



Cabinet

14 November 2023

Publication of revisions to the Chelmsford Local Development Scheme (LDS)

Report by:
Cabinet Member for a Growing Chelmsford

Officer Contact:
Jeremy Potter, Spatial Planning Services Manager,
jeremy.potter@chelmsford.gov.uk , 01245 606821
Alex Sadowsky, Planning Officer,
alex.sadowsky@chelmsford.gov.uk , 01245 606589

Purpose

The purpose of this report is to consider the revised Local Development Scheme (LDS) for approval and publication. The LDS sets out the programme of work for the preparation of statutory and non-statutory development plan documents for the period of 2023-2028. The LDS is set out at **Appendix 1**.

Options

To either approve or not the publication of the revised Local Development Scheme.

Preferred option and reasons

To approve the publication of the revised Local Development Scheme as the Council is required to publish an up-to-date Local Development Scheme by the Planning and Compulsory Purchase Act 2004.

Recommendations

To consider the LDS set out in **Appendix 1** and approve for publication.

1. Introduction

- 1.1. Local Authorities are required to prepare and keep up-to-date a Local Development Scheme (LDS). This is the Council's timetable for preparing and revising local development documents relating to the development and use of land in its area (in this case the review of the Local Plan which was adopted in 2020). It also includes details of other supporting documents including the Council's Community Infrastructure Levy Charging Schedule and Supplementary Planning Documents.
- 1.2. The LDS helps the Council to establish plan-making priorities and set a clear timetable for the preparation of development plan documents. For the public and stakeholders, the LDS provides information on the proposed programme of work to be undertaken by the local authority and highlights key milestones where public engagement and consultation will be sought.
- 1.3. In July, the Government published its latest consultation proposals for the reform of the plan-making system to implement relevant parts of the Levelling Up and Regeneration Bill currently making its way through Parliament. The proposed changes are intended to be rolled out on a phased basis to permit the new local plans system to commence in November 2024. Through the consultation, the Government confirms that Local Plans currently underway and submitted for examination on or before 30 June 2025 will be examined under the current system rather than the proposed new system, and that such plans will, in general, need to be adopted by 31 December 2026.
- 1.4. The Government is also proposing to replace the current Community Infrastructure Levy (CIL) system with a mandatory, more streamlined, and locally determined Infrastructure Levy as part of the Levelling Up and Regeneration Bill. The new system will be gradually rolled out over several years, with existing CILs continuing to apply until a national roll-out.

2. Local Development Scheme (LDS) 2023-2028

- 2.1. This LDS represents a management tool for setting and managing the plan-making process. However, the LDS is not subject to Independent Examination or formal public consultation. Chelmsford City Council's first LDS was adopted in 2006 and has since been subject to regular reviews as we have made progress with preparing development plan documents. The current LDS dates from 2021 and requires an update. Once approved, it will replace all previous versions.

- 2.2. The Council has a single Local Plan covering the whole Council area. This was adopted in May 2020 and covers the period up to 2036. A full review of the adopted Local Plan is underway with the first Regulation 18 public consultation (Issues and Options) taking place in 2022. This was in accordance with the Local Plan's commitment to commence a review of the Plan in Policy S13 in 2022.
- 2.3. This latest LDS covers the period 2023-2028 and sets out the scope of the review and updated timeframe for the remainder of the review process. This includes revised dates for two further formal public consultations, submission of the plan for examination and indicative date for plan adoption. These updated dates reflect delays with the Issues and Options consultation and allow sufficient time to complete the evidence base and stakeholder engagement. They will also seek to ensure that the review of the Local Plan will be prepared under the existing plan-making system i.e., be ready for submission before the 30 June 2025 deadline and adoption by 31 December 2026 in line with the Government's latest plan-making reforms. The projected timetable for in the remaining stages of the plan review is set out in Section 4 of the LDS.
- 2.4. The LDS also sets out other planning documents that will be required to assist in the preparation of the review of the Local Plan. These are set out in Section 5 of the LDS and include:
- A review of the Community Infrastructure Levy (CIL) charging schedule (to align with Government's proposed new 'Infrastructure Levy' system)
 - Statement of Community Involvement (SCI)
 - Supplementary Planning Documents (SPDs)
 - Evidence base documents
 - Integrated Impact Assessment (IIA)
 - Policies Map
 - Masterplans
- 2.5. Section 6 sets out potential risks which may impact the timetable, alongside contingencies to deal with those.
- 2.6. Sections 7 and 8 cover the monitoring of the LDS and the project management and resources for undertaking the review of the Local Plan. This includes the governance arrangements for formal decision making relating to the review of the Local Plan.
- 2.7. In accordance with Section 15 (9A) (b) of the Planning and Compulsory Act 2004 Act, a copy of any amendments made to the LDS since its last publication in 2018 is set out in **Appendix 1**.

