



# Medway Local Development Scheme



**August 2011**



# **Medway Local Development Scheme August 2011**

## **1. Introduction**

- 1.1 This, the latest revision of Medway's Local Development Scheme, came into effect on 2 August 2011. In effect, it sets out a summary project plan that guides the preparation and review of the Local Development Framework – the long-term spatial plan for Medway.
- 1.2 The Medway Local Development Scheme first came into effect in April 2005. It was subsequently updated in March 2007, then in September 2008 and again in December 2009.
- 1.3 The detailed reasons for this update of the Scheme are set out below.

## **2. Background**

- 2.1 The Planning and Compulsory Purchase Act, 2004 and associated Regulations<sup>1</sup>, requires the council to prepare and maintain a local development scheme (LDS). It must identify the local development documents that will be prepared over the next three years as part of the local development framework (LDF). It must also set out the timetable for the preparation and review of these documents.
- 2.2 Local development documents, with one exception, will contain the Council's policies and proposals relating to the development and use of land in Medway. The exception deals with public participation in the plan making process and this is called the Statement of Community Involvement (SCI). Medway's SCI was adopted in December 2006 and was revised in August 2011.
- 2.3 Local development schemes have three main purposes:
  - To inform the public of the documents that will make up the local development framework and the timescales they can expect for the preparation of these documents.
  - To establish and reflect council priorities and to enable work programmes to be set for preparation of the documents.

---

<sup>1</sup> The 2004 Act was partially amended by the Planning Act 2008. The 2004 Town & Country Planning (Local Development) (England) Regulations were partially amended by the Town & Country Planning (Local Development) (England) (Amendment) Regulations 2008.

- To set a timetable for the review of the documents once they have been prepared.

#### 2.4 They must specify:

The documents that are to have the status of what are called local development documents (LDDs).

- The subject matter and geographical area to which each document relates.
- Which LDDs are to be development plan documents.
- Which LDDs, if any, are to be prepared jointly with one or more other local planning authorities.
- Any matter or area in respect of which the authority has agreed (or proposes to agree) to the setting up of a joint committee with other local planning authorities, and
- The timetable for the preparation and revision of the LDDs.

### 3. Reasons for this Revision of the LDS

#### 3.1 Since the Local Development Scheme was last revised, a number of changes have occurred:

- Following the publication of the Issues and Options Report in July 2009, the Council decided to introduce an additional period of public consultation on a pre-publication draft core strategy, which set out a vision, objectives, strategy and policies for the future planning of Medway. This took place in October 2010
- The Government revoked the South East Plan, which required references to that plan to be removed or reworded from the pre-publication draft core strategy and a reassessment of the evidence base to ensure that the core strategy could stand on its own in the absence of the South East Plan policies. This plan was subsequently reinstated as a result of a legal challenge
- The delays caused by these issues took the plan programme into the “purdah” period of the May 2011 local elections and reprogramming had to take place to ensure that public consultation on the publication draft core strategy took place after that period
- The Government has introduced a system for the introduction of a Community Infrastructure Levy or CIL by each council responsible for a local development framework. This will be an important means of funding local infrastructure in the future and so the charging schedule needs to be reflected in the LDS.

#### 3.2 Taking these and a number of other factors into account it was therefore considered beneficial to revise the Local Development Scheme.

#### **4. Resources & Management**

- 4.1 The overall responsibility for the preparation of Local Development Documents lies with the Planning Policy & Design Manager on behalf of the Assistant Director. The team responsible for the production of the LDF is the Development Plans & Engagement team under the supervision of the Development Plans and Engagement Manager. The team currently comprises five senior planners, two planning officers and a technical assistant. This staffing structure is subject to review. A temporary Project Manager has also been appointed.
- 4.2 The Council has installed the Limehouse data processing and report generating system in order to streamline the processing and production of the LDF. This is widely used in other local authorities and by Government departments and agencies.
- 4.3 Also contributing regularly to the work are the Design and Conservation team, the Integrated Transport team, Greenspaces, the Housing Strategy team and the Development Management team.
- 4.4 Other teams from across the Council also contribute and specialist consultants are used when there is insufficient expertise or capacity within the Council to carry out a particular piece of work. Where opportunities occur work is undertaken jointly with adjoining authorities.
- 4.5 Close working with the Medway Local Strategic Partnership is also of critical importance and close links are maintained with both the Partnership and a range of statutory agencies and service providers.
- 4.6 Necessary decisions, which need to be made during the LDF preparation process, are the responsibility of the Cabinet, which meets every four weeks. Submission of documents to the Secretary of State and their adoption require approval of the full Council. Medway has an eight-week cycle of Council meetings.
- 4.7 Day to day activity is managed using the following mechanisms:
- Fortnightly team meetings
  - Monthly Project Board meetings
  - Bi-monthly LDF Extended Officer Group meetings
  - Monthly LDF Advisory Group meetings (a formally constituted Cabinet Advisory Group with membership drawn from the two main political groupings on the Council).

