



**COTSWOLD DISTRICT**

**LOCAL PLAN**

**LOCAL DEVELOPMENT SCHEME**

**APRIL 2016 – MARCH 2019**

**Cotswold District Council**  
April 2016



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## **Chapter 1 - Introduction**

The Local Development Scheme (LDS) is a three year project plan for the period April 2016 to March 2019. It sets out the programme of work to be undertaken by Cotswold District Council to establish a Local Plan for the district. Local planning authorities are required to produce an LDS as set out in the Planning and Compulsory Purchase Act 2004, as amended by Section 111 of the Localism Act 2011.

This Local Development Scheme provides a guide for the preparation of the Local Plan and any additional Development Plan Documents (DPD) or Supplementary Planning Documents (SPD).

Producing a Local Plan is a major project that requires significant resources to prepare it. A project management approach is vitally important to enable production within a given timescale. The District Council views the LDS as a key project management tool in the production of the Local Plan.

The LDS has four main purposes:

1. To inform people of how the Local Plan will be prepared and the likely timescale involved;
2. To establish work priorities and enable work programmes to be formed;
3. To set a timescale for the review of the Plan and other documents or policies;
4. To indicate which policies from the adopted Local Plan are 'saved' beyond the three year period under the interim arrangements (saved policies are those that will continue to be used in determining planning applications).

This Local Development Scheme contains those DPDs for which a timetable is known as at April 2016. It is possible in the future further documents will be added, only when a detailed timetable for the work can be established.

A glossary of acronyms used throughout this document can be found in Appendix A.

### **Procedural Requirements**

The Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011, requires local planning authorities to prepare and maintain a Local Development Scheme. The LDS is a timetable for the production of the District's Local Development Plan, Development Plan Documents and Supplementary Planning Documents.

This LDS has been produced to give residents and other stakeholders information about:

- the local development documents the district council will be preparing;
- the subject matter and geographical area to which the plans relate; and
- the timetable for the preparation, adoption and revision of the plans.

It is important that plans for the future development of the district are produced in a timely and efficient manner, if they are not, development which is crucial to the social, economic and environmental well-being of the district and its residents may be delayed or abandoned, and the co-ordination of development and infrastructure provision may be difficult to achieve.

## Background

In 2013 the Council agreed to change from a Local Development Framework to the preparation of a single Local Plan for the Cotswold District. The Local Plan will build upon and progress the work that had previously been undertaken on the Core Strategy, and include the following elements:

- Spatial strategy for the future growth within the District for the twenty year period 2011-2031
- Strategic development policies
- Site allocations
- Development management policies
- Proposals map

Once adopted the Local Plan will replace the 'saved' policies of the Local Plan adopted 2006 and will become the development plan document for the District. After adoption the Plan will be monitored, updated and reviewed as necessary.

The Local Plan is complemented by the following documents:

- **Statement of Community Involvement** demonstrating how the Council engages with the community and other stakeholders.
- **Annual Monitoring Report** for the implementation and performance of policies and proposals in the Local Plan to inform whether a review is necessary.
- **Sustainability Appraisal** to ensure the Plan meets social, economic and environmental objectives.
- **Evidence** to ensure the Plan is sound and robust.

Following changes in Legislation in 2011 and 2012 (through the Localism Act 2011 and new Town and Country (Local Plan) (England) Regulations 2012), there is no longer a requirement for local planning authorities to specify the timetables for producing other planning documents such as Supplementary Planning Documents, the Community Infrastructure Levy (CIL) and the Statement of Community Involvement (SCI) in the LDS. However, the Council is aware that this is useful information that should be publicly available. Consequently, a list of those the Council is proposing to prepare and review will be included in the LDS as appropriate.

## Chapter 2 - Adopted Local Plan (2006)

The Cotswold District Local Plan was adopted in April 2006. It supersedes the former Local Plan adopted in 1999.

### Saved Policies

The policies contained within the 2006 Local Plan were automatically saved for a period of three years from adoption. The Secretary of State agreed that the majority of the Local Plan's policies should be saved beyond that period and these policies still form part of the Development Plan until such time as they are replaced by policies contained in the new Local Plan. A full list of the saved policies can be found in Appendix B.

The Secretary of State directed that only 14 policies should not be saved:

Policy 1	Natural Resources
Policy 3	Higher Quality Agricultural Land
Policy 4	Environmental Impact
Policy 6	The Water Environment
Policy 7	Cotswold AONB
Policy 12	Sites of Archaeological Interest
Policy 13	Development Affecting a Listed Building or its Setting
Policy 29	Agricultural or Forestry Workers' Dwellings
Policy 37	Travel Plans
Policy 40	Roadside Facilities Outside Settlements
policy 41	Telecommunications
Policy CIR12	Smith's Field
Policy CHI.1	Former Builder's Yard, Sheep Street
Policy GB.1	Cheltenham and Gloucester Green Belt

## Chapter 3 - Emerging Local Plan

The Council is preparing a new Local Plan for the period 2011-2031. The table below sets out a summary of the role and coverage of the Local Plan.