3. Conclusion

- 3.1. The Council is required to publish an up-to-date Local Development Scheme by the Planning and Compulsory Purchase Act 2004. The Local Development Scheme (LDS) at **Appendix 1** sets out the programme of work for the preparation of statutory and non-statutory development plan documents covering the period of 2023-2028. The LDS is a 'living' document which does not preclude further changes within this period if that is deemed necessary.
- 3.2. It is recommended that the revised LDS as set out in **Appendix 1** be approved for publication.

List of appendices:

Appendix 1 – Local Development Scheme 2023-2028

Background papers:

- Local Development Scheme Eighth Review (2021-2025)
- Planning and Compulsory Purchase Act 2004
- Localism Act 2011
- Plan-making reforms: consultation on implementation published by the Department for Levelling Up, Housing and Communities (July 2023)
- Consultation on National Planning Reforms – Implementation of Plan-Making Reforms (Chelmsford Policy Board Report 28 September 2023)

Corporate Implications

Legal/Constitutional: The Council are required to publish an up-to-date LDS in accordance with the Planning and Compulsory Purchase Act 2004.

Financial: The cost of the review of the Local Plan will be met through the budget reserve identified for this purpose.

Potential impact on climate change and the environment: There is no direct impact on climate change and the environment arising directly from this report, although the review of Local Plan policies will enable higher environmental standards to be considered for new development.

Contribution toward achieving a net zero carbon position by 2030: There are no direct implications arising from this report, although the review of Local Plan policies will enable higher environmental standards to be considered for new development.

Personnel: There are no direct personnel implications arising from this report.

Risk Management: Risks and contingencies relating to the LDS are set out in section 6 of Appendix 1.

Equality and Diversity: An Equalities and Diversity Impact Assessment has been undertaken for the Council's new Local Plan and will need to be updated as part of its review.

Health and Safety: There are no Health & Safety issues arising directly from this report.

Digital: There are no IT issues arising directly from this report.

Consultees:

Directorate for Sustainable Communities

Relevant Policies and Strategies:

This report takes into account the following policies and strategies of the City Council:

Local Plan 2013-2036

Our Chelmsford, Our Plan, January 2020

Statement of Community Involvement 2020

Chelmsford Local Plan

**Local Development
Scheme 2023-2028**

November 2023



Table of Contents

1	Introduction	2
	Purpose	2
	What has been achieved to date?	2
2	The adopted Statutory Development Plan	2
	Adopted Development Plan Documents	2
	Development Plan Documents in progress	3
	Neighbourhood Development Plans.....	3
3	Chelmsford Local Plan Review	4
4	Timetable for review of the Local Plan	4
5	Other Planning Documents.....	5
	Community Infrastructure Levy (CIL).....	6
	Statement of Community Involvement (SCI)	6
	Supplementary Planning Documents (SPDs)	6
	Evidence Base	8
	Integrated Impact Assessment (IIA).....	10
	Policies Map.....	10
	Masterplans	10
6	Risks and Contingencies.....	11
7	Monitoring and Review.....	12
8	Project Management and Resources.....	12
	Appendix 1 – Appendments made to 2021 LDS	14

1 Introduction

Purpose

- 1.1. In accordance with the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011), this Local Development Scheme (LDS) sets out what Local Plan related documents the City Council intend to prepare and a timetable for their production and consultation in the period 2023-2028.
- 1.2. This LDS is a management tool for setting and managing the plan-making process. However, the LDS is not subject to Independent Examination or formal public consultation. Chelmsford City Council's first LDS was adopted in 2006 and has since been subject to eight previous reviews. This LDS forms the ninth review and replaces all previous versions and will be published on the City Council's website.

What has been achieved to date?

- 1.3. Since the publication of the first LDS, the City Council has continuously made good progress in the preparation of its Local Plans. The Council had a complete suite of adopted Development Plan Documents within its Local Development Framework which covered the period up to 2021.
- 1.4. These have subsequently all been superseded by the new single Local Plan which was adopted in May 2020 and covers the period up to 2036.