## 5. Documents Covered in This Revision

- 5.1 There are two development plan documents covered in this revision:
- The Core Strategy, on which work is well underway
  - A Site Allocations and Development Management document. Work on this will commence following examination in public of the Core Strategy.
- 5.2 The Core Strategy will:
- Cover the period to 2028 as it must cover a period of at least 15 years from the date of adoption
  - Propose a Strategic Allocation at Lodge Hill, Chattenden
  - Identify broad locations for a range of strategic developments, including within the town centres and along the urban waterfront
  - Include an Infrastructure Delivery Schedule for Medway. A full Infrastructure Plan will be prepared in parallel with the Core Strategy and will inform the content of the Delivery Schedule
  - Include proposals from an indicative masterplan for Central Strood to illustrate how a town centre strategy can be taken forward
  - Replace a number of 'saved' Medway Local Plan policies.
- 5.3 The Land Allocations and Development Management Development Management document will:
- Deal with all relevant issues to carry forward the overarching policies for the area set out in the Core Strategy
  - Allocate land for a variety of land uses
  - Set out a limited range of policies to govern the effective use of land and guide detailed development management decisions
  - Replace all currently 'saved' Medway Local Plan policies not already superseded by the Core Strategy
  - Be accompanied by a comprehensive Proposals Map to replace that originally produced for the Medway Local Plan.
- 5.4 It should also be noted that the Council publishes a further document each December. This is known as the Annual Monitoring Report. It reports on key changes in the area and charts progress in preparing the LDF against the milestones set out in the Local Development Scheme.
- 5.5 Local Authorities are now required to prepare a Community Infrastructure Levy that sets out a schedule of charges to be applied to all new development to cover the provision of infrastructure. This has to be embedded within the LDF and has therefore been included in the Local Development Scheme.

## 6. Medway LDS: Summary Schedule

Document Number and Title	Status	Resources	Brief Description	Conformity	Key dates
1. Medway Core Strategy	Development Plan Document	Development Plans & Research Team assisted by other teams across the Council	The document will provide a spatial vision for Medway and include strategic policies and proposals, including those for waste and minerals. It will include overarching policies for specific areas within Medway	Consistent with national planning policy statements, and in general conformity with the Regional Spatial Strategy (South East Plan) [pending its abolition]	Submission March 2012 Hearings July 2012 Adoption October 2012
2. Land Allocations & Development Management DPD	Development Plan Document	Development Plans & Research Team assisted by other teams across the Council	The document will replace detailed policies 'saved' from the Medway Local Plan and allocate land for a variety of uses	Consistent with national planning policy statements, and in general conformity with the Medway Core Strategy	SEA/SA scoping June 2013 Submission May 2014 Hearings Sep 2014 Adoption Jan 2015
3. Annual Monitoring Report	Non Development Plan Document	Development Plans and Research Team	Monitors the implementation of the local development scheme and the extent to which policies in local development documents are being achieved.	Not applicable	December annually
4. Medway Proposals Map	Development Plan Document	Development Plans & Research Team	This document will illustrate the policies and proposals in the other development plan documents	With the relevant development plan documents	When DPDs are adopted

5. Community Infrastructure Levy	Non Development Plan Document	Development Plans & Research Team assisted by others	on an ordnance survey base The document will provide a schedule of charges to be applied to all new qualifying development for the provision of infrastructure	Not applicable	Preparation July 2012 Public Consultation on draft CIL Jan 2013 Examination June 2013 Adoption Sep 2013
----------------------------------	-------------------------------	--	---	----------------	--