<b>Document title</b>	<b>Cotswold District Local Plan</b>
<b>Role and Content</b>	Strategy for the future growth within the District over the twenty year period 2011-2031, setting out the spatial vision, strategic planning policies, development management policies, site specific allocations and proposals map.
<b>Status</b>	Development Plan Document
<b>Scope / Coverage</b>	District wide
<b>Priority</b>	High
<b>Chain of Conformity</b>	National Planning Policy Framework Cotswold District Council Corporate Strategy and Corporate Plan 2012-15 Gloucestershire Waste Core Strategy 2012-27 <sup>1</sup> Gloucestershire's Local Transport Plan 2011-26 (LTP3) <sup>2</sup> Gloucestershire Mineral's Plan 2016-2030 <sup>3</sup> Other strategies and plans of the District Council and other statutory bodies
<b>Resource</b>	Sustainable Communities Programme Board – incorporating key Members and Officers to sanction participation exercises, discussion forum, workshops etc. A non-decision making board which can make recommendations to Cabinet.  Planning policy team – directed by the Forward Planning Manager the team will prepare the Local Plan supported by colleagues from other directorates of the District Council. Where necessary, use of consultancy support to develop, review and update evidence, particularly for specialist studies on relevant topics.  The political management arrangements will involve regular deliberations with the Portfolio Holder and meetings with the Programme Board before ultimately seeking Council's approval of the submission documents.
<b>Involvement of stakeholders and the community</b>	Cooperation with neighbouring planning authorities, Duty to Cooperate partners and relevant stakeholders, including infrastructure providers.  The approach is set out in the Statement of Community Involvement. Before consulting formally on the proposed submission document, the Council will undertake a continuous process of engagement with partners, stakeholders and the community to help establish realistic, workable and viable options.

<sup>1</sup> Gloucestershire County Council is the minerals and waste planning authority for the whole of Gloucestershire, including Cotswold District. Gloucestershire County Council is responsible for preparing a Waste Core Strategy setting out the relevant planning policy, site allocations and development control policies to deal with waste planning in Gloucestershire.

<sup>2</sup> Gloucestershire County Council is the transport planning authority for the whole of Gloucestershire, including Cotswold District. Gloucestershire County Council is responsible for preparing a transport plan setting out relevant policies.

<sup>3</sup> Gloucestershire County Council is the minerals planning authority for the whole of Gloucestershire, including Cotswold District. Gloucestershire County Council is responsible for preparing a mineral plan setting out relevant policies and site allocations.

## Chapter 4 – Evidence Base to Underpin the Local Plan

Local Plans are prepared using a range of evidence prepared by the Council and by consultants on behalf of the Council. The purpose of establishing an evidence base is to ensure that all future planning policies and decisions are justified and based on robust and up to date information. The importance of local planning authorities having an up to date, relevant and robust evidence base is emphasised in the NPPF. This is further informed through the Government’s recently published national planning practice guidance.

The Council and its partners manage, develop and analyse comprehensive survey material and evidence, covering a wide range of social, economic and environmental matters that affect the District and its community. The information and data are used to identify opportunities, constraints and issues in the District.

The maintenance, updating and enhancement of the evidence base is essential to the preparation of a Local Plan and the Annual Monitoring Review. A number of key technical studies have been completed, while others have been commissioned to inform the preparation of the Local Plan and are in currently in progress. All the following documents are available to view at the Council Offices, Trinity Road, Cirencester, and as far as possible on the Council’s webpages: <http://www.cotswold.gov.uk/>. As new studies are completed , the website will be updated.

<b>Sustainability Appraisal</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Sustainability Appraisal: <ul style="list-style-type: none"> <li>• Scoping Report</li> <li>• Update to Scoping Report</li> <li>• 2<sup>nd</sup> Issues and Options – Supporting Information</li> <li>• Interim SA Report (CDC Forward Planning)</li> <li>• Interim SA Report (URS)</li> </ul>	2007 2008 Dec 2010 May 2013 Dec 2014	The SA appraises the social, economic and environmental effects of a plan as it is developed. SA assess whether sustainable development can be achieved by appraising alternative options to reach the most sustainable conclusions. SA is a legal requirement of the Local Plan process.

<b>The Strategy</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
LDF Core Strategy Issues and Options (CDC Forward Planning)	Nov 2007	Full public consultation. Sets out the state of the District and tries to predict the future pressures, outlining some of the possible solutions to the issues.
Settlement Hierarchy Topic Paper (CDC Forward Planning)	Nov 2008	Full public consultation. The paper aims to establish a hierarchy of settlements for the district based on their current role and existing services provision. It informs the development of the spatial strategy.
Settlement profiles (CDC Forward Planning)	Jan 2009	Settlement profiles have been prepared to cover issues such as accessibility to shops and services, public transport and community facilities. The information provides an important basis for