2 The adopted Statutory Development Plan

Adopted Development Plan Documents

- 2.1 The statutory development plan for Chelmsford City Council's administrative area comprises of the following documents:

Document	Adoption Date	Period document covers
Chelmsford City Council's Local Plan	27 May 2020	2013 – 2036
Essex Minerals Local Plan	July 2014	2012 – 2029
Essex and Southend-on-	July 2017	2017 – 2032

Sea Waste Local Plan		
South East (Inshore) Marine Plan	June 2021	2021-2041
Little Baddow Neighbourhood Plan	Designated 6 January 2017 Referendum August 2023 Adopted ('made') August 2023	https://www.littlebaddowplan.org.uk/
South Woodham Ferrers Neighbourhood Plan	Designated 14 January 2016 Regulation 14 consultation March 2020 Regulation 16 consultation November 2020 Referendum October 2021 Adopted ('made') December 2021	http://www.southwoodhamferrerstc.gov.uk/Neighbourhood_Plan_26846.aspx
Writtle Neighbourhood Plan	Designated 3 January 2017 Regulation 14 consultation December 2020 Regulation 16 consultation April 2021 Referendum October 2021 Adopted ('made') December 2021	https://writtle-pc.gov.uk/neighbourhood-plan/

2.2 When reviewing the Chelmsford Local Plan regard will need to be given to the strategies and policies contained within the Minerals and Waste Local Plans, the South East (Inshore) Marine Plan and the adopted Neighbourhood Plans.

Development Plan Documents in progress

Neighbourhood Development Plans

2.3 Work is continuing on a number of Neighbourhood Plans within the Chelmsford City Council Administrative area. Upon each of these being 'made', they become part of the statutory development plan for the area which they cover.

2.4 Their status of Neighbourhood Plans in the Chelmsford area is set out below and further details for each one can be found on their websites.

Neighbourhood Development Plan	Key dates/ Status	Website
Boreham	Designated 11 January 2017	http://www.borehamparishcouncil.co.uk/organisation/neighbourhood-plan/

Broomfield	Designated 22 March 2016	https://www.broomfieldessex.co.uk/your-neighbourhood-plan/
Danbury	Designated 9 March 2016	https://www.danburyneighbourhoodplan.com/
East Hanningfield	Designated 24 September 2019	https://e-voice.org.uk/easthanningfieldparishcouncil/village-design/
Sandon	Designated 31 October 2017	https://sandonparishcouncil.co.uk/neighbourhood-development-plan/

3 Chelmsford Local Plan Review

- 3.1 A comprehensive ten-week programme of consultation took place during the extended consultation period which ran from 11 August to 20 October 2022 on the Local Plan Issues and Options and its accompanying Integrated Impact Assessment (IIA). The consultation was promoted through a range of activities including email/letter notifications to more than 2,100 contacts registered on the Council’s Consultation Portal, on the Council’s website, press releases, adverts in local publications and social media. Consultation activities included placing consultation documents on deposit at the Council’s Customer Service Centre, organised stakeholder presentations, Duty to Co-operate meetings, a virtual exhibition and staffed physical exhibitions. An animated Local Plan video was also published.
- 3.2 The review of the Local Plan continues to cover the whole of the Chelmsford administrative area and include strategic priorities and long-term vision for Chelmsford. It will contain a Spatial Strategy which identifies locations for delivering housing and other strategic development needs such as employment, retail, leisure, green, blue and wild infrastructure, and community development. It also will also include strategic policies, site allocation policies, development management policies and Policies Map for determining all forms of planning applications.
- 3.3 The reviewed Local Plan will have a Plan period covering the period 2022-2041 and once adopted will replace the existing Local Plan which covers the period 2013 – 2036.

4 Timetable for review of the Local Plan

- 4.1 The Council has a statutory duty to review the Local Plan at least every five years under Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012. The NPPF (2023) sets out in paragraph 33 that policies in local plans and spatial development strategies should be reviewed to assess whether they need updating at least once every five years, and should then be updated as necessary. It also states that reviews should be completed no later than five years from the adoption date of a plan (which would be 28 May 2025) and should take into account changing circumstances affecting the area, or

any relevant changes in national policy. Relevant strategic policies will need updating at least once every five years if their applicable local housing need figure has changed significantly; and they are likely to require earlier review if local housing need is expected to change significantly in the near future.

