

Appendix 1: Local Development Scheme 2021

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Appendix 1 – Live Timetable

Introduction

This Local Development Scheme (LDS) sets out a ‘live’ timetable for preparing and reviewing the Southend-on-Sea (Southend) Development Plan to provide:

- An up-to-date statutory basis for determining planning applications (unless material considerations indicate otherwise);
- A long-term spatial planning framework for the Borough’s development, within which the Council, other agencies and key stakeholders can coordinate their investment programmes.

It will replace the current LDS which was adopted in 2020.

Existing Adopted Planning Policy

The Planning and Compulsory Purchase Act (2004) introduced a system of statutory Development Plan Documents (DPDs). These documents outline planning policy to manage development and related spatial matters.

Adopted local planning policy for Southend currently consists of:

- Core Strategy (2007);
- London Southend Airport and Environs Joint Area Action Plan (JAAP) (2014);
- Development Management Document (DMD) (2015);
- Essex and Southend-on-Sea Waste Local Plan (2017);
- Southend Central Area Action Plan (SCAAP) (2018); and
- a number of saved Borough Local Plan policies (1994) .

Emerging Planning Policy

A new Development Plan for Southend

The new development plan will comprise of the Southend New Local Plan (SNLP) and review of the Essex and Southend Waste Local Plan.

The South Essex Strategic Framework will provide the-subregional context within which more focused local development plans will be prepared and/ or reviewed, including the SNLP. The need for additional development plans to guide development and manage areas of growth and change will be kept under review (see Appendix 1).

South Essex Joint Strategic Framework

The six South Essex authorities (Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend Borough and Thurrock Borough Councils) are preparing a strategic framework for South Essex¹ through the Association of South Essex Authorities (ASELA) which will provide a context for the preparation of the six local planning authorities' local plans.

Southend New Local Plan

The SNLP will provide local development plan policies to address local issues and objectives. These policies will guide future planning applications decisions within the Borough of Southend.

In January 2019 an 'Issues and Options' document was published for consultation purposes as part of the first stage in the preparation of the SNLP. A Feedback report was published in September 2019. Once adopted the SNLP will promote and guide development in the Borough.

The SNLP will include a review of the Core Strategy, DMD, SCAAP and remaining Saved Borough Local Plan Policies, and will include a spatial strategy, development management policies, site allocations and policies map.

The need for additional development plan documents to supplement the SNLP will be kept under review. For instance, additional plans can be used to set out more detailed policies for specific areas or types of development where appropriate.