		informing the settlement hierarchy and the preparation of Local Plan.
Second Issues and Options (CDC Forward Planning)	Dec 2010	Full public consultation. The paper outlines the most sustainable options for locating future development across the district, and some potential solutions for issues, such as climate change, affordable housing and protecting the area's unique natural and built environment.
Second Issues and Options – supporting information (CDC Forward Planning)	Dec 2010	Outlines evolution from first Issues and Options to Second, including Sustainability Appraisal of the options.
Consideration of representations received to the Core Strategy Second Issues and Options Consultation (CDC Forward Planning)	2010	Evaluation of the comments received through consultation helps inform the preparation of the Preferred Development Strategy.
Role and Function of Settlements Study (CDC Forward Planning)	July 2012	Provides an analysis of the role and function of settlements in Cotswold District now and in the future. It informs the development strategy for the district which both reflects existing role and functions, and builds upon them, to achieve more sustainable settlements.
Development Strategy Evidence Paper (CDC Forward Planning)	April 2013	This paper brings together the evidence that supports the development strategy, to distribute housing and employment growth to various settlements across the district.
Local Plan Consultation: Preferred Development Strategy (CDC Forward Planning)	May 2013	Full public consultation The paper presents the preferred development strategy to distribute development to settlements across the district.
Evidence Paper: To Inform Non- Strategic Housing and Employment Site Allocations (CDC Forward Planning)	Nov 2014	Paper compiling the evidence for the proposed site allocations, outlining the methodology, collaborative work with town and parish councils and analysis of the evidence.
Evidence Paper: Development Strategy (CDC Forward Planning)	Nov 2014	Refines the Preferred Development Strategy taking account of updated evidence, consultation responses and the site allocations evidence paper.
Local Plan Reg 18 Consultation: Development Strategy and Site Allocations (CDC Forward Planning)	Jan 2015	Full public consultation. The document presents the preferred development strategy to distribute development and the proposed site allocations to accommodate housing and employment growth.
Local Plan Reg 18 Consultation: Planning Policies (CDC Forward Planning)	November 2015	Full public consultation. This presents planning policies to complement the Development Strategy and Site Allocations document

## Economy

<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Employment Land Availability (CDC Forward Planning)	Annually in April	Assesses progress towards the District's employment land requirement by monitoring development sites with planning permission.
Employment Land Study (White Young Green / Donaldsons)	March 2007	The study provides evidence on employment needs to 2016 and qualitative analysis of existing provision. The study examines the key economic issues facing the District and assesses the suitability of allocated and proposed employment sites.
Town Centres and Retailing Study (GVA Grimley LLP)	June 2007	The study provides an evidence base relating to the future role of the ten retail centres, and their potential retailing and leisure development opportunities. It is an assessment of information gathered from a detailed analysis of town centre health, current retail expenditure patterns, and empirical research.
Employment Study Refresh (Peter Brett Associates)	Nov 2012	The study examines the Cotswold economy and includes a refresh of the 2007 employment land study.
Retail Study Refresh (Peter Brett Associates)	Nov 2012	The study examines the town centres and retailing for the district and includes a refresh of the 2007 Town Centres and Retailing Study.
Economy Evidence Paper (CDC Forward Planning)	Jan 2013	This paper brings together the evidence base relevant to the economy of Cotswold District.
Strategic Employment Land Availability Assessment CDC Forward Planning)	May 2014	Assesses sites across the district for their potential for development to inform site allocations process.
Evidence Paper: Supplement to Cotswold Economy Study 2012 and Economy Evidence Paper 2013 (Nupremis)	Nov 2014	The paper updates the economic evidence for the district.

<b>Transport</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Lorries in the Vale of Evesham (CDC and joint)	2001	Specific study regarding the movement of lorries in the Vale of Evesham Area. Working with our partners this will be used to inform Local Plan policy.
Cotswold Cycling Strategy Supplementary Planning Guidance		Provides supplementary planning guidance on the provision of cycling facilities, routes and networks.
Transport Assessment (Consultants appointed)	In progress	The study incorporates transport modelling to assess junctions and potential impact from the planned growth.
Parking Study	In progress	A study to evaluate the capacity of car parks in Cirencester.

<b>Infrastructure</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Draft Infrastructure Delivery Plan (ARUP)	May 2013	The IDP evaluates the transport, utilities, community, green infrastructure and services that will be required to support the levels of housing and employment growth proposed in the emerging Local Plan.
Infrastructure Delivery Plan to accompany	April 2016	As above, updated to accompany the Submission Draft Local Plan