4.2 The Local Plan commits to a full or partial review of the Plan in Policy S13 to commence in 2022. The timetable for a full review of the Local Plan is set out below and will be updated with further detailed timescales as the review progresses and relevant milestones are met or require amending. The table is set out in quarters for each year as follows:

Quarter 1 = January/February/March

Quarter 2 = April/May/June

Quarter 3 = July/August/September

Quarter 4 = October/November/December

Stage	Estimated timescale
New Local Development Scheme Approved	Quarter 4 2023
Preferred Options Local Plan Consultation (Regulation 18)	Quarters 1 and 2 2024
Review comments and revise Local Plan	Quarters 2-4 2024
Submission Local Plan Consultation (Regulation 19)	Quarter 1 2025
Submission of Local Plan and representations to Secretary of State (Regulation 20, 22 and 35)	Quarter 2 2025
Independent Examination (Regulation 20)	Quarters 3 and 4 2025
Inspector’s Report and Adoption of Local Plan (Regulation 20 and 35)	Quarter 4 2025/Quarter 1 2026

Other Planning Documents

5.1 To assist in its preparation and to inform the scope of the Local Plan review the following documents are also relevant and will be updated/reviewed as set out below:

Community Infrastructure Levy (CIL)

- 5.2 The CIL is a planning charge on new developments used by local authorities to fund and deliver infrastructure needed to support new development. CIL is charged on a £ per square metre basis on the gross internal area of new development.
- 5.3 Chelmsford was the first local authority in Essex to bring a CIL into force on the 1 June 2014. This followed two rounds of public consultation and an independent examination that took place in October 2013.
- 5.4 The Government is proposing to replace the current CIL system with a mandatory, more streamlined, and locally determined Infrastructure Levy as part of the Levelling Up and Regeneration Bill. The Bill provides the framework for the new Levy, with the detailed design to be delivered through new regulations still to be prepared. The new system will be gradually rolled out over several years, with existing CILs continuing to apply until a national roll-out. Work towards producing a Chelmsford IL is expected to commence once new regulations are in place and the national roll-out measures are announced.

Statement of Community Involvement (SCI)

- 5.5 The Statement of Community Involvement (SCI) sets out how the City Council will involve the community and stakeholders in plan-making and when considering planning applications. The SCI also sets out the levels of consultation that developers will be encouraged to undertake, before submitting an application, particularly those involving major or controversial proposals.
- 5.6 The City Council adopted its first Statement of Community Involvement (SCI) in February 2006. There have been several reviews since with the most recent review being approved in September 2020.
- 5.7 The most recently approved version of the SCI can be found at:
<https://www.chelmsford.gov.uk/resources/assets/inline/full/0/4284192.pdf>

Supplementary Planning Documents (SPDs)

- 5.8 The City Council currently has eleven adopted SPDs, including six Village Design Statements. SPDs can be used as a vehicle to aid in the successful delivery of development and/or infrastructure.
- 5.9 The table below lists the SPDs that are currently adopted:

Document title	Scope of document	Adopted
----------------	-------------------	---------

Essex Coast Recreational Disturbance Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document	Sets out a strategic approach to identifying the scale of recreational disturbance to Special Protection Areas, Special Areas of Conservation and Ramsar sites along the Essex coast and proposes measures to mitigate impacts. It is a joint strategy with eleven local planning authorities across Greater Essex (Basildon District Council, Braintree District Council, Brentwood Borough Council, Castle Point Borough Council, Colchester Borough Council, Chelmsford City Council, Maldon District Council, Rochford District Council, Southend-on-Sea District Council, Tendring District Council and Thurrock Council).	May 2020
Making Places Supplementary Planning Document	Seeks to promote and secure high-quality sustainable new development. It is aimed at all forms of development, from large strategic developments, public spaces and places, to small extensions to individual homes. It sets out detailed guidance on the standards included in Chelmsford's Local Plan for future planning proposals. It also shows how development can go beyond planning policy requirements to create the most sustainable and environmentally friendly development.	January 2021
Planning Obligations Supplementary Planning Document	Sets out how CCC will seek planning obligations when considering planning applications. It identifies topic areas where planning obligations and possible contributions would be applicable, whether financial or otherwise. This can include providing things like affordable housing, open space, environmental improvements or community facilities, and/or paying financial contributions towards them. Along with the Community Infrastructure Levy Charging Schedule, the SPD gives clear guidelines to developers, landowners and stakeholders. It sets out the likely scope and scale of planning obligations applicable to different sorts of development.	January 2021
Solar Farm Development Supplementary Planning Document	Provides guidance on preparing, submitting and assessing planning proposals for solar farms and guidance on where solar farms may be most suitable. It considers and applies advice from a number of sources, including the requirements of	November 2021

