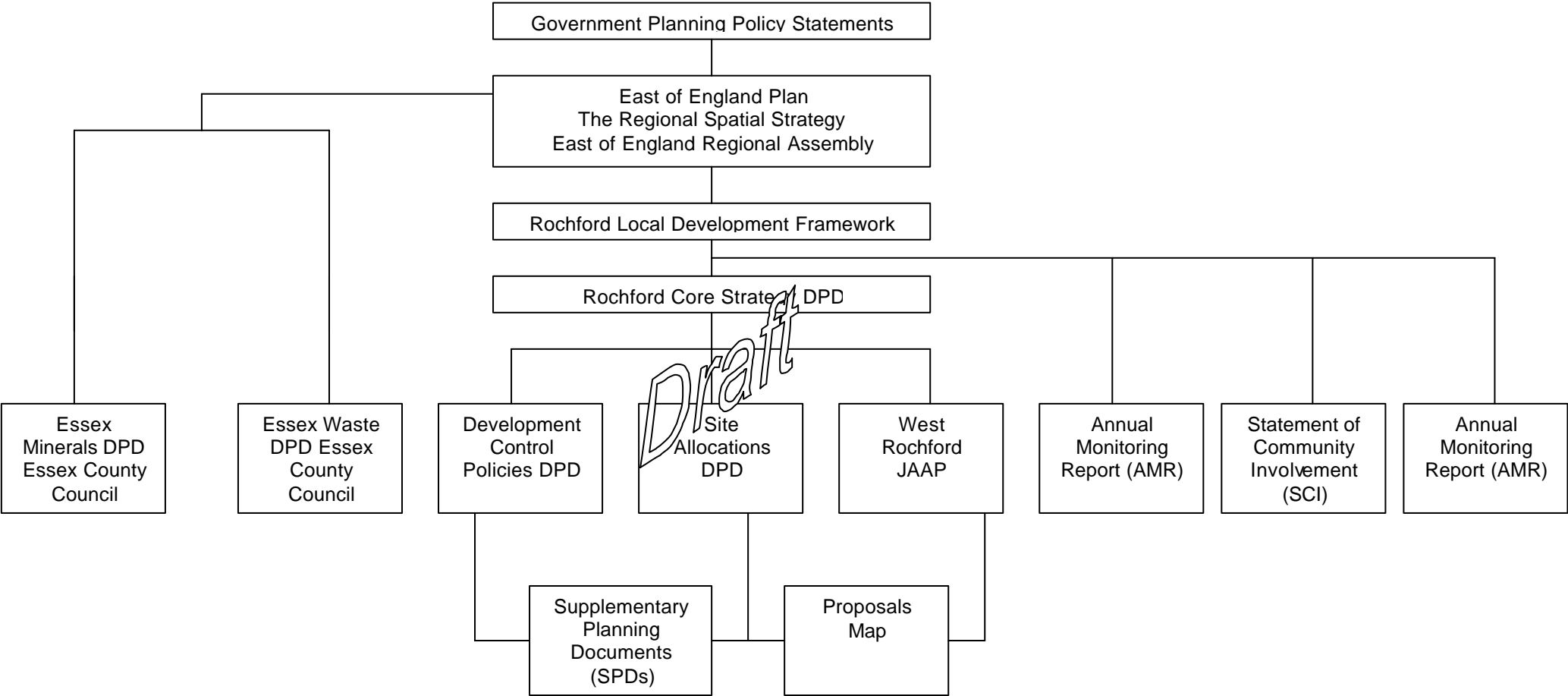
## **5 RELATIONSHIP WITH OTHER DEVELOPMENT PLAN DOCUMENTS**

- 5.1 The Rochford Local Development Framework will, in due course, comprise the statutory and non-statutory planning policy framework for the district. In the meantime, the existing development plan will remain in force until the LDF is adopted.
- 5.2 The existing development plan comprises the following documents:

- Rochford District Local Plan (adopted June 2006)
  - Essex and Southend Structure Plan - saved policies - 1996-2011
  - Essex Minerals Local Plan – First Review (adopted 1997)
  - Essex and Southend Waste Local Plan (adopted 2001)
  - Regional Planning Guidance for the South East (RPG9)(adopted 2001).
- 5.3 In accordance with the provisions of the Planning and Compulsory Act 2004, parts of these development plan documents will be 'saved' until replaced by adopted LDDs and SPDs or by an adopted Regional Spatial Strategy (the East of England Plan) (in the case of the Structure Plan and RPG9).
- 5.4 The regulations allow for the Rochford District Local Plan to be saved for a period of up to three years following adoption. This means the plan is safeguarded until 16 June 2009. Given the timetable for the preparation of DPDs and SPDs; it is expected that local plan policies will be saved beyond this date. An interim review of the LDS will specify the timescale for this work.
- 5.5 Subject to a review of the requirement for saved policies, as the new development plan documents are adopted, parts of the Local Plan will be superseded until all the existing policies are replaced by policies, as appropriate, in new DPDs.
- 5.6 Since there is no mechanism to 'save' supplementary planning guidance, the Council has ensured that some advice is updated to the new SPD format as quickly as possible.
- 5.7 Essex County Council remains the authority responsible for dealing with minerals and waste and a Local Development Scheme has been published explaining the timetable for the replacement of the Minerals Local Plan and the Waste Local Plan.
- 5.8 The Council intends to prepare an Area Action Plan jointly with Southend Borough Council to address development and regeneration issues on land to the West of Rochford Town Centre. A Joint Area Action Committee comprising four Members from each authority has been set up to manage the preparation of the plan.
- 5.9 Given the complexity of the plan preparation process, Table 2 is intended to explain the relationship between government and regional policy documents and the Rochford LDF, including documents to be prepared by Essex County Council.

Table 2

Relationship between government and regional policy documents and the Rochford LDF:





## 6 MONITORING AND REVIEW

- 6.1 This second review of the Local Development Scheme covers the period 2007-2010. The LDS is normally reviewed annually as part of the monitoring and review through the Annual Monitoring Report. However, since the publication of the last AMR, there has been a delay in reviewing the timetable for several reasons, but primarily the need to agree a deliverable programme jointly with Southend Borough Council for the preparation of the West Rochford Area Action Plan.
- 6.2 The Annual Monitoring Report will be presented to the Council's Executive Board in December and submitted to the Government Office for the East of England.
- 6.3 It is intended that the AMR will:
- show how the Council is performing against the timescales in the LDS for the preparation of development plan documents and Supplementary Planning Documents;

Consider:

- the effectiveness of 'saved' policies in advance of the adoption of Local Development Documents;
  - monitor development plan policies against a set of government, regional and local indicators; and
  - provide an up to date list of documents in preparation and adopted, and provide details of future reviews of those documents.
- 6.4 Following adoption, each local development document will be formally reviewed in the AMR, with the period for review being determined by the importance of the document and progress towards implementation of key policies, particularly those relating to the development of land.
- 6.5 Policies within the Rochford District Replacement Local Plan (2006) expire on 16<sup>th</sup> June 2009. It will be necessary to save a number of policies beyond this date by requesting a direction from the Secretary of State. The AMR, in particular the 2008 AMR, will assess the performance of Replacement Local Plan policies and recommend those that should be saved beyond 2009.

## 7 EVIDENCE BASE

- 7.1 A range of background work and technical studies will be used to assist in the preparation of the Council's planning policies. All studies and technical material will be available at the same time as a local development document is first published to ensure the justification for policies and proposals is clearly evidenced.

