

SD018

Chelmsford Local Plan

**Local Development
Scheme 2025-2028**

October 2025



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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 2025-2028.
- 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 nine previous reviews. This LDS forms the tenth 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 These have subsequently all been superseded by the new single Local Plan which was adopted in May 2020 and covers the period up to 2036.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-Sea Waste Local Plan	July 2017	2017 – 2032

Document	Adoption Date	Period document covers
South East (Inshore) Marine Plan	June 2021	2021-2041
Little Baddow Neighbourhood Plan	Adopted ('made') August 2023	https://www.littlebaddowplan.org.uk/
South Woodham Ferrers Neighbourhood Plan	Adopted ('made') December 2021	http://www.southwoodhamferrerstc.gov.uk/Neighbourhood_Plan_26846.aspx
Writtle Neighbourhood Plan	Adopted ('made') December 2021	https://writtle-pc.gov.uk/neighbourhood-plan/
Sandon Neighbourhood Plan	Adopted ('made') November 2023	https://sandon-essex-parishcouncil.gov.uk/neighbourhood-development-plan/
Danbury Neighbourhood Plan	Adopted ('made') December 2024	https://www.danburyneighbourhoodplan.com/
Broomfield Neighbourhood Plan	Adopted ('made') March 2025	https://www.broomfieldnp.org.uk/HOME_37952.aspx

- 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 The 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 Designation amended 31 May 2024	http://www.borehamparishcouncil.co.uk/organisation/neighbourhood-plan/
East Hanningfield	Designated 24 September 2019	https://e-voice.org.uk/easthanningfieldparishcouncil/village-design/

3 Chelmsford Local Plan Review

- 3.1 Three rounds of formal public consultation have taken place as part of the Review of the Local Plan:
- Regulation 18 – Issues and Options (11 August to 20 October 2022)
 - Regulation 18 – Preferred Options Local Plan (8 May to 19 June 2024)
 - Regulation 19 – Pre-Submission Local Plan (4 February to 18 March 2025)
- 3.2 Each consultation included an accompanying Integrated Impact Assessment (IIA) and a comprehensive programme of consultation. Each consultation was promoted through a range of activities including email/letter notifications to all contacts registered on the Council’s Planning Policy Consultation Portal (amounting to nearly 6,300 individual contacts at the last consultation), 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, unstaffed and staffed physical exhibitions. An animated Local Plan video was also published.
- 3.3 The review of the Local Plan continues to cover the whole of the Chelmsford administrative area and include strategic priorities and a 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, 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.
- 3.4 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 (2025) sets out in paragraph 34 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 Annex 1 of the NPPF (2025) sets out its implementation in terms of decision-taking and plan-making. The Review of the Local Plan will undertaken in line with the transitional arrangements set out in paragraphs 234 to 237, meaning it will be examined under the 2023 NPPF.
- 4.3 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
Preferred Options Local Plan Consultation (Regulation 18)	Quarters 1 and 2 2024 - complete
Review comments and revise Local Plan	Quarters 2-4 2024 - complete
Pre-Submission Local Plan Consultation (Regulation 19)	Quarter 1 2025 - complete
New Local Development Scheme Approved	Quarter 4 2025
Additional Sites Local Plan Consultation (Regulation 19)	Quarter 4 2025/Quarter 1 2026

Stage	Estimated timescale
Submission of Local Plan and Regulation 19 representations to Secretary of State (Regulation 20, 22 and 35)	Quarter 2 2026 (before 12 June 2026)
Independent Examination (Regulation 20)	Quarter 4 2026
Inspector's Report and Adoption of Local Plan (Regulation 20 and 35)	Quarter 4 2026/Quarter 1 2027

5. 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. The Council will monitor any Government proposals for amending or replacing CIL.

Statement of Community Involvement (SCI)

- 5.4 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.
- 5.5 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. A further review is underway with an updated SCI expected to be adopted in November 2025.

- 5.6 The most recently approved version of the SCI can be found on the following web page: <https://www.chelmsford.gov.uk/planning-and-building-control/planning-policy-and-local-plan/involving-communities-and-organisations/>

Supplementary Planning Documents (SPDs)

- 5.7 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.
- 5.8 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.	January 2021

Document title	Scope of document	Adopted
	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.	
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 National Planning Policy and Guidance, local planning policies and other relevant strategies.	November 2021
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
Writtle Village Design Statement	Provides local design guidance for development in the area.	2004

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 have been reviewed, updated, or additional evidence base documents produced, to assist in the review of the Local Plan. You can view information relating to new Evidence Base documents to support the Review of the Local Plan on the Council's website at: www.chelmsford.gov.uk/lp-review. 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

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.

¹ Section 110 of the Localism Act (2011)

- 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 economic 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) 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.
Uncertain funding for A12 DCO Scheme	Medium to High	An interim scheme funded by Chelmsford Garden Community developers to mitigate their own development. Government funding being sought towards remaining works but no certainty. Continue to engage with National Highways to find an acceptable solution.
Lack of Five-Year Housing Land Supply	Medium to High	Continue to monitor the situation. Additional consultation on new/expanded sites included in this LDS. Option for the Local Plan Inspector to request more sites to be allocated through Main Modifications if required.
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	Follow the Council's adopted 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.