<b>Housing</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Affordable Housing Supplementary Planning Document	Feb 2007	Elaborates on the affordable housing policy within the Local Plan 2006.
Housing Needs Assessment (Fordham Research)	2009	The Assessment is part of the county-wide study, but there is a single report that relates specifically to Cotswold District.
Housing Market Assessment (Fordham Research)	2009	Provides information on the level of need and demand for housing and the opportunities that exist to meet it.
Informal policy / guidance: <ul style="list-style-type: none"> <li>• Agricultural / occupational dwellings</li> <li>• Replacement dwellings</li> </ul> (CDC Forward Planning)	2012 2011	Incorporate into new Local Plan policies as necessary and where appropriate with updated national policy and guidance and relevant evidence.
Residential Land Availability monitoring report (CDC Forward Planning)	Annually in April	Assesses progress towards the District's housing requirement by monitoring development sites with planning permission.
Strategic Housing Land Availability Assessment: <ul style="list-style-type: none"> <li>• SHLAA</li> <li>• SHLAA Review</li> <li>• SHLAA Second Review</li> <li>• Addendum</li> </ul> (CDC Forward Planning)	2010 2012 2014 Nov 2014	Assesses sites across the district for their potential for housing development to inform site allocation process.
Five Year Housing Land Supply (CDC Forward Planning)	Annually in May	Requirement to produce a 5 year supply statement. Incorporates RLA and SHLAA evidence to demonstrate amount of housing expected in next five years.
Review of Cotswold District Housing Requirement (Keith Woodhead) Update	2013 2014	Assesses the level of housing (objectively assessed need) required across the district over the twenty year plan period.
Gypsy and Traveller Accommodation Assessment (Opinion Research Services)	2013	The Gloucestershire Gypsy and Travellers and Showpeople's accommodation assessment identifies the requirements for sites between 2013 and 2031.
Gloucestershire County Gypsy,	October	The Gloucestershire Gypsy and Travellers and

Traveller and Travelling Showpeople Accommodation Assessment ( Peter Brett Associates)	2013	Showpeople's accommodation assessment identifies the requirements for sites between 2013 and 2031.
Gypsy and Traveller – Identification of Potential Sites (WS Planning and Architecture)	Nov 2014	An assessment of sites to identify land that could potentially be used to provide Traveller accommodation.
Evidence Paper: Advisory Panel of Gypsy and Traveller Site Allocations Assessment (CDC Forward Planning)	Nov 2014	A paper presenting a summary of the panel's findings to inform the proposed site allocations.
SHMA Update (HDH Planning & Development Ltd)	2014	An update to the 2009 SHMA to identify and inform housing market issues. A joint county-wide study.
Objectively Assessed Housing Needs of Stroud, Forest of Dean and Cotswold (NM Strategic Solutions Ltd)	October 2014	The report provides clear evidence base to determine the objectively assessed need for housing on a basis consistent across the housing market area.
An Updated Estimate of the Objectively Assessed Housing Needs of Cotswold District	In progress	The report provides updated evidence to determine the objectively assessed need for housing on a basis consistent across the housing market area.
Whole Plan and Community Infrastructure Levy (CIL) Viability Assessment	In progress	To assess the overall plan viability
Evidence Paper: Housing	Dec 2014	The paper summarises the main evidence in relation to the housing requirement for the district.
Evidence Paper: Rural Housing Policy	Dec 2014	Outlines the evidence to support the requirement for the proposed rural housing policy.

<b>Good Design</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Conservation Area Statements: Avening; Bibury; Blockley; Bourton-on-the-Water; Chedworth; Didmarton; Oddington; South Cerney (CDC)	1998-2004	The Conservation Area Statements and the work behind them will help inform emerging Local Plan issues, objectives and policies.
Cotswold Design Code	2000	Forms supplementary planning guidance to Local Plan policy 42.
Cotswold Design Code Update	March 2016	Forms part of Submission Draft Local Plan
Conservation Area Appraisals and Management Proposals: Cirencester South; Cirencester The Park; Cirencester Gloucester Street and River Walk; Cirencester Town Centre.	2008	The Conservation Area Appraisals and the work behind them will help inform emerging Local Plan issues, objectives and policies.

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<b>Healthy Communities</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Open Space, sport and recreation study (CDC Forward Planning / pmpgenesis)	Sept 2011	The study audits and establishes local views and aspirations regarding local open space, sport, recreation and play provision, sets locally derived standards for this and applies these standards district-wide to create a framework for practical action.
Evidence Paper: Local Green Spaces (CDC Forward Planning)	Nov 2014	The study investigates the designation of local green spaces, carried out in conjunction with communities; summarising the evidence to identify proposed designations.
Update	In progress	
Cirencester Sport and Recreation Needs (Ploszajski Lynch Consulting Ltd)	Jan 2015	A sport and recreation facilities assessment. This first part consists of a needs assessment for Cirencester.
Sport and Recreation Needs Study (update of 2011 study): District wide (Ploszajski Lynch Consulting Ltd)	In progress	A sport and recreation facilities assessment of need across the district, including a playing pitch strategy.
Open Space Study (CDC Forward Planning)	In progress	A study to assess the open spaces available in the sustainable settlements across the district and identify needs.

<b>Climate Change and Flooding</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Strategic Flood Risk Assessment (Halcrow)	Sept 2008	The county-wide strategic flood risk assessment identifies different levels of flood risk across Gloucestershire.
SFRA Level 2 (JBA)	June 2014	Assesses the flood risk of the potential site allocations for the Local Plan in more detail.
SFRA updates	In progress	Updated assessment
Informal policy / guidance: <ul style="list-style-type: none"> <li>• Renewable energy</li> <li>• Climate change and flood risk</li> </ul> (CDC Forward Planning)	2009 2009	Incorporate into new Local Plan policies as necessary and where appropriate with updated national policy and guidance and relevant evidence.
Gloucestershire Renewable Energy Study Phase 1 Phase 2 (GCC and Entec)	June 2010 Feb 2011	Phase 1 examines 'on-site' renewable energy options for new developments. Phase 2 looks holistically at renewable resource across the whole county.
Sequential Test (JBA)	September 2014	Looks at the risk of flooding of each site in order to enable planners to steer new development to areas with the lowest probability of flooding.
Water Cycle Study Phase 1 (JBA)	2015	Environment Agency recommendation to better understand the impact of potential site allocations on the water and sewerage network.

