

Local Development Scheme

December 2016



Wiltshire Council
Local Development
Framework

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1. Introduction

- 1.1. The Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011 requires the council to prepare and maintain a Local Development Scheme (LDS). The LDS sets out the Development Plan Documents (DPDs) prioritised for production by Wiltshire Council and the timetable for their preparation that will, when complete together with other extant documents, comprise the Local Plan for Wiltshire.
- 1.2 The LDS should be kept up to date and was last formally reviewed in January 2015 to cover the period 2015 to 2018, following the adoption of the Wiltshire Core Strategy, with more recent updates made available on the council's website.
- 1.3 The 2015 LDS included the following DPDs:
 - (i) Partial review of the Wiltshire Core Strategy, which will involve a review of the saved 2011 local plan policies not replaced by the Wiltshire Core Strategy and include policies to positively plan for town centres in Wiltshire.
 - (ii) Gypsy and Traveller DPD, which will include output from a full Gypsy and Traveller Accommodation Needs Assessment (GTAA) to inform a review and update of Core Strategy Policy 47 on Gypsies and Travellers.
 - (iii) Wiltshire Housing Site Allocations DPD, which will identify, where necessary, new sites for housing, to provide surety of delivery over the plan period to 2026 and will include a review of the settlement boundaries in the Wiltshire Core Strategy.
 - (iv) Chippenham Site Allocations DPD, which will allocate sites for development at the town to accommodate the levels of growth set out within the Core Strategy.
- 1.4 It also set out the council's commitment to the preparation of a new joint Strategic Housing Market Assessment with Swindon Borough Council, to inform the need for a further review of Core Strategy policies, particularly in relation to the housing market areas and levels of growth over extended plan periods.
- 1.5 This LDS covers the period 2016 to 2019 and was brought into effect on 1 December 2016. It continues to include the above DPDs and is an interim update to respond to changes in circumstance that have affected DPD preparation. It therefore provides an update of the timelines of the documents in the LDS alongside general updates, including improving the flow of the document. A full review of the LDS to take into account the joint working with Swindon Borough Council and introduce new documents will be carried out in 2017.

2. Wiltshire Development Plan

Existing Development Plan

- 2.1. Section 38(6) of the Planning and Compensation Act states that planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise. The development plan comprises both DPDs prepared by Wiltshire Council as local planning authority and made (adopted) Neighbourhood Plans prepared by Parish and Town Councils within Wiltshire. Policies within the documents listed in Table 1 below currently form the development plan for Wiltshire (and Swindon¹).
- 2.2. The Wiltshire Core Strategy replaces many of the ‘saved’ policies within the former North Wiltshire Local Plan 2011, the Kennet Local Plan 2011, the West Wiltshire District Plan First Alteration 2011 and the Salisbury Local Plan 2011, as well as some policies within the West Wiltshire Leisure and Recreation DPD. The remaining extant policies from these documents are listed at Appendix D of the Wiltshire Core Strategy.
- 2.3. There are also Supplementary Planning Documents (SPDs) that support policies within the documents listed in Table 1 that continue to be in place. Some were prepared before September 2004 and are referred to as Supplementary Planning Guidance rather than SPD.

Table 1: Wiltshire Development Plan (at November 2016)

Document	Area covered	Status
Development Plan Documents		
Wiltshire Core Strategy (adopted January 2015)	Wiltshire council	Current policy. Sets out the spatial vision, objectives and strategy for the spatial development of Wiltshire and strategic policies and proposals to deliver the vision setting out principles of development for the county to 2026, including strategic site allocations.
Wiltshire and Swindon Waste Site Allocations DPD (adopted November 2012)	Wiltshire council and Swindon borough	Current policy. Identifies land for future waste management facilities and aggregate recycling facilities up to 2026 in accordance with the Swindon and Wiltshire Waste Core Strategy.
Wiltshire and Swindon Minerals Site Allocations DPD (adopted December 2012)	Wiltshire council and Swindon borough	Current policy. Identifies land for future mineral (aggregates) working and aggregate recycling facilities up to 2026 in accordance with the Swindon and Wiltshire Minerals Core Strategy.
Wiltshire and Swindon Waste Development Control Policies DPD (adopted September 2009)	Wiltshire council and Swindon borough	Current policy. Sets out generic policies to assist in determining planning applications for waste development up to 2026.

¹ Wiltshire Council and Swindon Borough Council prepare minerals and waste local plans on a joint basis

Table 1: Wiltshire Development Plan (at November 2016) (Cont.)