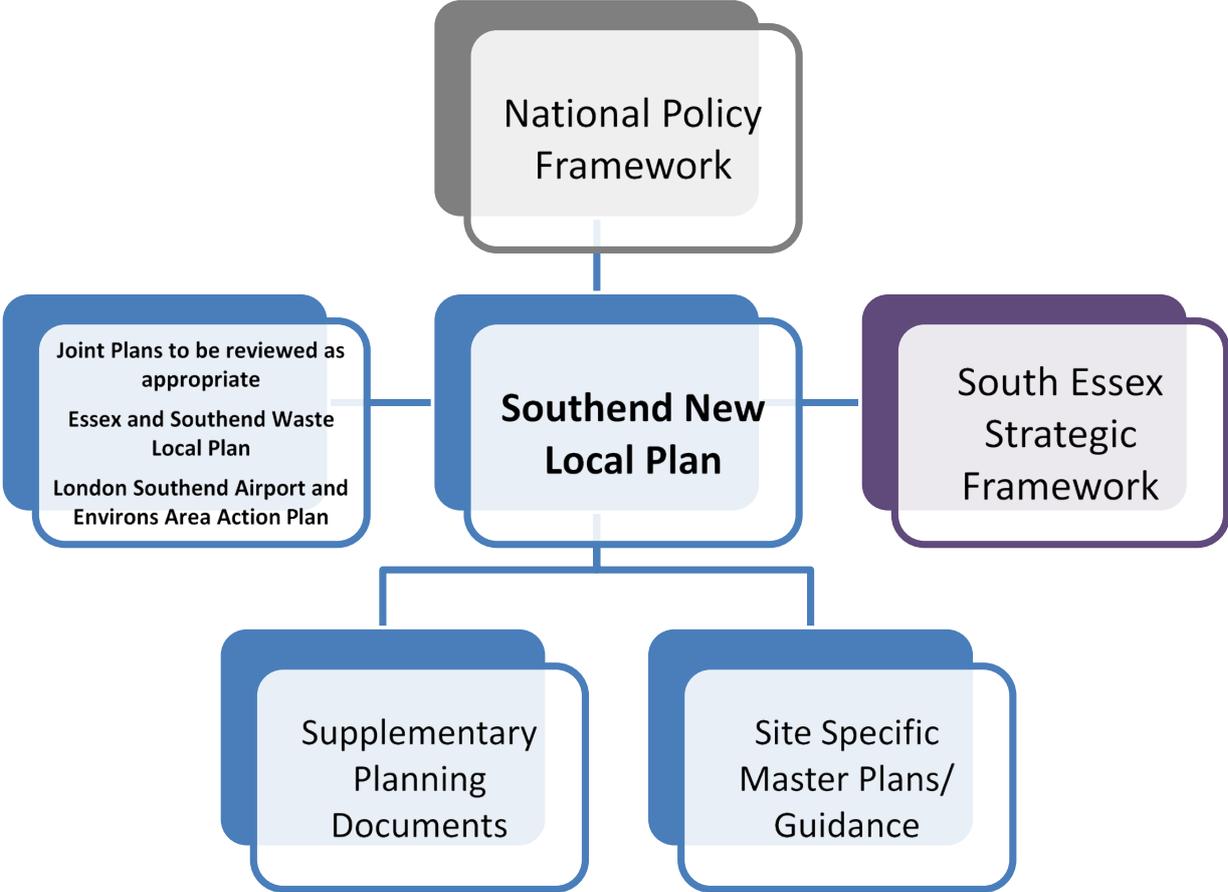
The current adopted joint area action plan for London Southend Airport and its Environs (JAAP 2014), prepared jointly with RDC, sets out planning policies up to 2031 and beyond. Its review may be as a separate document as the land straddles the administrative boundary with Rochford District Council.

The recently adopted Essex and Southend Joint Waste Local Plan (2017) will also be subject to its own separate review and will form part of the Southend wider development plan.

The emerging policy framework is depicted in **Diagram 1**.

¹ Basildon, Brentwood, Castle Point, Rochford, Southend and Thurrock working together with Essex County Council.

Diagram1: The Emerging Policy Framework²



Other Associated Planning Documents

The following documents together with the planning policy documents outlined above make up the family of plans comprising the Southend Local Planning Framework³, namely:

- **Statement of Community Involvement (SCI)** – The Southend SCI outlines the Council’s approach to community involvement and consultation in regard to planning policy documents and planning applications;
- **Annual Monitoring Report (AMR)** – reports on and reviews progress in preparing the Local Plan, including individual DPDs, and on the implementation and effectiveness of the Council’s planning policies, including the delivery of new housing and employment floorspace;
- **Supplementary Planning Documents (SPDs)** - provide additional guidance on Local Plan policies and proposals. The Council has adopted three SPDs: the

² The need for Supplementary Planning Documents and Site Specific Master Plans/ Guidance will be kept under review

³ Previously known as Local Development Framework (LDF)

Design and Townscape Guide SPD (2009) that provides guidance on design related issues for all development in Southend; the 'Planning Obligations' SPD (2015), which sets out the Council's approach towards Section 106 agreements and developer contributions; and the 'Streetscape Manual' SPD (2015), which provides guidance for the design and management of the Borough's streets, including street furniture and surfacing. The need for more detailed Supplementary Guidance and Masterplans will be kept under review, particularly the need for any Masterplan to guide major development proposals;

- **Community Infrastructure Levy (CIL)** - This document expands upon the infrastructure requirements identified in relevant planning policy documents and details a schedule of charges to be paid by developers to contribute towards the implementation of requisite infrastructure. The document states how the CIL legislation will be applied locally.

