

**WELWYN HATFIELD LOCAL PLAN**

**LOCAL DEVELOPMENT  
SCHEME**

**JUNE 2014**

[www.welhat.gov.uk](http://www.welhat.gov.uk)

**WELWYN  
HATFIELD**  
BOROUGH COUNCIL



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# 1 Introduction

## 1 Introduction

### What is a Local Development Scheme?

- 1.1 The Local Development Scheme (LDS) provides information about the documents that will be prepared as part of the Welwyn Hatfield Local Plan.
- 1.2 This includes information regarding
- the documents which are currently being prepared, as well as those we intend to produce
  - the subject and geographical area each will cover
  - the timetable for the stages of preparation through to Adoption of these documents
- 1.3 The document(s) known as Development Plan Documents (DPDs) will set the planning policy framework for land use and development in the Borough up to 2031. These can be prepared as separate documents – Core Strategy, Site Allocations, Development Management policies and Area Action Plans – or comprise a single document incorporating all the strategic, site specific and development management policies for the borough - the Local Plan.
- 1.4 Supplementary Planning Documents form part of the planning framework for an area but do not form part of the development plan and do not have to be included in the LDS.
- 1.5 The first LDS for the Borough was published in 2005 and the timetable was updated in August 2012. The document can be viewed or downloaded from the council's website at <http://www.welhat.gov.uk/LDS>

### Why do we need one?

- 1.6 It is important that the local community, businesses and others with an interest in the future planning of this borough are aware of what type of DPDs and the timescale for their preparation. Although consultations on the Local Plan will continue to be advertised and interested parties notified in accordance with the council's adopted [Statement of Community Involvement](#), the LDS provides information in advance about when consultations are likely to happen.

### Will there be further revisions to the LDS?

- 1.7 The need to update the LDS is reviewed annually in conjunction with the preparation of the Annual Monitoring Report (AMR) which is published on the council's website. Any changes to the programme will be published on the council's website at [www.welhat.gov.uk/AMR](http://www.welhat.gov.uk/AMR).

## The Structure of the Document

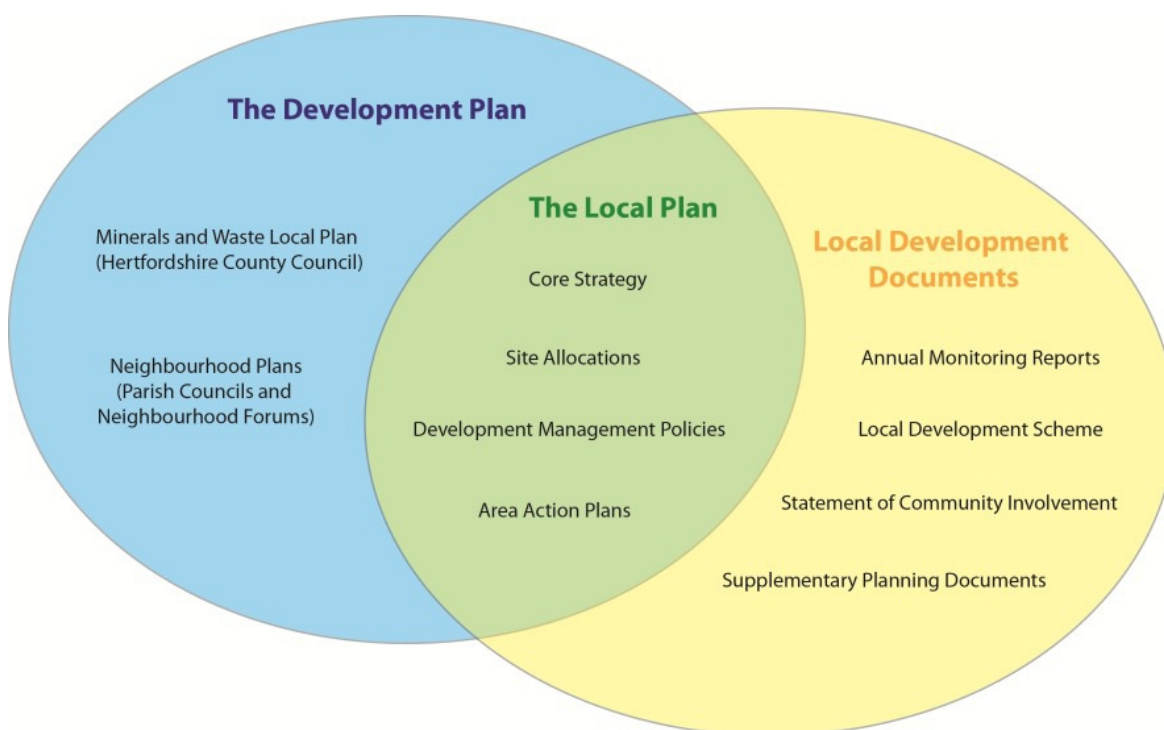
- 1.8** This document is set out in 6 sections. Following the introduction, section 2 sets out a short guide to the plan making system. Section 3 provides information on the different types of documents that have already been prepared as part of the planning framework for the borough, (previously called the Local Development Framework) as well as those that will be prepared over the next three years.
- 1.9** Section 4 provides more detail about the preparation of the Welwyn Hatfield Local Plan, with an overview of resources needed and a timetable with key milestones.
- 1.10** Section 5 provides a risk assessment to identify any risks and mitigation measures that might be needed to ensure that the preparation of the Local Plan DPD accords with the LDS timetable.