Document	Area covered	Status
Development Plan Documents		
Wiltshire and Swindon Minerals Development Control Policies DPD (adopted September 2009)	Wiltshire council and Swindon borough	Current policy. Sets out generic policies to assist in determining planning applications for minerals development up to 2026.
Wiltshire and Swindon Waste Core Strategy (adopted July 2009)	Wiltshire council and Swindon borough	Current policy. Sets out the spatial vision, strategic objectives and strategy covering waste provision up to 2026 including the strategic policies and proposals to deliver the vision.
Wiltshire and Swindon Minerals Core Strategy (adopted July 2009)	Wiltshire council area and Swindon borough	Current policy. Sets out the spatial vision, strategic objectives and strategy covering minerals provision up to 2026 including the strategic policies and proposals to deliver the vision.
West Wiltshire Leisure and Recreation DPD (adopted February 2009)	Former West Wiltshire district area	Provides additional recreational policies for the West Wiltshire area for the period up until 2016. Certain policies have been replaced by the Wiltshire Core Strategy. Remaining policies will be replaced by policies in future DPDs.
North Wiltshire Local Plan (adopted April 2006)	Former North Wiltshire district area	Certain policies continue to be 'saved' until replaced by policies in a subsequent DPD.
Kennet Local Plan 2011 (adopted June 2004)	Former Kennet district area	Certain policies continue to be 'saved' until replaced by policies in a subsequent DPD.
West Wiltshire District Plan First Alteration 2011 (adopted June 2004)	Former West Wiltshire district area	Certain policies continue to be saved until replaced by policies in a subsequent DPD.
Salisbury Local Plan 2011 (adopted June 2003)	Former Salisbury district area	Certain policies continue to be saved until replaced by policies in a subsequent DPD.
Wiltshire and Swindon Minerals Local Plan (adopted November 2001)	Wiltshire council and Swindon borough	One policy (Policy 35 Preferred Areas for Sharp Sand and Gravel) continues to be saved.
Document		
Area covered		
Status		
Neighbourhood Plans		
Warminster Neighbourhood Plan	Warminster parish	Covers the period 2015 to 2026. Made (adopted) November 2016.
Pewsey Neighbourhood Plan	Pewsey Parish	Covers the period 2006 to 2026. Made (adopted) October 2015

Table 1: Wiltshire Development Plan (at November 2016) (Cont.)

Document	Area covered	Status
Neighbourhood Plans		
Compton Bassett Neighbourhood Plan	Compton Bassett Parish	Covers the period 2015 to 2030. Made (adopted) May 2016
Devizes Neighbourhood Plan	Devizes Town, Bishops Cannings Parish and Roundway Parish (part)	Covers the period 2015 to 2026 Made (adopted) December 2016
Freshford and Limpley Stoke Neighbourhood Plan	Freshford and Limpley Stoke Parishes	Covers the period 2014 to 2039 Made (adopted) November 2015
Malmesbury Neighbourhood Plan	Malmesbury Town, St Paul Malmesbury Without and Brokenborough Parishes	Covers the period 2014 to 2026 Made (adopted) February 2015

Duty to Co-operate in the preparation of development plan documents

2.3 The Duty to Co-operate was introduced through the Localism Act 2011 and requires councils and public bodies to ‘engage constructively, actively and on an ongoing basis’ in the preparation of Local Plan documents, including in the preparation of evidence to underpin these documents. The duty relates to sustainable development or use of land that has a significant impact on at least two local planning areas. Issues that may not be able to be wholly addressed by one local planning authority working alone are set in paragraph 156 in the NPPF, and could include:

- housing where a wider housing market area has been identified;
- provision of major retail/or employment sites;
- the provision of infrastructure for transport, waste treatment, energy generation, telecommunications, water supply and water quality;
- measures needed to address climate change, including the management of flood risk; or
- provision of open space and recreational facilities.

2.4 The NPPF states Local Authorities should consider producing joint planning policies to address some of these strategic matters, as well as informal strategies such as joint infrastructure and investment plans. A joint approach will not be required where an issue can

be addressed adequately within one administrative boundary. When compiling its scheme of work, the council considers and discusses with neighbouring authorities whether production of joint documents is a sensible course of action, such as with minerals and waste planning. The decisions of such considerations will be carefully recorded, clear justification by way of an explanation of the strategic context behind the course of action taken will be set out and, where necessary, a memo of understanding between the bodies published.