## 7 Details of Local Development Documents and Timetable for Preparation

### 7.1 Document 1

Name of Document:	<b>Medway Core Strategy</b>	
Subject of Document:	The document will provide a spatial vision for Medway and include strategic policies and proposals, including those for waste and minerals. It will include overarching policies for specific areas within Medway.	
Geographical Area:	Medway administrative area.	
Development Plan Document:	Yes	
Joint Preparation:	No	
Timetable/Milestones:	Pre-Production Survey	Jan-Aug 2008
	Formal start of continuous engagement	Dec. 2008
	SEA/SA scoping Consultation	Nov/Dec. 2008
	Publication of the Pre-Publication Draft	
	Core Strategy	Nov 2010
	Publication of the Draft Core Strategy	Aug 2011
	Submission to Secretary of State	March 2012
	Hearing sessions	July 2012
	Inspector's report	October 2012
	Adoption	October 2012

Note: Timetable after submission subject to range of issues selected for examination

Review: Ongoing from adoption

## 7.2 Document 2

Name of Document: **Site Allocations and Development Management DPD**

Subject of Document: To allocate land for a variety of uses, including waste and minerals. To set out policies to inform detailed development management decisions. To replace 'saved' policies from the Medway Local Plan

Geographical Area: Medway administrative area

Development Plan Document: Yes

Joint Preparation: No

Timetable:

Pre-Production Survey	From July 2012
Formal start of continuous engagement	Sept 2012
SEA/SA scoping consultation	June 2013
Publication of Draft DPD	October 2013
Submission to Secretary of State	May 2014
Hearing sessions	September 2014
Inspector's report	December 2014
Adoption	January 2015

Note: The indicated programme extends beyond the three year programme covered in this revision of the LDS. Dates are therefore indicative and provided for information only

Review: Ongoing from adoption

Chain of Conformity: With the Core Strategy

## 7.3 Document 3

Name of Document: **Annual Monitoring Report**



Subject of Document:	The document monitors the implementation of the local development scheme and the extent to which policies and proposals in local development documents are being achieved.
Geographical Area:	Medway Administrative Area
Development Plan Document:	No
Joint Preparation:	No
Timetable:	Preparation and adoption of report Apr-Dec annually
Review:	Ongoing annual report
Chain of Conformity:	Not applicable.

#### 7.4 Document 4

Name of Document:	<b>Medway Proposals Map</b>
Subject of Document:	The document will illustrate the adopted policies and proposals in the other development plan documents on an ordnance survey base map.
Geographical Area:	Medway administrative area
Development Plan Document:	No
Joint Preparation:	No
Timetable:	Following adoption of Core Strategy and Land Allocations and Development Management DPD
Review:	Ongoing
Chain of Conformity:	Development Plan Documents.

#### 7.4 Document 5

Name of Document:	<b>Community Infrastructure Levy</b>
-------------------	--------------------------------------

Subject of Document	A charging schedule to be applied to all new qualifying development to be used for the provision of infrastructure	
Geographical Area:	Medway administrative area	
Development Plan Document:	No	
Joint Preparation:	No	
Timetable:	Start Preparation	July 2012
	Public consultation on Preliminary Draft CIL	Dec 2012
	Consultation on Draft CIL	Mar 2013
	Consultation on Modifications	May 2013
	Examination	June 2013
	Adoption	Sept 2013
Review:	Ongoing	
Chain of Conformity:	Not Applicable.	

## 8. Risks and Contingencies

8.1 A number of factors could affect the programme for delivering the documents described above. The most significant of these are considered to be:

- **Staffing Changes:** The Development Plans and Research team is currently undergoing a fundamental review. It is not yet known what the effect of this will be on the programme for the local development framework.
- **Work Load:** Reduced staffing levels, both within the team and beyond, are likely to impact on the work programme. Further demands may also arise once the Localism Bill becomes law and a new tier of neighbourhood plan making is introduced into the planning system.
- **Resources:** The cost of producing local development frameworks has proved to be higher than expected. In particular the wide range of studies and surveys required to create a robust evidence base has caused difficulty for many authorities.