	National Planning Policy and Guidance, local planning policies and other relevant strategies.	
Chelmsford Town Centre Public Realm Strategy	Forms a framework for funding bids, investment and programming of works and the basis for negotiation of planning applications in the City Centre. It sets out priorities and guidance for the design-led improvement of public spaces and seeks to coordinate the design of streets and spaces. It provides the basis for best practice standards for client and contractor organisations with influence over public spaces and helps to promote community cohesion and encourage the successful use of spaces.	January 2011
Broomfield Village Design Statement	Provides local design guidance for development in the area.	2011
Danbury Planning Framework	Provides local design guidance for development in the area.	2011
Great Baddow Village Design Statement	Provides local design guidance for development in the area.	2011
Little Baddow Village Design Statement	Provides local design guidance for development in the area.	2012
Sandon Village Design Statement	Provides local design guidance for development in the area.	2011
Stock Village Design Statement	Provides local design guidance for development in the area.	2011

- 5.13 To support the review of the Local Plan, some SPDs will be required to be updated, or additional SPDs may be required. The latest status of new/updated SPDs is available on our website at: [Supplementary Planning Documents and planning advice notes \(chelmsford.gov.uk\)](https://www.chelmsford.gov.uk/Supplementary-Planning-Documents-and-planning-advice-notes)

Evidence Base

- 5.14 The Local Plan has been informed by a range of information including background studies, research, surveys and feedback documents. Many of the studies that form the evidence base have been undertaken by the City Council or by consultants on behalf of the City Council. Others have been undertaken in partnership with other Local Authorities and Essex County Council to take into account any issues and opportunities affecting neighbouring areas and the wider region. You can view information relating to the Local Plan Evidence Base on the Council's website at: [Evidence base for the local plan \(chelmsford.gov.uk\)](https://www.chelmsford.gov.uk/Evidence-base-for-the-local-plan)
- 5.15 Various evidence base documents will be reviewed, updated, or additional evidence base documents produced, to assist in the review of the Local Plan. The evidence base is important to ensure the Local Plan policies and allocations are justified and support the

Local Plan being found sound at Examination. All new and updated evidence base documents will be added to the Council's website as they are produced.

- 5.16 As part of the legal Duty to Co-operate¹, the City Council is committed to continue to work collaboratively with other local authorities and stakeholders on strategic matters of cross-boundary and sub-regional significance.
- 5.17 Some evidence base documents will identify needs required for the Plan period e.g. numbers of homes and jobs, while others will test and inform proposals within the Plan e.g. transport modelling and viability testing. While not intended to be a comprehensive list, evidence base documents covering the following general topic areas will be prepared to support the review of the Local Plan:
- Consultation and Duty to Co-operate
 - Population and homes
 - Economy and Regeneration
 - Green/Blue/Wild Infrastructure
 - Natural, Historic and Built Environment
 - Transport and Movement
 - Viability
 - Monitoring and Equality

¹ Section 110 of the Localism Act (2011)

Integrated Impact Assessment (IIA)

- 5.18 The Integrated Impact Assessment (IIA) will inform the review of the Local Plan and any other Development Plan Documents (DPD). IIA's are published for consultation alongside the publication of each stage of the review of the Local Plan or DPD and form a key consideration of determining soundness at Examination.
- 5.19 All policies and proposals contained within the review of the Local Plan are subject to an Integrated Impact Assessment (IIA) which investigates the impacts of different proposals within the Local Plan against environmental, equality, health and community safety objectives. This involves scoping reports and assessments throughout the preparation of the review of the Local Plan to ensure an iterative approach. These documents form part of the evidence base.

Policies Map

- 5.20 The policies map covers the whole of the Chelmsford area and its purposes is to illustrate sites allocated for development or protection within the Local Plan. The current Local Plan maps and map legend can be downloaded at: [Adopted Local Plan \(chelmsford.gov.uk\)](https://www.chelmsford.gov.uk/planning-and-building-control/masterplans-for-new-developments-in-chelmsford/) These will be revised as part of the review of the Local Plan and updated maps will be published on adoption of the new Local Plan.

Masterplans

- 5.21 Masterplans are high-level documents, which set out what we expect from a new development. They mainly relate to strategic growth sites, which are allocated in the Local Plan. The Local Plan sets out the overall number and locations for homes, jobs and businesses along with the infrastructure needed to support growth.
- 5.22 Masterplans help create excellent places to live, work and enjoy, and which are suitable for the individual site. They help us to make sure developments deliver what the area needs, while giving developers some flexibility.
- 5.23 Full details of the Masterplan procedure and progress on existing Masterplans can be found at: <https://www.chelmsford.gov.uk/planning-and-building-control/masterplans-for-new-developments-in-chelmsford/>. To support the review of the Local Plan, some masterplans may be required to be updated, and additional masterplans will be required.