- 7.2 As well as technical studies prepared to underpin the Council's local development documents, it should also be borne in mind that the Council is preparing other plans and strategies relevant to the LDF, particularly the Rochford Sustainable Community Strategy. The LDF will give a spatial dimension to the Community Strategy.
- 7.3 It is not possible to provide a comprehensive list of background documents and technical studies, but the AMR will provide regular updates both on progress and on any changes or additions proposed to be added to the evidence base.
- 7.4 The list of current background documents and technical studies includes:
1. Strategic Environmental Assessment and Sustainability Appraisal of Issues and Options draft Rochford Core Strategy DPD (November 2006)
  2. Sustainability Appraisal of Regulation 26 draft Rochford Core Strategy DPD (June 2007)
  3. Urban Capacity Study (2007)
  4. Playing Pitch Provision DPD (2007)
  5. Housing Needs Survey (2004)
  6. Rochford Annual Monitoring Report (2005)
  7. Rochford Annual Monitoring Report (2006)
  8. Rochford District Key Statistics (2007)
  9. Core Strategy DPD (Reg 25) Public Consultation Responses (2006)
  10. Core Strategy DPD (Reg 26) Public Consultation Responses (2007)
  11. Greensward College Student Workshop Report (2006)
  12. King Edmund School Student Workshop Report (2006)
  13. Call for Sites Consultation (2007)
  14. Rochford Economic Strategy (2007)
  15. Rochford Community Strategy (2004)
  16. Historic Landscape Characterisation Report (2006)
  17. Essex Local Transport Plan 2006-2011
  18. Gypsy and Traveller Needs Assessment for Essex (2006)

19. Gypsy and Traveller Needs Assessment Update for Essex (2007)
  20. Thames Gateway Strategic Flood Risk Assessment (2007)
  21. Conservation Area Appraisals and Management Plans for all Conservation Areas (2006-2007)
  22. Review of Local Wildlife Sites (2007).
  23. Rawreth Parish Plan
  24. Hockley Parish Plan
- 7.5 In addition to studies already completed, it is intended that additional technical studies and reports be prepared as follows:
1. Town Centre Master Plan for Rochford
  2. Town Centre Master Plan for Hockley
  3. Analysis of retail issues for the district
  4. Strategic Market Housing Assessment of Thames Gateway South Essex districts
  5. Review of play pitch and open space provision.
- 7.6 It is also envisaged that documents produced by third parties, such as Parish Plans, will feed into the LDF process where relevant and appropriate.
- 7.7 All technical studies will be published with draft local development documents and will be made available electronically and in paper format if requested. Summaries of the key points from each document will be placed on the Council's website.

## **8 PROJECT MANAGEMENT/IMPLEMENTATION**

- 8.1 Since the preparation of the Rochford Local Development Framework is a statutory requirement set out in the provisions of the Planning and Compulsory Purchase Act 2004, the Council has liaised with the Government Office for the East of England on the preparation of this LDS.
- 8.2 The various development plan documents that comprise the LDF are being prepared by the Council's Planning Policy Team within the Planning and Transportation Division. The Policy Team will be responsible for the delivery of the LDF, including monitoring and review.
- 8.3 However, the Council will also make use of consultants, as appropriate, to contribute to both the plan-making process and the assembly of the evidence base. Consultants have been engaged to undertake the Strategic Environmental Assessment and Sustainability Appraisal of Development Plan

Documents, and are also being used to carry out work on the Strategic Market Housing Assessment, Review of Wildlife Sites, Retail Study, and to undertake a comprehensive economic assessment of the potential for regeneration and development within the Joint Action Area.

- 8.4 Consultation arrangements for each development plan document are set out in the Council's adopted Statement of Community Involvement.
- 8.5 The day to day running of the development plan programme is managed by the Planning Policy Manager, with key decisions on the content of documents and consultation arrangements being managed by a Member committee, the LDF Sub-Committee. The LDF is listed in the Council's Corporate Plan and linked to the emerging Rochford Sustainable Community Strategy.
- 8.6 The Council expects to meet the costs for the preparation of the LDF ~~form~~ from its Revenue Budget and from the receipt of Planning Delivery Grant.

The level of staff and budgetary provision will be closely monitored through the annual budget making process.

- 8.7 A programme officer will be appointed who is required to manage the delivery of development plan documents through public inquiry stages.

## 9 CONTINGENCY PLANNING

- 9.1 There is no doubt that the timetable for the preparation of the Rochford LDF is challenging, but the Council is committed to achieving the targets set out in this LDS.
- 9.2 Issues that may impact on the LDS timetable are considered to be:

### ***Changes to and the adoption date of the East of England Plan***

The Secretary of State has published proposed amendments to the East of England Plan for public consultation. However, there is now a significant delay as a result of the need to undertake an Appropriate Assessment of the plan.