Local Development Scheme

The purpose of this LDS is to:

- i. provide a brief description of the planning policy documents to be prepared and the content and geographic area which they relate;
- ii. explain how different policy documents relate to one another as part of the planning framework;
- iii. set out the timetable for preparing policy documents, including the detail of the key milestones); and
- iv. provide information regarding the CIL (Charging Schedule) and its review.

There is not a requirement for the LDS to show what other documents, for example Supplementary Planning Documents or other non-statutory documents, the Council intends to produce.

Each document listed in **Appendix 1** has a timetable for preparation; these timetables are an approximation and may need to be revised in future, hence the timetable is categorised as 'live'.

Plan preparation will continue to be monitored and reviewed as part of the AMR process and interim live updates to the LDS timetable will be provided, where necessary, and published on the Council's website.

The key milestones in the production of DPDs are set out below⁴ :

1. Information gathering/ document preparation –

- The Local Planning Authority will collate evidence that will help inform the preparation of the document and supporting Sustainability Appraisal (SA). Initiating the SA, which will be used to appraise the DPD from a social, economic and environmental perspective, marks the formal commencement of the document. This stage may also involve informal consultation.

⁴ Nevertheless Plan preparation will have regard to and ensure conformity with the current Regulations that set out the statutory stages for local plan preparation.

- A range of options for the DPD are developed for consultation, community involvement and appraisal, this may include preferred options. This stage culminates in the publication of a document for public participation.
2. Community involvement / Public participation – public participation on the DPD, including on reasonable alternative options. It is essential that consultation with members of the public, delivery bodies, statutory organisations and other stakeholders is undertaken at an early stage in the production of the DPD so that engagement can be most effective. The scale of the consultation and methods undertaken at this stage will be appropriate to the issues being addressed by the particular DPD, indeed some DPDs may be subject to more than one public participation stage. The results of the community involvement and consultation at this stage will be used to develop the next iteration of the DPD.
 3. Consideration of consultation responses and preparation of document – the Council will review the responses to the public participation and consultation, and use the results, along with any new evidence, to aid the development of the next iteration of the DPD.
 4. Publication of proposed submission consultation –
 - Having regard to the evidence base, the results of previous consultation and community involvement, and appraisal of earlier iterations, the Local Planning Authority will prepare the proposed submission draft of the DPD with the aim of producing a “sound” document for submission to the Secretary of State.
 - At this stage the Council will publish what it considers to be a “sound” DPD i.e. one which is positively prepared, justified, effective, consistent with national policy, and legally compliant. A formal six-week consultation period provides an opportunity for stakeholders to comment on the soundness and legal compliance of the DPD.
 5. Submission of DPD to Secretary of State – following proposed submission consultation; the response to this, together with the DPD, a summary of previous community involvement and other supporting documents are submitted to the Secretary of State to be subjected to independent examination.
 - Independent Examination – the submitted DPD is then subject to independent examination conducted by the Planning Inspectorate (PINS) on behalf of the Secretary of State. PINS will consider responses to the proposed-submission consultation and determine whether the DPD is sound and legally compliant. The duration of the examination and timing of hearings will be determined by the issues arising and PIN’s scheduling and therefore is not plotted on the timetable. As part of the examination process modifications may be proposed, via the Planning Inspector, to ensure the Plan is sound that the Borough Council would need to consult upon.
 - Following examination PINS will submit a report to the Local Planning Authority on the DPD’s soundness and legal compliance. Once a fact check of the document has been completed, the Local Planning Authority will then publish

the Inspector's Report, which will include recommendations and reasons for these recommendations.