Partnership Working

Minerals and Waste

- 2.5 Since the formation of Swindon Borough Council in 1997, minerals and waste planning matters have been addressed through joint working arrangements between the two authorities. For the purpose of joint working, Wiltshire Council (formerly Wiltshire County Council) takes the role of 'Lead Authority, but all decisions in terms of planning policy development are mutually shared.
- 2.6 As outlined in Table 1, Wiltshire Council and Swindon Borough Council have successfully prepared and adopted a complete set of Minerals and Waste Development Plan Documents. These plans are being implemented and monitored through the Annual Monitoring Report (AMR) process. A review of national policy including the 'National planning policy for waste' will be undertaken. If as a result of this review, or through monitoring processes, a need arises² to review aspects or the entire adopted policy framework, a programme will be developed through a subsequent iteration of the two authorities respective LDSs.

Wiltshire Core Strategy

- 2.7 In the previous LDS, the council stated its commitment to the preparation of a new joint Strategic Housing Market Assessment with Swindon Borough Council, in collaboration with other local authorities as necessary, to inform the need for a further review of Core Strategy policies in particular in relation to the housing market areas and levels of growth to extend the plan periods.
- 2.8 The findings of the Strategic Housing Market Assessment will be available early 2017 and will form part of the joint evidence base for the review of both the Wiltshire Core Strategy and Swindon Local Plan, to allow for the plan period for both authorities to be extended to 2036. The review of policies will be programmed in cooperation with Swindon Borough Council in order to determine what form the review should take, and in accordance with the duty to co-operate whether there should be a joint planning approach. The programme for this work will be addressed in a full review of the LDS to be undertaken in 2017.

² The review of the Minerals and Waste Planning policy framework will be triggered if the AMR demonstrates that adopted planning policies/proposals are not delivering planned results; and/or as a result of changes in national policy.

Development plan documents in preparation

- 2.9 The DPDs that are under preparation are those that have arisen from the Wiltshire Core Strategy examination and are summarised in Table 2, with more detailed information in Appendix A and a summary of the overall programme in Section 3. These additional DPDs have a specific role in supporting the framework already established in the Wiltshire Core Strategy and so do not necessitate the joint preparation of plans with any neighbouring authorities.

Table 2: Development Plan Documents in preparation

Document	Area Covered	Anticipated adoption date	Comments
Chippenham Site Allocations DPD	Chippenham	February 2017	Will set out the sites and details of development to accommodate strategic growth options for Chippenham in accordance with Core Policy 10 of the Core Strategy.
Wiltshire Housing Site Allocations DPD	Wiltshire council (excluding the Principal Settlement of Chippenham)	September 2018	Will set out additional site allocations for housing, across Wiltshire to ensure supply throughout the plan period to 2026. In addition, the document will address the review of existing settlement boundaries.
Gypsy and Traveller DPD	Wiltshire council	May 2019	Will set out site allocations to provide for the accommodation needs of Gypsies and Travellers in Wiltshire and include a review of overall pitch requirements strategy based on an up to date Gypsy and Traveller Needs Assessment.
Wiltshire Core Strategy DPD (partial review)	Wiltshire council	Under Review	Will refine certain policies to assist in the determination of planning applications, a key area being a review of all remaining saved policies from previous district local plans, policies for town centres and recreation.

- 2.10 Progress on the above DPDs is summarised below.
- 2.11 The Draft **Chippenham Site Allocations DPD** was submitted to the Secretary of State for Examination in July 2015 in line with the previous LDS and the hearings commenced in November of that year. Suspension of the hearings by the Inspector to allow the Council to undertake a schedule of work led to the hearing sessions reopening in October 2016. The timeline has been updated to reflect this and adoption is now anticipated early 2017.
- 2.12 Consultation on the scope of the **Wiltshire Housing Site Allocations DPD** was undertaken in 2014 and informal consultation subsequently undertaken with Parish and Town Councils in 2014 and 2015. Delays to the timetable have occurred due to the complexity of the plan, the

additional work required by the Inspector examining the plan and the considerable interest with Neighbourhood Planning across Wiltshire, which the Council has a duty to support. The timeline has been updated and consultation on the draft plan programmed to commence June 2017, five months delay on the previously published programme.