## Short guide to the Plan Making System

### 2 Short guide to the Plan Making System

#### What is the Development Plan?

**2.1** The Development Plan for a particular area consists of local Development documents (LDDs) or Development Plan Documents (DPDs) which shape development and manage land use. It is a legal requirement to produce an up to date Local Plan. Figure 1 and paragraphs 2.2 to 2.4 below illustrate the types of document which form part of the Development Plan and how the responsibility for preparing the Development Plan is split between the three tiers of local government. The Local Plan is the responsibility of district or unitary authorities. Neighbourhood plans are optional.



**Figure 1**

#### What is the role of Hertfordshire County Council in plan making?

**2.2** Hertfordshire County Council is the planning authority responsible for producing the Minerals and Waste Local Plans for the whole of Hertfordshire. These are specific topic based Development Plan Documents. The County Council has prepared a Minerals and Waste Development Scheme to set out the programme for their preparation. Information about Minerals and Waste Planning can be found at <http://www.hertsdirect.org/services/envplan/plan/>.

## Short guide to the Plan Making System

### What is the role of Welwyn Hatfield Borough Council in plan making?

- 2.3** Welwyn Hatfield Borough Council is the planning authority responsible for producing the Local Plan. The Local Plan can be a single document or a portfolio of documents including strategic policies, site allocations and development management policies covering housing, employment, retail, the environment and climate change, community and leisure and recreation. The Local Plan provides the policy basis for the determination of planning applications through the Development Management system.

### What is the role of Town and Parish Councils in Welwyn Hatfield in plan making?

- 2.4** New regulations in 2012 mean that Town and Parish Councils can produce a Neighbourhood Plan for their area which can identify where new development should be built. These plans can be adopted by Welwyn Hatfield and used to determine planning applications, however they must be in conformity with the Local Plan. Neighbourhood plans are not compulsory, however and where they are not produced the Local Plan continues to form the basis for decisions.

# Planning Policy Framework

## 3 Planning Policy Framework

### Existing position

#### The National Planning Policy Framework

- 3.1 The National Planning Policy Framework (NPPF) provides the Government's planning policies for England and states how these should be applied by Local Planning authorities and their communities. The Framework will be supported by National Planning Practice Guidance which is currently being revised and updated and which will replace existing guidance when published.

#### The Adopted Welwyn Hatfield District Plan 2005

- 3.2 The Welwyn Hatfield District Plan was adopted in April 2005. It provides a broad strategy for new development in the Borough and also sets out policies forming the basis for determining planning applications. The District Plan was automatically saved for three years after its adoption. This was extended after agreement by the Secretary of State and the District Plan [saved policies](#) continue to be part of the development plan. A number of policies were not saved because they duplicated government policy and were therefore not necessary. These are listed at [schedule of not saved policies](#).

#### The Emerging Welwyn Hatfield Local Plan

- 3.3 Work commenced on preparing the strategic policies of the Local Plan in 2005 culminating in consultation in 2012 on an Emerging Core Strategy. This set out the long term vision and the strategic policies to address; new affordable housing, jobs, shopping and leisure, community facilities, the environment, travel and infrastructure. The Core Strategy has been through the following stages listed below and all the work from this will inform the production of the Local Plan. In addition the council carried out consultation on options for sites for housing around Welwyn Garden City and Hatfield.