<b>Natural Environment</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Landscape Studies: <ul style="list-style-type: none"> <li>• Assessment of landscapes outside the Cotswold AONB</li> <li>• Study of land surrounding key settlements</li> <li>• Local countryside designation review – Special Landscape Areas</li> <li>• Local countryside designation review – protected open space policy areas</li> <li>• Study of land surrounding key settlements: Update (White Consultants)</li> </ul>	June 2000 June 2000 Feb 2001 Feb 2002 Oct 2014	These studies review the existing Special Landscape Areas and protected open space policy areas and form the landscape context documents for the district.  An update to the landscape assessment work undertaken in 2000.
Strategic Review and Implementation Plan for the Cotswold Water Park (Scott Wilson)	2008	Stage 1 – baseline information, taking into account the key issues affecting uses of the CWP. Stage 2 – assessment of the interrelationships between the different users and their needs and aspirations in the CWP. Stage 3 – the vision and strategic framework for the future development of the CWP, including an implementation plan.
Habitat Regulations Assessment (LUC)	May 2013	This HRA Screening Report relates to the Local Plan Consultation Paper: Preferred Development Strategy. It refers to the assessment of the potential effects of a development plan on one or more European designated sites, including Special Protection Areas and Special Areas of Conservation.
Habitat Regulations Assessment (LUC)	Jan 2015	HRA report for the Local Plan Reg 18 Consultation: Development Strategy and Site Allocations.
Biodiversity Site Searches (GCER)	Dec 2013	Detailed research into biodiversity for potential site allocations.
Cotswold Water Park Parish engagement event	Dec 2013	Public event to explore issues and vision for the Water Park.
Cotswold Water Park Detailed notification review process (Natural England)	In progress	Review of SSSI designation to better reflect species, e.g. not just water plants, but wintering birds and bats.

<b>Historic Environment</b>		
<b>Title and Author</b>	<b>Date</b>	<b>Notes</b>
Historic Environment Topic Paper – Enhancing the historic	July 2014	Outlines the importance of the historic environment for the District and how it can be

Environment of Cotswold District (CDC Heritage)		conserved, enhanced and enjoyed by all.
Heritage Strategy	In progress at date of report	
Conservation Area Statements: Avening; Bibury; Blockley; Bourton-on-the-Water; Chedworth; Didmarton; Oddington; South Cerney (CDC)	1998-2004	The Conservation Area Statements and the work behind them will help inform emerging Local Plan issues, objectives and policies.
Conservation Area Appraisals and Management Proposals: Cirencester South; Cirencester The Park; Cirencester Gloucester Street and River Walk; Cirencester Town Centre. (CDC)	2008	The Conservation Area Appraisals and the work behind them will help inform emerging Local Plan issues, objectives and policies.

As well as the evidence outlined above produced or commissioned directly for the Local Plan, regard will also be given to other evidence such as:

#### **Economy & Infrastructure**

- Market Town Health Checks (Various market town partnerships)
- Cirencester Traffic and Movement (Hyder Consulting) June 2007
- The Cotswold Perception and Awareness Research (Arkenford) 2012
- Assessment of Economic Value of the Cotswold AONB (Cumulus Consultants Ltd in association with GHK Consulting LTD for CCB) 2013

#### **Healthy Communities**

- Gloucestershire Health and Wellbeing Strategy 2012-2032

#### **Natural and Historic Environment**

- Gloucestershire Historic Landscape Characterisation project (GCC) 1997-2002
- Cotswold AONB Landscape Character Assessment (Cotswold Conservation Board) 2004
- Gloucestershire Landscape Character Assessments for the Severn Vale, Upper Thames Valley, Vale or Moreton; Vale of Evesham Fringe (LDS on behalf of Gloucestershire County Council) 2006
- Buildings at Risk Register (CDC) 2005
- Conservation principles, policies and guidance (English Heritage) 2008
- Cotswold Water Park Biodiversity Action Plan (CWP Trust on behalf of CWP Nature Conservation Forum and the CWP Joint Committee) 2007
- Cotswold Water Park – Integrated Landscape Character Assessment (LDA Design on behalf of Wiltshire Council supported by CWP Joint Committee) 2009