- 2.13 Consultation on the scope of the Plan **Gypsy and Traveller DPD** was completed in April 2014 and a Gypsy and Traveller Accommodation Assessment (GTAA) to inform the plan published in December 2014. However, the identification of suitable sites has affected progress and the Government's change in the definition of Gypsy and Travellers in the National Planning Policy Framework, after the publication of the GTAA, now requires further consideration. The revised timeline has been updated to reflect this and consultation on the draft plan programmed to commence December 2017.
- 2.14 Consultation on the scope of the **Partial Review of the Wiltshire Core Strategy DPD** and evidence to inform the partial review was completed in May 2015. Progress on the other DPDs has been prioritised in order to support the delivery of new homes consistent with Government policy. Progression of the partial review will be considered under the full review of the LDS programmed for 2017.

Implementing the Wiltshire Core Strategy

- 2.15 The Wiltshire Core Strategy was adopted in January 2015. To support the implementation of the Core Strategy there are a number of other projects completed or in preparation. These are:
- (i) Infrastructure Delivery Plan (IDP) 2 - sets out detailed guidance on what infrastructure will need to be provided to support planned development. Completed May 2015.
 - (ii) Community Infrastructure Levy Charging Schedule³ - sets out the type and scale of contributions that will be required to help provide the infrastructure to support development, based on the Infrastructure Delivery Plan and Wiltshire Core Strategy. Approved May 2015
 - (iii) Wiltshire Green Infrastructure Strategy - to set out a strategic Wiltshire-wide green infrastructure network that will comprise of both new and existing green spaces; walking, cycling and horse riding routes; parks, recreational spaces and play areas; water courses and water bodies; areas of high biodiversity value; and access and wildlife corridors such as inland waterways and rivers. In progress.

³ The Community Infrastructure Levy (CIL) is a charge which local authorities in England and Wales are empowered, but not required, to charge on most types of new development in their area. CIL charges are based on simple formulae which relate the size of the charge to the size and character of the development paying it. The proceeds of the levy will be spent on infrastructure to support the development of the area.

- (iv) Affordable Housing Supplementary Planning Document - to set out detailed guidance on the interpretation and implementation of affordable housing policies in the core strategy. In progress.
- (v) Sustainable Construction and Low Carbon Supplementary Planning Document - to set out detailed guidance on how new development will be expected to deliver provisions of Core Policy 41, including what information will be needed to support planning applications. Requirement for document is under review.

Additional development plan documents

- 2.16 The Wiltshire Core Strategy makes reference to the potential need for a joint Site Allocations DPD for the land west of Swindon. The Wiltshire Core Strategy was prepared alongside the Swindon Local Plan that was adopted in March 2015. Neither plan allocates land for housing that would extend the built up area of Swindon westward within Wiltshire. The Wiltshire Core Strategy Inspector, in his report, stated that there is no justification for *“the provision of specific strategic site allocations or contingency arrangements for land to the west of Swindon”* (paragraph 332, Wiltshire Core Strategy Inspector’s Report December 2014). The Wiltshire Core Strategy states that should emerging policy for Swindon change and new evidence emerges which demonstrates the need for sites to be planned for on land to the west of Swindon (i.e. within Wiltshire) then both councils will work together to prepare a joint site allocations DPD for this part of Wiltshire or other appropriate DPD. This is not included in the LDS but the authorities are committed to working together should the need arise.

Other planning guidance

- 2.17 It will also be important to produce additional planning policy once capacity and resources become available to have in place the full suite of documents that support the implementation of core policies are required to fully replace the saved policies from the former District Local Plans and to provide consistent policy across Wiltshire. Given that any subsequent non-minerals or waste⁵ DPDs and SPDs must conform to the Wiltshire Core Strategy, any future documents must be prepared in accordance with it. The Wiltshire Core Strategy refers to a number of additional guidance notes that may be needed to support the Core Strategy and replace existing SPD that support older saved local plan policies, as follows:
- (i) Planning obligations and the role of Section 106 agreements
 - (ii) Design and local distinctiveness in Wiltshire
 - (iii) A Wiltshire landscape strategy which would involve consolidating existing landscape character assessment, reviewing special landscape areas and preparing developer guidance
 - (iv) Areas of special historic environmental significance
 - (v) The Stonehenge and Avebury World Heritage Site
 - (vi) Travel plans
 - (vii) Town centres

- (viii) Standalone renewable energy
- (ix) Biodiversity to include the mechanisms to address HRA issues, biodiversity offsetting and developer guidance.

2.18 Work has been progressed on a Devizes Wharf Planning Brief SPD. A draft version of the brief was published for consultation during Summer 2011.