6 Risks and Contingencies

Risks	Level	Contingency
Significant changes to the planning system - publication of new Government legislation/guidance	Medium to High	Continue to keep fully abreast with any changes/publications of Government legislation. Assess as soon as practicable any revisions that may be necessary to the review of the Local Plan.
Problems/inability to engage with key stakeholders and the community	Low	Continue to engage and maintain good relationships with key stakeholders and communities. Raise any problems or issues through appropriate channels.
Failure to comply with Duty to Co-operate	Medium	Prepare and implement a Duty to co-operate strategy and ensure early engagement at officer and Member level.
Handling higher than expected numbers of representations	Medium to High	Engage additional staff resources during and after consultation periods with the use of external specialists if necessary.
Loss of key staff within Spatial Planning Services team	Medium	Recruiting temporary contract staff, if necessary, to cover any shortfalls in staffing levels.
Inability for the Planning Inspectorate to deliver hearings and reports on time	Medium	This would affect the Examination and adoption of the review of the Local Plan. No contingency as Planning Inspectorate is the sole body able to undertake this process.
Legal Challenges to the Local Plan	Medium	Seek appropriate legal advice through the preparation of the review of the Local Plan and keep abreast of best practice.
Neighbourhood Plans – staff are required to provide advice and support to neighbouring groups	Medium to High	Early engagement with Parish Councils/community groups to anticipate workload. Recruit temporary contract staff, if necessary, to divert some of the workload.

7 Monitoring and Review

- 7.1 The City Council is required to prepare an Authority Monitoring Report (AMR) which assesses the extent to which the Plan's objectives and policies are being achieved as set out in the Local Plan Monitoring Framework. This can be found in Section 10 of the adopted Local Plan which can be downloaded at:
- 7.2 The AMR also monitors the implementation of the LDS by reviewing the production of Local Plan document progress compared with the targets and milestones set out in the LDS. It assesses where the City Council:
- has met the LDS targets and milestones, is falling behind schedule, or will not meet targets with reasons for this and;
 - needs to update the LDS particularly in light of the above. Where it is necessary to update the LDS, the steps and the timetable needed for the revision of that scheme.
- 7.3 Chelmsford's AMR's are published annually and are available on the City Council's website at: [Monitoring development \(chelmsford.gov.uk\)](https://www.chelmsford.gov.uk/monitoring-development)

8 Project Management and Resources

- 8.1 The preparation of the review of the Local Plan will be led and co-ordinated by staff within the Spatial Planning Services Team supported by members of other teams within the City Council's Directorate for Sustainable Communities. Contributions will also be made from members of other Directorates and Services within the City Council as required. There may also be a need for input from specialist consultants and some joint evidence base working with other authorities.
- 8.2 The review of the Local Plan will be prepared on a project basis with a team of officers led by the Spatial Planning Services Manager. Consultation arrangements, as defined in the adopted Statement of Community Involvement, will be co-ordinated by a designated Officer using other resources of the Council as appropriate.
- 8.3 The City Council's budget currently covers the costs of current work on the review of the Local Plan and the Council expects to meet projected costs for future years from its Revenue Budget. The City Council will need to meet the costs of the Independent Examination process in collaboration with the Planning Inspectorate to ensure that such costs are met at the appropriate times.
- 8.4 Evidence base documents to inform the review of the Local Plan will be signed off by Officers under delegated powers. The existing governance for formal decision making relating to the review of the Local Plan will be through the following Boards/Committees:

- Chelmsford Policy Board
- Cabinet
- Full Council

8.5 Role of Chelmsford Policy Board in relation to the Local Plan review process:

- To consider draft public consultation documents/materials and to make recommendations to the Cabinet and Council, as appropriate
- To consider consultation feedback reports, as appropriate
- To recommend to the Cabinet approval and adoption of the final versions of Masterplans, Supplementary Planning Documents and other non-statutory planning policy documents.

8.6 The above provisions do not prevent Cabinet or Council adopting new or revised policies that have not been reviewed by the Chelmsford Policy Board.

8.7 Role of Chelmsford Cabinet in relation to the Local Plan review process:

- To formally agree recommendations of the Chelmsford Policy Board at key stages of preparation.

8.8 Role of Chelmsford Full Council in relation to the Local Plan review process:

- To formally agree the submission of the review of the Local Plan for Examination
- To formally agree the adoption of review of the Local Plan.