- Cotswold Water Park Strategic Review & Implementation Plan (master plan) (Scott Wilson on behalf of the CWP Joint Committee endorsed by CDC) July 2008, updated December 2010
- Cotswold AONB Management Plan (CCB) 2013
- Cotswold AONB Local distinctiveness and landscape change (CCB) 2013
- National Character Area Profiles 106 – Severn and Avon Vales (Natural England) 2013
- National Character Area Profiles 107 – Cotswold (Natural England) 2013
- National Character Area Profiles 108 – Upper Thames Clay Vales (Natural England) 2014
- Landscape strategy and guidelines (for each of the 19 landscape character types) (CCB) ongoing review
- Cotswolds Conservation Board - Position Statement - Tranquillity And Dark Skies  
<http://www.cotswoldsaonb.org.uk/userfiles/file/consultations/tranquillity-and-dark-skies-nov-09-revised-oct-2010.pdf>
- Campaign to Protect Rural England - Tranquillity Map: England  
<http://www.cpre.org.uk/resources/countryside/tranquil-places/item/1839->
- Campaign to Protect Rural England - Shedding Light
- A survey of local authority approaches in England (2014)  
<http://www.cpre.org.uk/resources/countryside/dark-skies/item/3608-shedding-light>
- Cotswolds Conservation Board - Position Statement: Development in the setting of the Cotswolds AONB <http://www.cotswoldsaonb.org.uk/userfiles/position-statements/setting-revision-2013.pdf>
- European Landscape Convention  
<http://www.naturalengland.org.uk/ourwork/landscape/protection/europeanconvention/>
- Gloucestershire Historic Environment Records (GCC) ongoing database
- Heritage Gateway (English Heritage) ongoing database
- Heritage at Risk Register (English Heritage) ongoing review
- Archaeology Review (GCC Heritage Team) Jan 2014
- Strategic framework for GI in Gloucestershire (Gloucestershire Local Nature Partnership) (draft 2014 – in progress)
- Gloucestershire Biodiversity Action Plan (2000)
- (Gloucester Biodiversity Partnership) Gloucestershire Biodiversity Delivery Plan (2010)  
<http://gloucestershirebiodiversity.net/index.php> - includes mapping and technical details for Strategic Nature Areas.
- Cotswold Water Park appeal decision for Lakes 103 and 104 - 05/02098/OUT
- Detailed notification review process (Natural England)

## Strategy

- Cotswold District Local Plan 2001-2011
- Cotswold Community Strategy (CDC) 2008
- Corporate Strategy and Corporate Plan (CDC) 2012-15
- Update to the Corporate Strategy and Corporate Plan (CDC) 2014/15

## Chapter 5 – Local Plan Timetable

Key Milestone	Timescale
Community involvement in development of issues and options Issues & Options Settlement Hierarchy Second Issues & Options Preferred Development Strategy	Complete Nov 2007 Complete Nov 2008 Complete Dec 2010 – Mar 2011 Complete May 2013
Community involvement in development of issues and options Local Plan: Preferred Development Strategy	Complete May 2013
Draft Local Plan: Development Strategy and Site Allocations and accompanying Sustainability Appraisal (SA) consultation (Reg. 18)	Cabinet December 2014 Public consultation January – February 2015
Draft Local Plan: Development Management Policies consultation (Reg.18)	Cabinet October 2015 Public consultation November 2015
Submission Draft Whole Local Plan and final SA (Reg. 19 & 20)	May 2016
Submission of Local Plan and SA to the Secretary of State (Reg. 22 & 23)	Autumn 2016
Examination of Local Plan and SA (Reg. 24)	To be confirmed by Planning Inspectorate
Hearing period and preparation of Inspectors Report	To be confirmed by Planning Inspectorate
Inspector's Report – fact check	To be confirmed by Planning Inspectorate
Inspector's Report – final (Reg. 25)	To be confirmed by Planning Inspectorate
Adoption of Local Plan and Policies Map (Reg. 26)	Dependent on Examination process
Monitoring and Review	On-going post adoption

As the Local Plan progresses greater clarity will become available on the timetable of some of the tasks involved. However, some areas will remain difficult to plan, such as consideration of representations received, until the level of response is known, delays and requirements for additional evidence. These elements are beyond the Council's control and can impact on the timetable, as well as responding to new guidance and instructions. The LDS will be updated annually to reflect the most up to date information at the time. The Council will also continue to maintain a timetable on its website.

## Chapter 6 – Risk Assessment

There are a number of risks that could affect the timetable set out in the LDS. These are indicated in the table below, along with contingencies where possible.

Potential Risk	Impact / Contingency
Staff Resources	<p>It is envisaged that the staffing requirements for the preparation of the Local Plan will be met primarily from the Forward Planning Team with input, as required, from other teams within the Council. Subject to availability, Development Management staff will be required to assist with detailed policies for the Local Plan.</p> <p>Short term contracts will be considered where appropriate, together with secondments with neighbouring authorities. Every effort will be made to rationalise workloads wherever possible and to make use of staff in other sections where their skills are appropriate to the task, notably development control, housing strategy and sustainable communities.</p> <p>Specific studies will be undertaken by external specialist consultants where necessary.</p>
Availability of PINS for Examination	<p>The timetable for the preparation and adoption of Local Plans depends on the capacity of the Planning Inspectorate to undertake Examinations at the appropriate time. Every effort will be made to seek early confirmation that the proposed timings are acceptable.</p>
Changing national policy, guidance and evidence	<p>Engagement undertaken in accordance with regulations highlighted key issues on which to focus evidence gathering. However, changes to national planning policy and guidance can generate new issues or produce additional, unforeseen requirements and these could potentially impact on deadlines.</p> <p>The Council will ensure officers maintain a close liaison with the latest national guidance and best practice; revise the Local Plan timetable if necessary; and ensure adequate budgetary provision for consultancy support if required.</p>
Failure of the Local Plan to meet tests of soundness and legal compliance	<p>Officers will attend relevant training or seminars on best practice, as well as maintaining a dialogue with the Planning Inspectorate and neighbouring authorities.</p> <p>Consultants appointed to undertake specific studies will be required to ensure their work meets the tests of soundness. All evidence will be robust and officers will make use of the soundness and legal self-assessment toolkit. The Local Plan process will follow the regulations and outlined procedures.</p>
Funding for evidence	<p>Should the Council's Cabinet not approve requests for funding for individual pieces of work the development of the Local Plan could be significantly delayed.</p>