Neighbourhood Plans

2.19 The Localism Act (2011) established a tier of planning at the neighbourhood (or parish) level, which can be in the form of a neighbourhood plan, a neighbourhood development order or a community right to build order. It is still a priority for the council to provide an appropriate level of support to town/parish councils to help them prepare their plans. A Neighbourhood Planning Guide has been developed for Parish and Town Councils and a neighbourhood planning portal created on the council's website to provide information.

2.20 Neighbourhood planning has been popular across Wiltshire. Currently around 60 Neighbourhood Areas have been formally designated for the purposes of preparing a neighbourhood plan, and there are 6 'made' (adopted) plans within Wiltshire, which have been listed in Table 1.

Annual Monitoring Report

2.21 Annual Monitoring Reports (AMR) monitor and review how well the council has performed against the timetable set out in the LDS and any changes needed to maintain an up to date LDS. The role of the AMR is also to monitor the effectiveness of the policies included in each DPD.

2.22 The Localism Act contains provisions to remove the requirement to submit the AMR to the Secretary of State for approval; it does not contain provisions to remove the need for an AMR. It is now for each council to decide what should be included in their AMR while ensuring that they are prepared in accordance with UK and EU legislation.⁴ Wiltshire Council continues to produce annual monitoring data.

⁴ Letter to chief planning officers on preparation and monitoring of local plans, March 2011

3. Overall programme for development plan document preparation

3.1 The overall programme for preparation of the new DPDs listed at Table 2 above including key milestones is summarised in the following chart. Progress has already been made on the delivery of a number of these documents and accordingly only the later stages of preparation may be shown. Each DPD document follows a similar process:

- (i) Initial consultation on the scope of plan
- (ii) Plan preparation (including evidence gathering and informal consultation)
- (iii) Publication of the plan for pre-submission consultation (i.e. before submission to the Secretary of State)
- (iv) Submission to the Secretary of State
- (v) Examination (including hearings and receipt of Inspectors report)
- (vi) Adoption

3.2 The key milestone for each document is the point at which the document is submitted to the Secretary of State. Critical to maintaining progress in relation to each document is the role of Cabinet and Full Council. Cabinet provide Member approval to progress key stages of plan preparation and authorise consultation procedures. Council is required to approve the DPD for submission to the Secretary of State and finally adopt the plan as required by the council's Constitution and legislative requirements.

3.3 Throughout the preparation of DPDs, the council will exercise its duty to co-operate with neighbouring authorities, focusing on the key cross boundary and strategic issues highlighted by the evidence base.

Table 3: Summary of programme for document production

Project	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19			
Chippenham Site Allocations Plan	Plan preparation	Plan preparation	Adoption																																				
Wiltshire Housing Site Allocations DPD	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Publication of draft Plan	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	
Gypsy and Traveller DPD	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Publication of draft Plan	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation	Plan preparation
Wiltshire Core Strategy (partial review)	U N D E R R E V I E W																																						
	Plan preparation (including evidence gathering and informal consultation)																																						
	Publication of draft Plan (start of pre submission consultation)																																						
	Examination process (including hearings and receipt of Inspector's report)																																						
	Adoption																																						

4. Supporting statement

4.1. The Government expects local authorities to use effective programme management techniques in progressing delivery of the LDF and producing the evidence base. This supporting statement helps explain the types of arrangements that are made to ensure delivery of the programme set out on the previous pages in terms of:

- (i) the development of a sound and robust evidence base
- (ii) the approach to community and stakeholder engagement
- (iii) sustainability appraisal (SA) and strategic environmental assessment (SEA);
- (iv) resources
- (v) review and monitoring
- (vi) risk assessment

Evidence base

4.2. The strategies, policies and proposals in DPDs must be founded on a robust, credible and organic evidence base. A considerable amount of data is available at a national level and a number of pieces of bespoke research will be carried out or commissioned by Wiltshire Council to gather local evidence. For example, to support the Wiltshire Core Strategy a number of topic papers were prepared which collectively summarised the evidence available at the time of the consultation document's publication. These draw upon existing published documents and comments received during consultation at earlier stages of the plan's preparation. They are available on the council's web site, <http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/wiltshirecorestrategyexamination.htm>, along with all the evidence submitted to the Inspector to accompany the submission of the Draft Core Strategy for examination.

4.3. In terms of the minerals and waste site allocations DPDs adopted in 2012, these were subject to extensive consultation and collation of evidence at all stages in the plan's preparation. Details of the evidence prepared to support the documents are available on the web site at <http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/mineralsandwastepolicy/aggregatemineralssiteallocations.htm> and <http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/mineralsandwastepolicy/wastesiteallocations.htm>.