- Adoption – under the Council's constitution, a DPD must be adopted following a meeting of Full Council. As an approximation the period from submission to adoption may range from 9 to 12 months dependent on the content and scope of the DPD, issues arising during examination and scheduling of meetings.

Table 1 - Existing adopted planning policy and community infrastructure levy

Document	Status	Description	Geographical Coverage	Chain of Conformity	Date of Adoption
Core Strategy	DPD	Contains the council's vision for Southend and provides the strategic policy framework and growth targets to guide and promote all development in the Borough to 2021.	Borough Wide	National Policy	Dec 2007
London Southend Airport and Environs Joint Area Action Plan (JAAP)	DPD	Contains a policy framework, site allocations and proposals to deliver economic development and growth in and around London Southend Airport, including two business parks, in accordance with the vision and objectives in the Core Strategy and taking account of the broader objectives of the Thames Gateway south Essex regeneration area. (Plan prepared jointly with Rochford District Council)		With Core Strategy	Dec 2014
Development Management Document (DMD)	DPD	Contains detailed policies for the management of development in the Borough. A Policies Map will accompany this DPD to illustrate geographically the application of its policies.	Borough Wide	With Core Strategy	July 2015
Community Infrastructure Levy	Charging Schedule	To set out a charging regime for contributions to infrastructure.	Borough Wide	With Core Strategy	July 2015
Essex and Southend Waste local Plan	DPD	The document comprises a Core Strategy, site allocations and Development Management Policies. It sets out the vision, objectives and spatial strategy for dealing with waste in the Plan area up to 2032. Identifies locations for the provision of waste management sites and sets out the key development management policies that waste planning applications will be assessed against. (Plan prepared jointly with Essex County Council)	Administrative area of Essex County Council and Southend Borough Council.	National Policy	Oct 2017
Southend Central Area Action Plan (SCAAP)	DPD	Contains the policy framework, site allocations and proposals aimed at strengthening the role of Southend Town Centre and Central Seafront area as a successful place to live, work and visit. It also sets out the policy framework and proposals for adjacent residential areas. It is accompanied by an up-to-date Policies Map.	Southend Town Centre, Central Seafront and adjacent residential areas	With Core Strategy	Feb 2018

Table 2 – Emerging planning policy

Document	Status	Description	Geographical Coverage
Southend New Local Plan (SNLP)	DPD	<p>The SNLP will be prepared taking account of the South Essex strategic framework being developed through ASELA. The SNLP will provide detailed development plan policies to address local issues, including local objectives and mineral planning matters. These policies will guide future planning application decisions within the Borough of Southend.</p> <p>The SNLP will include a review of the Core Strategy, DMD, SCAAP, remaining Saved Borough Local Plan Policies and some of the strategic policies within the JAAP. Once adopted the SNLP will replace these planning documents.</p> <p>The Community Infrastructure Levy (Charging Schedule) will be reviewed as a separate document, having regard to the SNLP and its associated infrastructure requirements.</p>	Southend Borough Wide

Appendix 1

LOCAL DEVELOPMENT SCHEME – PROJECT TIMETABLES

These are live timetables that are subject to monitoring and will be updated as appropriate. (Q refers to the quarter of that calendar year)

Southend New Local Plan

STAGE	DATE *
Evidence base preparation	On-going
Call for Sites	On-going
Issues (and Options) Document public consultation	2019 Q1
Refining Options	2021 Q3
Preferred Approach Document public consultation	2022 Q3
Publication of Proposed Submission Document public consultation	2023 Q2
Submission to Secretary of State for independent examination followed by subsequent Examination and Adoption**	2023 Q4

* Q = calendar based yearly quarter (i.e. Q1: Jan-March, Q2: April-June, Q3: July-Sept, Q4: Oct-Dec) with the relevant stage commencing during this time period

**As an approximation, the period from submission to adoption may range from 9 to 12 months dependent on the content and scope of the plan, issues arising during examination and scheduling of meetings.