	<p>The risk has been mitigated by the establishment of the Programme Board and reporting structures to ensure requirements are identified early and worked into the budget plan.</p>
<p>Cooperation of other external bodies</p>	<p>The new planning system involves complex arrangements for cooperation, consultation, engagement and evidence gathering. Failure on the part of the other bodies to respond in time or to provide adequate responses which require subsequent clarification could cause significant delay to work programmes.</p> <p>Officers will maintain an ongoing dialogue with partners to ensure the duty to cooperate is met. Any particular delays will be reviewed in the timetable. For joint working on evidence, clear working arrangements with other bodies will be required with strong programme management.</p>
<p>New data becoming available</p>	<p>Evidence will need to be as up to date as reasonably as possible. This could impact on progress if the timing of data is unfortunate.</p> <p>Evidence will need to be amended accordingly, taking a proportionate approach. Only major shifts in official government projections should justify changes to the strategy, though some tweaks to policy direction may be necessary.</p>
<p>Large numbers of representations received to consultation periods.</p>	<p>Representations that are not submitted through the on-line system (e.g. by email or letter) have to be manually entered, which is a time consuming task.</p> <p>It may be necessary to bring in other staff, or temporary assistance. This will require sufficient workstations with internet access to facilitate the exercise.</p>

## CHAPTER 7 - Community Infrastructure Levy (CIL)

The Council will produce a Community Infrastructure Levy which will detail a schedule of charges to be paid by developers to contribute towards the implementation of infrastructure required to deliver the Local Plan proposals. The Community Infrastructure Levy will set a charge per square metre of new floor space which will be levied on new development across the District, where applicable. As with the Local Plan there is a requirement for consultation and independent examination of the Community Infrastructure Levy.

The Levy is inherently linked to the preparation of the Local Plan and will be supported by a robust evidence base, in particular a Viability Assessment to determine what can be charged; as well as an Infrastructure Funding Gap Assessment to identify the funding gap for the delivery of necessary infrastructure. As such it is anticipated that the preparation of the Community Infrastructure Levy will run alongside the Local Plan.

### Project Plan and Consultations

There are two consultation stages prescribed by regulations for CIL.

1. The 1<sup>st</sup> stage is to consult on a **Preliminary Draft Charging Schedule; and**
2. The 2<sup>nd</sup> stage takes account of amendments to the Charging Schedule resulting from the first stage of consultation and updated evidence. This **Draft Charging Schedule**, will then be submitted for public examination in a similar way to the Local Plan.

The timetable for the preparation of Community Infrastructure Levy is set out below:

	Key Milestone	Timescale
1	Complete essential evidence <ul style="list-style-type: none"> <li>• Infrastructure Delivery Plan</li> <li>• Whole Plan Viability study</li> </ul>	Completed April 2016
2	Prepare Preliminary Draft Charging Schedule	Completed June 2016
3	Cabinet decision	16th June 2016
4	Public consultation on Preferred Draft Charging Schedule	Summer 2016 (to coincide with consultation on Pre Submission Local Plan) for 6 weeks
5	Amend charging schedule in light of public consultation response	Summer 2016
6	Cabinet decision on Draft Charging Schedule	Autumn 2016
7	Publish Draft Charging Schedule for public consultation	Autumn 2016 for 4 weeks
8	Submit Draft Charging Schedule for Examination	Autumn 2016
9	Examination Hearings	To be confirmed by Planning Inspectorate
10	Inspector's report	To be confirmed by Planning Inspectorate
11	Adoption and implementation	Dependent on examination process

The timetable for the preparation of the Community Infrastructure Levy will be refined further as the document is progressed.