8.9 Technical consultations with specified technical stakeholders can be agreed by Director of Sustainable Communities or Spatial Planning Services Manager in consultation with Cabinet Member for Growing Chelmsford.

Appendix 1 – Appendments made to 2021 LDS

In accordance with Section 15 (9A) (b) of the Planning and Compulsory Act 2004 Act a copy of any amendments made to the LDS since its last publication in 2021 is set out below:

2021 LDS Section/Sub-section title	2023 LDS Section/Sub-section title	Amendments made
1. Introduction	1. Introduction	
Purpose of the Local Development Scheme	Purpose	Text updated to reflect this will be the ninth review of the LDS and that this will replace all previous versions.
What has the Council already achieved	What has been achieved to date?	Text updated to reflect the Council had an adopted suite of Development Plan Documents which have subsequently been replaced with a composite Local Plan covering the period up to 2036.
2. Context	N/A	
The Planning System	N/A	Section previously covered the changes in the planning system which had occurred since the adoption of the Local Development Framework documents and the need for a composite Local Plan. This section was outdated and not required to be included in an LDS. Given that it has the potential to become out of date at any point in time it has been removed as it is unnecessary.

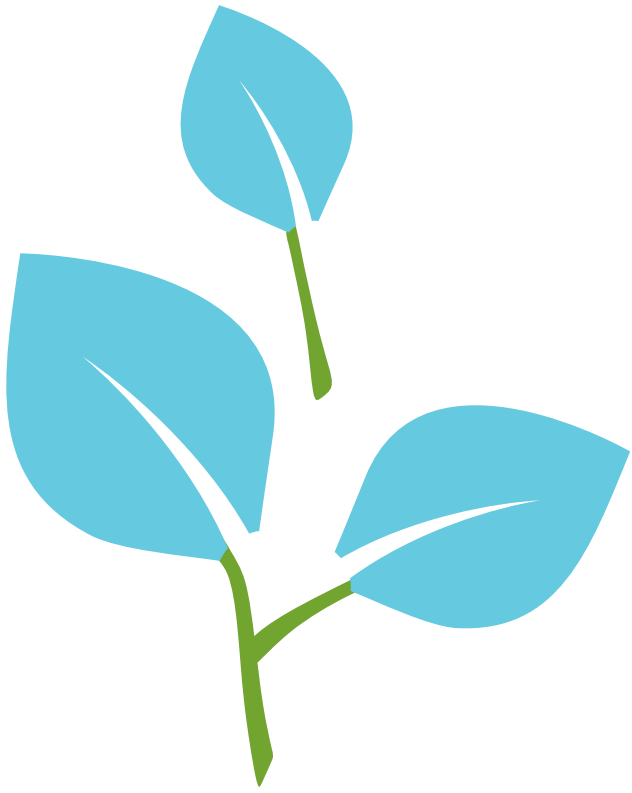
2021 LDS Section/Sub-section title	2023 LDS Section/Sub-section title	Amendments made
3. The Adopted Statutory Development Plan	2. The adopted Statutory Development Plan	
Chelmsford Local Development Framework 2001-2021	Adopted Development Plan Documents	All adopted Development Plan Documents included in one table with their Plan period and adoption dates. South East (Inshore) Marine Plan added.
Minerals and Waste Local Plans	Adopted Development Plan Documents	All adopted Development Plan Documents included in one table with their Plan period and adoption dates.
	Development Plan Documents in progress	Details of all Neighbourhood Plans and their progress to date are included in a table with links to them all. Details of these were previously included under section 4 but since they have progressed further and some are now in force, at which point they will become part of the statutory development plan for the area which they cover, it was considered more appropriate to include them in this section.
4. Chelmsford Local Plan	3. Chelmsford Local Plan Review	
Background	Chelmsford Local Plan Review	Text updated to reflect that the Local Plan will be reviewed rather than a comprehensive new Local Plan to replace the previous Local Development Framework (which has already happened).