For example, the costs of transport modelling alone can easily reach several hundreds of thousands of pounds.

The core team producing the LDF also has to rely on significant contributions from services across the Council and from a wide range of external organisations. If staff resources are not available at the appropriate time this can impact on the planned programme.

However, with substantial progress being made with the Core Strategy adequate resources have been assembled to complete the evidence base by the end of 2011. A high level of co-operation has also been forthcoming from services across the Council and beyond.

Other strong pressures on public finances forecast over the next few years could impact negatively on the programme as set out.

- **Alignment with other plans and strategies:** Revised Government guidance and policy announcements can have significant implications for the local development framework. The Government is currently preparing a National Planning Policy Framework, which will replace planning policy guidance and planning policy statements in a more streamlined, comprehensive format. This could have a significant impact on the underlying foundations of the LDF.

As a unitary authority, the Council is responsible for preparing a wide range of plans and strategies. These have varied time horizons and review periods, so that it can be difficult to reflect all considerations into each stage of the Core Strategy's production.

- **New requirements:** Since the introduction of the LDF system in 2004 many new requirements have emerged, not all of which arise from changes in Government policy and guidance. A range of bodies, including statutory agencies, have issued their own guidance and associated requirements in relation to LDFs. This can cause considerable difficulties depending on their timing in relation to the LDF programme. In extreme case they can cause significant delays or even a repeat of key stages as well as having resource implications.

- 8.2 To manage these factors careful monitoring is undertaken of progress with LDFs across the country and of emerging material and best practice. The process being followed also closely reflects the Plan Making Manual issued by the Planning Advisory Service.

## 9. Saved Documents

- 9.1 The development plan documents proposed in this Scheme will eventually completely replace the previous local development plan.
- 9.2 Under the Planning and Compulsory Purchase Act 2004 ([www.opsi.gov.uk/ACTS/acts2004/ukpga\\_20040005\\_en\\_1.htm](http://www.opsi.gov.uk/ACTS/acts2004/ukpga_20040005_en_1.htm)), all Structure and Local Plan policies were saved for three years from the date of the commencement of the Act or from the date the plan was adopted, if later. As all of Medway's Local Plan policies were in force when the Act commenced, they were due to expire after three years, on 27 September 2007.
- 9.3 If there were no appropriate Local Development Documents adopted which could replace Local Plan policies, local planning authorities could apply to the Secretary of State to issue a direction to save policies until such time as they were replaced. Medway Council consequently applied to the Secretary of State to save those policies that remained in conformity with national and regional planning policies and the Secretary of State issued a direction on 21 September 2007. Copies of the direction letters are available at <http://www.medway.gov.uk/index/environment/9995.html/70194.htm>
- 9.4 The Core Strategy will identify all the policies in the Medway Local Plan, which will be superseded once the core strategy is adopted and those which will be "saved" and carried forward to be replaced by the Land Allocations and Development Management DPD.

## **10. Further Information**

- 10.1 Further information about Medway's local development framework can be obtained from: [www.medway.gov.uk/ldf](http://www.medway.gov.uk/ldf) or by contacting the Development Plans & Research Team:

Address:  
Development Plans & Engagement Team,  
Regeneration, Community & Culture,  
Medway Council,  
Gun Wharf, Dock Road,  
Chatham, Kent ME4 4TR

Telephone: 01634 331629

Email: [ldf@medway.gov.uk](mailto:ldf@medway.gov.uk) or  
[localdevelopmentframework@medway.gov.uk](mailto:localdevelopmentframework@medway.gov.uk)

- 10.2 More general information about local development frameworks and the

planning system can be found at:

[http://www.planningportal.gov.uk/england/genpub/en/1115311947782.](http://www.planningportal.gov.uk/england/genpub/en/1115311947782)

Html

[http://www.planninginspectorate.gov.uk/pins/appeals/local\\_dev/index.htm](http://www.planninginspectorate.gov.uk/pins/appeals/local_dev/index.htm)

Development Plans and Research, Regeneration, Community and Culture,  
Medway Council, Gun Wharf, Dock Road, Chatham, Kent ME4 4TR

**email:** [ldf@medway.gov.uk](mailto:ldf@medway.gov.uk)

**Website:** <http://www.medway.gov.uk/ldf>