Preparation of the <a href="#">evidence base</a>	2005 and ongoing
<a href="#">Pre-Issues and Options</a> consultation	2006 to March 2009
<a href="#">Issues and Options</a> consultation	4 March to 11 May 2009
' <a href="#">How Many New Homes?</a> ' consultation	6 June to 18 July 2011
<a href="#">Emerging Core Strategy</a> consultation	12 November 2012 to 31 January 2013

# Planning Policy Framework

## The Statement of Community Involvement (SCI)

- 3.4 The first SCI was adopted in January 2007 and updated in 2013 due to changes in the planning system. It was subject to public consultation from November 2012 to January 2013 and following further amendments was adopted on 3<sup>rd</sup> December 2013. The SCI sets out the publicity and consultation procedures for the production of the Local Plan and in determining planning applications.

## Supplementary Planning Documents (SPDs)

- 3.5 SPDs are non statutory documents which have been prepared in accordance with the adopted Welwyn Hatfield District Plan and emerging policies in the Core Strategy and provide more detailed explanation and guidance in relation to policies and proposals in the development plan. The council has prepared the following SPDs since the first LDS was produced:

- Broadwater Road West SPD (December 2008)
- High View SPD (April 2011)
- Houses in Multiple Occupation SPD (February 2012)
- Planning Obligations SPD (February 2012)

## Neighbourhood Planning

- 3.6 New regulations in 2012 concerning neighbourhood planning make provision for the following

- Neighbourhood Development Plans
- Neighbourhood Development Orders
- Community Right to Build

- 3.7 The council is not responsible for their preparation and therefore no details can be included in the LDS.

## Annual Monitoring Report

- 3.8 The council publishes this document annually at the end of each year. The report monitors the effectiveness of the planning policies and proposals, provides information for the emerging Local Plan and monitors the progress of the Local Plan. The current AMR can be viewed at <http://www.welhat.gov.uk/AMR>.

## Local Plan Evidence Base

- 3.9 A robust evidence base is needed to support the planning policies in the emerging Local Plan. This is published in the form of background documents. Further information on the evidence base prepared so far is available on <http://www.welhat.gov.uk/evidencebase>.



## 3 Planning Policy Framework

### Future Local Plan Documents

- 3.10** This LDS sets out the programme for the production of the Welwyn Hatfield Local Plan. Our priorities are, building on the work already completed for the Core Strategy, to progress and adopt a single document. The Welwyn Hatfield Local Plan will bring together strategic policies, site allocations and development management policies.
- 3.11** The current Proposals Map is part of the Welwyn Hatfield District Plan 2005. This will be replaced and amended through the Welwyn Hatfield Local Plan, and will be known as the “Policies Map”.
- 3.12** A Sustainability Appraisal incorporating Strategic Environmental Assessment is a legal requirement for certain plans and proposals including the Local Plan and Neighbourhood Plans. Considerable work on this has already taken place to support the work already completed on the Emerging Core Strategy. The process of Sustainability Appraisal will continue through the progress of the Local Plan and associated documents as necessary.
- 3.13** We are not obliged to set out specific timescales for the preparation of further Supplementary Planning Documents or other documents in this LDS.
- 3.14** However, we are proposing to continue to the adoption of the Welwyn Garden City Town Centre North Supplementary Planning Document by September 2014. In addition we are proposing to prepare the following documents in the next few years which will update existing guidance:
- Design SPD
  - Parking Standards SPD
  - Planning Obligations SPD

# Welwyn Hatfield Local Plan Project Profiles

## 4 Welwyn Hatfield Local Plan Project Profiles

<b>DPD title</b>	<b>Welwyn Hatfield Local Plan and Policies Map</b>
Role and Subject	Sets out the vision, objectives and spatial development strategy for the borough to 2031. Includes strategic policies, specific strategic allocations and other site allocations and development management policies
Geographical Coverage	Borough wide
Status	Development Plan Document
Conformity	National Planning Policy Framework ( NPPF) and emerging National Planning Practice Guidance
Key public consultation	Core Strategy Issues and Options Paper March – May 2009 Core Strategy: Review of housing targets May/June 2011 Emerging Core Strategy; November 2012 – January 2013 Local Plan Consultation ( Regulation 18) November 2014 - December 2014 Local Plan Proposed Submission consultation November - December 2015
Staff Management	Head of Planning, Planning Policy and Implementation Manager and Planning Policy team
Political Management	Executive Member for Planning and Business, Cabinet Housing and Planning Panel, Cabinet and Full Council
Internal Resources	Planning Policy and Implementation Teams with wide ranging input across the council
External resources	Key stakeholders and service providers, consultants where relevant.

## Welwyn Hatfield Local Plan Project Profiles

Community and Stakeholder Involvement	In accordance with the adopted Statement of Community Involvement
Timetable for review	The Annual Monitoring Report (AMR) will assess the effectiveness of the policies in the Local Plan.