## APPENDIX A – List of Acronyms

<b>AMR</b>	<b>Annual Monitoring Report</b> Authorities are required to produce AMRs to assess the implementation of the Local Development Scheme and the extent to which policies are being achieved.	<b>NPPF</b>	<b>National Planning Policy Framework</b> Sets out the Government’s planning policies for England and how they are expected to be applied. Provides guidance for local planning authorities and decision-makers, both in drawing up plans and making decision about planning applications.
<b>AONB</b>	<b>Area of Outstanding Natural Beauty</b> A special area of protected landscape, with the primary purpose to protect and enhance the natural beauty of the area now and for the future.	<b>PPTS</b>	<b>Planning Policy for Traveller Sites</b> To be read in conjunction with NPPF.
<b>CCB</b>	<b>Cotswold Conservation Board</b> The organisation to conserve and enhance the Cotswolds AONB.	<b>RLA</b>	<b>Residential Land Availability</b> The Council’s annual housing monitoring report, showing dwellings completions and the number with outstanding planning permission.
<b>CDC</b>	<b>Cotswold District Council</b>	<b>SA</b>	<b>Sustainability Appraisal</b> Provides the evidence to inform, and the framework to test and develop options, to deliver a more sustainable strategy.
<b>CIL</b>	<b>Community Infrastructure Levy</b> A planning charge to help deliver infrastructure to support development.	<b>SCI</b>	<b>Statement of Community Involvement</b> Sets out how the local planning authority will engagement and consult with stakeholders and communities for plan making and development management processes.
<b>CWP</b>	<b>Cotswold Water Park</b> A wetland area of 150 lakes created through gravel extraction.	<b>SHLAA</b>	<b>Strategic Housing Land Availability Assessment</b> Technical assessment of sites for their potential for housing.
<b>DPD</b>	<b>Development Plan Document</b> Spatial planning document subject to independent examination.	<b>SPD</b>	<b>Supplementary Planning Document</b> Expand or add detail to policies laid out in development plan documents. These may take the form of design guides, area development briefs, a master plan or issues based documents.
<b>GCC</b>	<b>Gloucestershire County Council</b>		
<b>IDP</b>	<b>Infrastructure Delivery Plan</b> Identifies the hard, social and green infrastructure needed to support and underpin the growth outlined in the Local Plan.		
<b>LDS</b>	<b>Local Development Scheme</b> The project plan for planning policy work being undertaken by the local planning authority.		

## APPENDIX B – List of Saved Policies

The policies below, and the related proposals map and insets, which related to the Cotswold District Local Plan 2001-2011 (adopted April 2006), will continue to be saved after April 2009. All other policies in the Local Plan that are not listed below will lapse after that date.

Policy No.	Name of Policy to be retained	SPG (see paras 3.3, 3.4)
2	Renewable Energy	
5	Pollution and Safety Hazards	
8	Special Landscape Areas	
9	Biodiversity, Geology and Geomorphology	
10	Trees, Woodlands and Hedgerows	
11	The Historic Landscape	
14	Conversion of Historic Agricultural Buildings	
15	Conservation Areas	1
16	Minimising the Impact of Lorries	6
17	Protection of Established Uses	
18	Development within the Development Boundaries of Cirencester and the Principal Settlements	
19	Development Outside Development Boundaries	
20	Housing Sites on Previously Developed Land	
21	Affordable Housing	
22	Replacement dwellings in Rural Areas	
23	Sites for Gypsy Travellers	
24	Employment Uses	
25	Vitality and Viability of Settlements	
26	Tourism	
27	Diversification of Farms and Agricultural Estates	
28	Conversion of Rural Buildings	
30	Removal of Occupancy Conditions on Dwellings Outside Settlements	
31	Equestrian Related Development	
32	Community Facilities	
33	Playing Fields, Sports Facilities and Allotments	
34	Landscaped Open Spaces and Play Areas in Residential Development	
35	Golf Courses	
36	Sustainable Transport Network	2
38	Accessibility to and within New Development	
39	Parking Provision	
42	Cotswold District Design Code	3
43	Provision for the Community	
44	Public Art	
45	Landscaping in New Development	
46	Privacy and Gardens in Residential Development	
47	Community Safety and Crime Prevention	
48	Advertisements and Signs	
49	Planning Obligations and Conditions	
CIR.1	Traffic and Environment in Cirencester Town Centre	
CIR.2	Livestock Market and Leisure Centre	
CIR.3	Sheep Street 'Island'	
CIR.4	Memorial Hospital	
CIR.5	Land adjacent to Brewery Car park	
CIR.6	Land fronting Dyer Street and The Waterloo	
CIR.7	The Waterloo Car Park	

CIR.8	Cricklade Street/ West Way	
CIR.9	Kingsmeadow Lorry Park	
CIR.10	Kingshill	
CIR.11	Land east of Wilkinson Road	
CIR.13	Kingshill North	
CIR.14	Siddington Park Farm	
CIR.15	City Bank and the former Railway Line	
CIR.16	Cemetery	
BOU.1	British Legion site	
BOU.2	Land east of Coach and Horses	
MOR.1	Cotswold Business Village	
TET.1	Former Matbro site	
TET.2	Hampton Street allotments	
TET.3	Extension to Tetbury Industrial Estate	
CHI.2	Cutt's Garage	
CHI.3	Wold's End Car Park	5
LEC.1	Riverside	
LEC.2	Old Station	
LEC.3	Car Park	
LEC.4	Cemetery extension	
UT.1	Cotswold Water Park	4
UT.2	Settlement Protection Boundaries	
UT.3	The Thames & Severn Canal	
UT.4	The River Thames	
KE.1	Kemble Airfield	