4.4. Subject specific pieces of commissioned research to support the DPDs will be made available on the council's web site.

4.5. To inform the DPDs in the LDS a number of subject specific pieces of commissioned research are being undertaken including:

- Gypsy and Traveller Accommodation Assessment (GTAA) to support the Gypsy and Traveller DPD
- Wiltshire Open Spaces Study and a Town Centres study to support the Wiltshire Core Strategy partial review
- review and update of the Chippenham Transport Strategy to support the

Chippenham Site Allocations DPD.

Community and stakeholder engagement

- 4.6 The Wiltshire Statement of Community Involvement was adopted July 2015. Consultation on the proposed development plan documents will take place in accordance with the guidance that it contains. In preparing each stage of a DPD particular emphasis is placed on partnership working with organisations involved in the delivery and implementation of planning policies such as local economic partnerships, housing market partnerships and environmental partnerships.
- 4.7 Wiltshire Council has a network of 18 community areas each based around a market town (or towns where they are closely related) and their hinterlands. Each community area has an area board (with the exception of the three community areas of Wilton, Mere and Tisbury which are collectively covered by the South West Wiltshire community area board), which meets to discuss local issues and, although led by elected Members of Wiltshire Council, are open to the public to contribute. They are an important vehicle for learning about local issues that should be addressed through the development of DPDs and SPDs and raising awareness about how local communities can get involved in the development of planning policy.
- 4.8 The overall plan for the preparation of individual DPDs (table 3, above) indicates the key stages of the plan preparation process where stakeholders and the wider community will be engaged.

Sustainability appraisal

- 4.9 The development of DPDs and SPDs within Wiltshire will continue to be informed by sustainability appraisal. This is an iterative process that develops alongside the preparation of a DPD or SPD through which the economic, social and environmental effects of the plan being prepared are assessed. It incorporates the requirements of Strategic Environmental Assessment as required by EU SEA Directive 2001/42.
- 4.10 Local authorities are also required to carry out Habitats Regulation Assessment as part of the planning process under the Habitats Directive. This work will be carried out alongside DPD or SPD preparation as necessary to inform the policies and proposals they contain.

Resources - staffing

- 4.11 The Economic Development and Planning Service is responsible for the preparation of the council's development plan and all related guidance. Spatial planning officers work on a project basis to provide the resources to support the delivery of DPDs within the LDS from both within the service and in liaison with other council services (e.g. housing, sustainable transport, education).
- 4.12 In order to develop the relationship between the Wiltshire Core Strategy and the Area Boards network, officers within spatial planning have developed their responsibility for planning matters within designated Community Areas, working with the Area Boards where

appropriate.

- 4.13 A Service Level Agreement with Swindon Borough Council (SBC) is in place setting out joint working arrangements for minerals and waste planning matters. Under the terms of the Agreement, the council will continue to act as 'Lead Authority', with SBC providing pro-rata support in terms of resources.

Resources - budget

- 4.14 The cost of producing the documents within the LDS will need to be met from existing and future service budgets.
- 4.15 Partnership working across the council will be critical due to the crosscutting nature and relationship between the planning policy framework and other plans and strategies (e.g. Local Transport Plans and Flood Risk Management Plans). Internal partners, for example, from key services such as housing, sustainable transport, education and lead local flood authority officers and will be used to inform and develop the evidence base. This may include shared financial resources in order to produce studies /reports that are required by both services. Also, the knowledge and expertise of other service areas will be used to contribute to policy formation and validation of work undertaken at key stages. Finally, the Area Board network will be used wherever possible to support consultation events. Resources from outside the service will therefore also contribute towards the preparation of documents.
- 4.16 Any opportunities to secure external funding and support in kind will also be exploited where they arise.