### ***Loss of key staff within the policy section***

It may be necessary to employ temporary staff to address any vacancies within the Policy Team.

### ***Dealing with large numbers of representations***

The Council has implemented a web based system for managing consultation responses, but its success depends on the willingness of those making representations to use the system. A marketing strategy to promote the use of the website is being prepared.

***Lack of budget to prepare technical studies and prepare supporting documents***

The Council will review budgetary provision on an annual basis to seek to prevent financial constraints delaying the preparation of local development documents. A decision was recently taken by the Council to allocate additional funds to support the preparation of the Joint Area Action Plan and to undertake town centre studies of Rochford and Hockley.

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**GLOSSARY**

<b>AAP</b>	<b><i>Area Action Plan</i></b> These Plans will focus upon implementation, providing an important mechanism for ensuring development of an appropriate, scale, mix and quality for key areas of opportunity, change or conservation.
<b>AMR</b>	<b><i>Annual Monitoring Report</i></b> Authorities are required to produce AMRs to assess the implementation of the LDS and the extent to which policies in LDDs are being achieved.
<b>CAA</b>	<b><i>Conservation Area Appraisal</i></b> An assessment made by the local planning authority of the character of a conservation area, including details of the features that justify the designation.
<b>DPD</b>	<b><i>Development Plan Document</i></b> The Documents that a local planning authority must prepare, and which have to be subject to rigorous procedures of community involvement, consultation and independent examination. Should include the following elements: <ul style="list-style-type: none"> <li>• Core Strategy</li> <li>• Site specific allocations of land</li> <li>• Area action plans (where needed); and</li> <li>• Proposals map (with inset maps, where necessary).</li> </ul>
<b>LDD</b>	<b><i>Local Development Document</i></b> LDDs will comprise of DPDs, SPDs, SCI, and the SEA/SA.
<b>LDF</b>	<b><i>Local Development Framework</i></b> The LDF will contain a portfolio of LDDs that will provide the local planning authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development of land.

<b>LDS</b>	<b><i>Local Development Scheme</i></b> The LDS sets out the programme for preparing the LDDs.
<b>PP</b>	<b><i>Parish Plan</i></b>  An initiative whereby local people can prepare a document that sets out their wishes for the development of their area.
<b>PPS</b>	<b><i>Planning Policy Statement</i></b> Government statements of national planning policy, being phased in to supersede Planning Policy Guidance notes (PPGs).
<b>RDRLP</b>	<b><i>Rochford District Replacement Local Plan</i></b>  The Replacement Local Plan (RDRLP) was adopted in June 2006 and will remain in force, unless superseded in whole or in part by DPDs, until June 2009 at least.
<b>RSP</b>	<b><i>Replacement Structure Plan</i></b> The Essex and Southend-on-Sea Replacement Structure Plan, adopted 9 <sup>th</sup> April 2001. The Structure Plan will largely be replaced following the adoption of the East of England Plan.
<b>RSS</b>	<b><i>Regional Spatial Strategy</i></b> The RSS, incorporating a regional transport strategy, provides a spatial framework to inform the preparation of local development documents, local transport plans and regional and sub-regional strategies and programmes that have a bearing on land-use activities. The <i>East of England Plan</i> covers the Rochford district.
<b>SA</b>	<b><i>Sustainability Appraisal</i></b> Assessment of the social, economic, and environmental impacts of the policies and proposals contained within the LDF.
<b>SCI</b>	<b><i>Statement of Community Involvement</i></b> Document explaining to stakeholders and the community, how and when they will be involved in the preparation of the LDF, and the steps that will be taken to facilitate this involvement. The Rochford SCI was adopted in January 2007.

**SEA**      ***Strategic Environmental Assessment***  
Assessment of the environmental impacts of the policies and proposals contained within the LDF.

**SPD**      ***Supplementary Planning Document***  
SPDs are intended to amplify and expand upon 'saved' development plan policies, but do not have their status. They do not include standards in their own right.

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