Risks	Level	Contingency
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:
<https://www.chelmsford.gov.uk/resources/assets/inline/full/0/4676389.pdf>
- 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, it also sets out 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 the Spatial Planning Team in consultation with the Council’s Communications Team.

- 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 additional work and future years from its Local Plan reserve. 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.

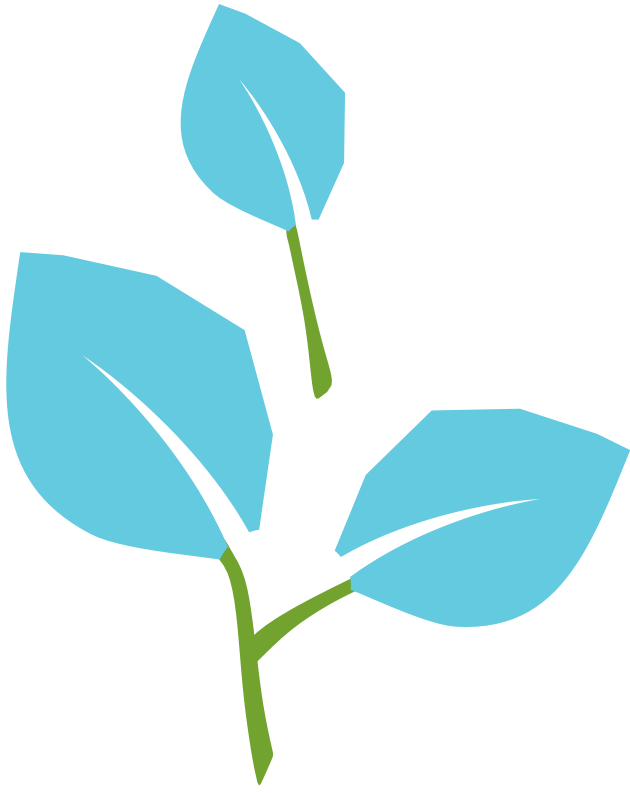
Appendix 1 – Appendments made to 2023 LDS

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 2023 is set out below:

2023 LDS Section/Sub-section title	2025 LDS Section/Sub-section title	Amendments made
1. Introduction	1. Introduction	
Purpose	Purpose	Text updated to reflect this will be the tenth review of the LDS and that this will replace all previous versions.
2. The Adopted Statutory Development Plan	2. The adopted Statutory Development Plan	
Adopted Development Plan Documents	Adopted Development Plan Documents	Table updated to include adopted ('made') Neighbourhood Plans which form part of the statutory development plan for Chelmsford City Council's administrative area.
Development Plan Documents in progress - Neighborhood Development Plans	Development Plan Documents in progress - Neighborhood Development Plans	Table updated to remove adopted ('made') Neighbourhood Plans which have been moved into the 'Adopted Development Plan Documents table above.
3. Chelmsford Local Plan	3. Chelmsford Local Plan Review	
Chelmsford Local Plan Review	Chelmsford Local Plan Review	Text updated to reflect the consultations which have taken place to date on the Review of the Local Plan.

2023 LDS Section/Sub-section title	2025 LDS Section/Sub-section title	Amendments made
4. Timetable for review of the Local Plan	4. Timetable for review of the Local Plan	Text updated to reflect 2025 NPPF references and the fact the Review of the Local Plan is a transitional Plan to will be examined under the 2023 NPPF. Timetable updated to reflect completed stages and additional Regulation 19 Consultation proposed, with consequential timetable updates.
5. Other Planning Documents	5. Other Planning Documents	
Community Infrastructure Levy (CIL)	Community Infrastructure Levy (CIL)	Updated to reflect changes in the Governments approach to CIL to state that the Council will monitor any Government proposals for amending or replacing CIL.
Statement of Community Involvement (SCI)	Statement of Community Involvement (SCI)	Text updated to reflect new SCI is underway, with new weblink to where it will be once adopted.
Integrated Impact Assessment (IIA)	Integrated Impact Assessment (IIA)	Text updated to reflect the IIA's objectives used to assess the Plans proposals.
Evidence Base	Evidence Base	Text updated to include weblink to additional Review of the Local Plan Evidence Base.
6. Risks and Contingencies	6. Risks and Contingencies	Additional risk and contingencies identified relating to the Loss of funding for the A12 DCO and potential lack of a Five-Year Housing Land Supply. Updated to reflect the fact the Council has an adopted Duty to co-operate Strategy.

2023 LDS Section/Sub-section title	2025 LDS Section/Sub-section title	Amendments made
8. Project Management and Resources	8. Project Management and Resources	Text updated to reflect that the consultation arrangements will be co-ordinated by the Spatial Planning Team in consultation with the Council's Communications Team.
Appendix 1 – Appendments made to 2021 LDS	Appendix 1 – Appendments made to 2023 LDS	Updated to reflect changes made to the 2023 LDS in this latest 2025 version.



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

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