2021 LDS Section/Sub-section title	2023 LDS Section/Sub-section title	Amendments made
		<p>Text includes the area the Local Plan Review will cover, what it will contain, and the period of time it will cover.</p> <p>Previous text which covered issues such as Evidence Base is now covered in the Evidence Base sub-section in section 5.</p>
Neighbourhood Plans		<p>Details of all Neighbourhood Plans and their progress to date are now included in a table with links to them all in section 2. Details of these were previously included under section 4 but since they have progressed further and some are now in force, at which point they will become part of the statutory development plan for the area which they cover, it was considered more appropriate to include them in section 2.</p>
	4. Timetable for review of the Local Plan	<p>Timetable moved from Appendix 1 and 2 in previous LDS to sit with the details about the Review of the Local Plan, so it is easier to read across.</p> <p>Text sets out the need and requirement for a review of the Local Plan and the projected timetable for the review.</p>
5. Other Planning Documents	5. Other Planning Documents	
Supplementary Planning Documents (SPDs)	Community Infrastructure Levy (CIL)	<p>Moved to the beginning of this section as its timetable sits alongside that of the Local Plan Review. Text added to reflect</p>

2021 LDS Section/Sub-section title	2023 LDS Section/Sub-section title	Amendments made
		<p>that the CIL review has not taken place due to the proposed national government review on the Infrastructure Levy.</p> <p>Text updated to set out why a review of CIL did not commence in the timeframe previously suggested and that it will be reviewed in the same timeframe for the review of the Local Plan.</p>
Community Infrastructure Levy (CIL)	Statement of Community Involvement (SCI)	Text updated and moved further up this section as a new SCI has recently been approved. Text includes a link to the latest SCI available on the Council's website.
Statement of Community Involvement (SCI)	Supplementary Planning Documents (SPDs)	<p>SPD table previously included updated to include all current SPDs, their scope and status.</p> <p>A weblink of where to find details of any potential review of these, or any future SPDs, on the Council's website is included.</p>
Authority Monitoring Report (AMR)	Evidence Base	Weblink of where to find the full list of Evidence Base documents is updated and general topic areas for evidence base documents proposed to be covered is included.
Evidence Base	Sustainability Appraisal	Additional text included to set out that SA's will be published for consultation alongside each stage of the Local Plan Review process.

2021 LDS Section/Sub-section title	2023 LDS Section/Sub-section title	Amendments made
Sustainability Appraisal	Policies Map	<p>New section added for completeness, to set out that the policies map covers the whole of the Chelmsford area and its purposes is to illustrate sites allocated for development or protection within the Local Plan.</p> <p>A weblink to the map on the Council's website is included as well as setting out that this will be reviewed and updated accordingly, as part of the Local Plan Review.</p>
	Masterplans	<p>New section added as Masterplans were introduced as part of the Strategic Site Policy Allocations in the adopted Local Plan.</p> <p>Details of their purpose and a weblink to Council's Masterplan procedure and progress on existing Masterplans on the Council's website is included.</p>
6. Risks and Contingencies	6. Risks and Contingencies	<p>Additional risk and contingencies identified relating to the potential for failing to comply with the Duty to Co-operate, and Legal Challenges to the Local Plan.</p>
7. Monitoring and Review	7. Monitoring and Review	<p>Text updated to reflect the Council's adopted Local Plan Monitoring Framework as previous version referred to Local Development Framework Monitoring Framework.</p> <p>Weblink included to latest Local Plan Monitoring Framework and Authority Monitoring Report on the Council's website.</p>

2021 LDS Section/Sub-section title	2023 LDS Section/Sub-section title	Amendments made
8. Project Management and Resources	8. Project Management and Resources	<p>Text updated to reflect the Planning and Housing Policy team is now the Spatial Planning Services Team.</p> <p>Additional text added to set out the existing governance for formal decision making relating to the review of the Local Plan will be through the following Boards/Committees:</p> <ul style="list-style-type: none"> • Chelmsford Policy Board • Cabinet • Full Council <p>Details of which documents will go to which Board/Committee added.</p>
	Appendix 1 – Appendments made to 2021 LDS	This table of amendments has been added as an appendix to the LDS, rather than previously being published alongside it on the Council’s website, to ensure it is easy for all to find.
Appendix 1 – Documents Proposed for Preparation	N/A	Timetable moved and updated from Appendix 1 and 2 in previous LDS to sit with the details about the Review of the Local Plan in section 4 so it is easier to read across.
Appendix 2 – Document Preparation Timetable	N/A	Timetable moved and updated from Appendix 1 and 2 in previous LDS to sit with the details about the Review of the Local Plan in section 4 so it is easier to read across.



This publication is available in alternative formats including large print, audio and other languages

Please call 01245 606330

Spatial Planning Services
Directorate for Sustainable Communities
Chelmsford City Council
Civic Centre
Duke Street
Chelmsford
Essex
CM1 1JE

Telephone 01245 606330
planning.policy@chelmsford.gov.uk
www.chelmsford.gov.uk

Document published by
Planning and Housing Policy
© Copyright Chelmsford City Council