Risk assessment

- 4.17 Risk assessment will be undertaken during the LDS period by senior managers and will consider mitigation and contingency measures that may need to be implemented in order to ensure that sound DPDs are prepared and developed in a timely manner. Significant risks that have been identified include:
- failure to secure consensus with members leading to key milestones being missed
 - changes to legislation and regulations delaying the plan making process
 - lack of an appropriate and up-to-date evidence base
 - insufficient resources (financial and staff) at critical points in the process

APPENDIX A: Document Profiles

DEVELOPMENT PLAN DOCUMENT PROFILES	
Chippenham Site Allocations DPD	
Role and subject	<p>Chippenham is a market town in the north of Wiltshire and has been allocated as a Principal Settlement within the Core Strategy. It is one of the largest towns in Wiltshire with excellent transport links, and close proximity to Bath and Bristol. The strategy set out in the Wiltshire Core Strategy allocates significant amounts of employment and housing to be provided within the town.</p> <p>The Site Allocations DPD specifically for Chippenham will be in line with the timescale of the Core Strategy setting out development to provide for housing need up to 2026. It will identify specific development sites, in the form of strategic sites, for Chippenham to fulfil the growth planned for the town over the period to 2026. The Plan may also present policies designed to enable the delivery of priority regeneration schemes as set out in the draft Chippenham Town Centre Masterplan. It will also review the settlement boundary to Chippenham. Any changes to the settlement boundary will be made in accordance with the approach used by the Wiltshire Housing Site Allocations DPD. It will include proposals and associated policies designed to be in general conformity with the emerging Wiltshire Core Strategy and National Planning Policy Framework. The Plan Area will focus on the built up area of Chippenham and its immediate surroundings.</p>
Geographic coverage	Wiltshire Chippenham community area incorporating parts of Corsham and Calne community area which are adjacent to the built area of Chippenham town.
Document type/status	Development plan document
Chain of conformity	Wiltshire Core Strategy, national policy
Timetable	
Stage	Dates
Initial consultation on the scope of draft plan	March - May 2014
Plan preparation (including evidence gathering and informal consultation)	May 2014 - February 2015
Publication of plan for pre-submission consultation	February 2015
Submission to Secretary of State	July 2015
Examination (including hearing and receipt of Inspector's report)	July 2015 - January 2017
Adoption	February 2017

DEVELOPMENT PLAN DOCUMENT PROFILES	
Wiltshire Housing Site Allocations DPD	
Role and subject	<p>The Wiltshire Core Strategy provides the context for the scale of growth in each community area but it is not specific in every community about the location of growth.</p> <p>The Wiltshire Housing Site Allocation DPD will be used to provide surety of housing delivery for the Wiltshire Core Strategy plan period and will be used to identify sites where there is a potential shortfall in supply on the horizon, or neighbourhood planning is failing to deliver the numbers required to meet local needs. In addition, the document will address the review of settlement boundaries currently outlined in the 'saved' policies of the existing district local plans.</p> <p>The document will share the same plan horizon as Wiltshire Core Strategy (i.e. 2026).</p>
Geographic coverage	Wiltshire (Site Specific)
Document type/status	Development plan document
Chain of conformity	Wiltshire Core Strategy, national policy
Timetable	
Stage	Dates
Initial consultation on the scope of plan	April 2014 - May 2014
Plan preparation (including evidence gathering and informal consultation)	May 2014 - May 2017
Publication of plan for pre-submission consultation	June 2017
Submission to Secretary of State	February 2018
Examination (including hearing and receipt of Inspector's report)	February - August 2018
Adoption	September/October 2018

DEVELOPMENT PLAN DOCUMENT PROFILES	
Gypsy and Traveller DPD (2014-2029)	
Role and subject	<p>The Gypsy and Traveller Site Allocations document through assessment and consultation will make provision for sufficient additional pitches in Wiltshire to meet local need.</p> <p>The identification of sites to meet Gypsy and Traveller needs will include an appraisal of current sites, and investigation and consultation exercise about new sites. This will form a spatial plan formally identifying new sites and sites that will be expanded to meet the Gypsy and Traveller community's needs.</p> <p>The key objectives and principles of the DPD will need to adhere to national policy. The spatial vision will take into account the different needs of groups within the Gypsy and Traveller community and propose a number of sustainable sites that are to either be improved or developed to contribute to the overall success of Wiltshire. Gypsy and Traveller pitch allocations form part of the affordable housing provision in Wiltshire.</p> <p>As part of the plan process a full Gypsy and Traveller Accommodation Needs Assessment will be carried out to inform both a review of the overall permanent and transit pitch requirements in the county and plots for travelling showpeople.</p>
Geographic coverage	Wiltshire
Document type/status	Development plan document
Chain of conformity	Wiltshire Core Strategy, national policy
Timetable	
Stage	Dates
Initial consultation on the scope of plan	April - May 2014
Plan preparation (including evidence gathering and informal consultation)	May 2014 - November 2017
Publication of plan for pre-submission consultation	December 2017
Submission to Secretary of State	August 2018
Examination (including hearing and receipt of Inspector's report)	August 2018 - February 2019
Adoption	March 2019