<b>Title</b>	<b>CIL Charging Schedule</b>
Role and Subject	The community infrastructure levy (CIL) came into force in April 2010. It allows local authorities to raise funds from developers undertaking new building projects in their area. The money is used to fund a wide range of infrastructure that is needed as a result of new development in the area.
Geographical Coverage	Borough wide
Status	Policy Document, part of the council's Local Development Framework
Conformity	Planning Act (2008), CIL Regulations, CIL Statutory Guidance (2013) and the NPPF
Key Public Consultation	Consultation on Preliminary Draft CIL Charging Schedule – Spring 2015/ Consultation on Draft CIL Charging Schedule – Spring 2016
Staff Management	Head of Planning, Planning Policy and Implementation Manager and Planning Policy team
Political Management	Executive Member for Planning and Business, Cabinet Housing and Planning Panel, Cabinet and Full Council
Internal Resources	Implementation Team with wide ranging input across the council
External resources	Key stakeholders and service providers, consultants where relevant.

## Welwyn Hatfield Local Plan Project Profiles

Community & Stakeholder Involvement	In accordance with the adopted Statement of Community Involvement
Timetable for review	Once adopted the CIL Charging Schedule will be reviewed every 3 – 5 years depending or in response to a change in market conditions.



## 6 Risk Assessment

### 6 Risk Assessment

It is important to identify any risk and measures to reduce risks to ensure that the timetable is adhered to.

Risk	Risk consequence	Sev 1-5	Lik 1-5	Risk Rating L,M,H	Revised Controls (To Reduce Risk)
Delay to the preparation of technical evidence, partners/ infrastructure providers unable to provide information in time	Delay to production of the Local Plan document and impact on 5 year land supply	4	3	<b>M</b>	Good implementation of project management procedures. Council and team prioritisation of Local Plan work. Seek agreement with partners and infrastructure providers on requirements for their commitments.
Council fail to agree Local Plan for consultation/ submission / adoption	Delay to production of the Local Plan document, loss of reputation, impact on 5 year land supply and planning by appeal	5	1	<b>M</b>	Ensuring Member agreement throughout the preparation process

## 6 Risk Assessment

Risk	Risk consequence	Sev 1-5	Lik 1-5	Risk Rating L,M,H	Revised Controls (To Reduce Risk)
Local Plan found unsound at examination	Delay to the adoption of Local Plan, no up to date planning policy frame work for the borough impact on 5 year land supply and planning by appeal	5	1	<b>M</b>	Make sure the DPD is produced in accordance with current legislative requirements and tests of soundness.
Legal Challenge to Local Plan	Delay to the Adoption of the Local Plan. Financial and Staff costs and impact on 5 year land supply	4	3	<b>M</b>	Ensure that Local Plan, the SEA and supporting documents are produced in accordance with regulations, including legal requirements, latest case law and the tests of soundness.

## 6 Risk Assessment

Risk	Risk consequence	Sev 1-5	Lik 1-5	Risk Rating L,M,H	Revised Controls (To Reduce Risk)
<p>Legal Challenge to Local Plan successful</p>	<p>Delay to the Adoption of the Local Plan, financial and Staff costs Impact on 5 year land supply and loss of reputation</p>	5	1	M	
<p>Lack of community and stakeholder support, Nature and scale of response to consultation unknown making it difficult to effectively plan resources.</p>	<p>Delay to production due to time required to dealing with responses</p>	2	4	M	<p>Ensure that the local community and other stakeholders understand the purpose of and are aware of the Local Plan throughout its preparation and that the Local Plan must be based on sound analysis of planning issues and the evidence.  Site specific proposals are likely to generate representations. Make sure there are adequate resources available to maintain sufficient engagement and assess the responses</p>



## 6 Risk Assessment

Risk	Risk consequence	Sev 1-5	Lik 1-5	Risk Rating L,M,H	Revised Controls (To Reduce Risk)
Change in staff resourcing	Delays caused by recruitment time lag	4	1	<b>M</b>	Good implementation of project management procedures, prioritisation of tasks and staff development
Insufficient staff resources	Delay to the timetable if staff not replaced	4	2	<b>M</b>	Prioritisation of the production of Local Plan with Corporate agreement to ensure sufficient staff resources available
Further budget reductions	Delay to the timetable	4	3	<b>M</b>	Ensure robust financial planning and value for money.

# 6 Risk Assessment

5	M	M	H	H	H
4	M	M	M	H	H
3	L	M	M	M	H
2	L	L	M	M	M
1	L	L	L	M	M
0					

← Likelihood

Severity →