DEVELOPMENT PLAN DOCUMENT PROFILES	
Wiltshire Core Strategy (partial review) (2006-2026)	
Role and subject	<p>The purpose of the partial review of the Wiltshire Core Strategy will be to introduce further detailed development management policies to the adopted Wiltshire Core Strategy. It will involve a review and update of the saved 2011 local plan development management policies not replaced by the Wiltshire Core Strategy and developing additional locally distinctive policies to guide development within Wiltshire consistent with national policy. A key area of new policy will be to plan positively for all town centres in Wiltshire.</p> <p>All policies will be drafted to become part of the Wiltshire Core Strategy. It is not the purpose of the review to re-open discussion about other parts of the plan and will effectively be an addendum to the adopted Core Strategy.</p>
Geographical coverage	Wiltshire
Document type/status	Development plan document
Chain of conformity	National policy
Timetable	
Stage	Dates
Initial consultation on the scope of plan	April - May 2015
Plan preparation (including evidence gathering and informal consultation)	Under review
Publication of plan for pre-submission consultation	Under review
Submission to Secretary of State	Under review
Examination (including hearing and receipt of Inspector's report)	Under review
Adoption	Under review

GLOSSARY

A guide to the terminology used in this document

Annual Monitoring Report (AMR) - A report on how the council is performing in terms of the Local Development Framework. It includes a review of the Local Development Scheme's timetable and monitors the success of development plan document policies.

Community Infrastructure Levy (CIL) - A charge levied by the council on new development to fund the provision of infrastructure and wider community benefits. In order to charge the levy, the council must have an adopted CIL Charging Schedule. By mid 2014, the CIL will be the primary mechanism for securing financial contributions from developers.

Community Infrastructure Levy Charging Schedule - A document that sets out the council's charges on development to provide funds to support the delivery of infrastructure. The Charging Schedule must be based upon a robust evidence base (linked to the Infrastructure Delivery Plan and robust viability assessments) and subjected to meaningful consultation. The Schedule will be examined by an independently appointed assessor (generally the Planning Inspectorate); and if found sound, the council can then charge CIL.

Core Strategy - A Development Plan Document setting out the spatial vision and strategic objectives of the planning framework for an area.

Development Plan Document (DPD) - A document setting out the council's planning policies and proposals. They are subject to community involvement, consultation and independent examination. A sustainability appraisal is required for each development plan document.

Gypsy and Traveller Accommodation Assessment (GTAA) - An assessment of the accommodation needs of gypsies and travellers.

Local Development Document (LDD) - The documents that set out planning policies for specific topics or areas, which make up the Local Development Framework.

Local Development Framework (LDF) - A portfolio of local development documents including all those policies forming the framework for future development.

Local Development Scheme (LDS) - A timetable for the preparation of local development documents.

National Planning Policy Framework - The National Planning Policy Framework was published on 27 March 2012. The framework gives guidance to local councils in drawing up local plans and on making decisions on planning applications. This is a key part of the government's reforms to make the planning system less complex and more accessible, and to promote sustainable growth.

GLOSSARY (CONT.)

Neighbourhood Planning - The Localism Act, which received Royal Assent on 15 November 2011, introduced new rights and powers to allow local communities to shape new development by coming together to prepare neighbourhood plans.

Saved Plan - Under the Planning and Compulsory Purchase Act 2004, adopted Local Plan's have the status of "saved plans" until they are replaced by local development documents.

Saved Policies - The Government has set out procedures for saving adopted local plan policies beyond the period allowed in the Planning Act for saved Local Plans, until they have been replaced by policies in local development documents.

Spatial Planning - Includes economic, social and environmental issues as well as the physical aspects of location and land use.

Sustainability Appraisal (SA) - This is required under national legislation for emerging policy and include consideration of social and economic impacts as well as impacts on the environment. Wiltshire is producing a combined SA and Strategic Environmental Assessment (see below).

Statement of Community Involvement (SCI) - This is a document which sets out how the council will consult and involve the public at every stage in the production of the Local Development Framework. It also applies to major development control applications. The SCI is not a development plan document.

Strategic Environmental Assessment (SEA) - An appraisal of the impacts of policies and proposals on economic, social and environmental issues, required by European legislation. A combined SEA and Sustainability Appraisal is being undertaken for Wiltshire.

Supplementary Planning Document (SPD) - A Local Development Document which provides additional advice and information relating to specific policy or proposals in a Development Plan Document.