

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

**2. TIMETABLE**

**2.1 Key Stages of Preparation**

2.1.1 The timetable for the Local Development Plan is divided into:

- Definitive stages – up to and including the statutory deposit stage, for which definite dates can be included
- Indicative stages – after the deposit stage, for which estimated dates can be included. These will be reconsidered following the deposit stage.

2.1.2 It is proposed that a tolerance of 2 months be allowed to provide some flexibility, before triggering the need for a formal amendment to the timetable.

2.1.3 The following timetable ~~assumes~~ reflects submission of the draft Review Report to Welsh Government by December 2017. The final Review Report ~~will~~ determines the main areas of the Plan where engagement needs to be focussed. The timetable anticipates 2.5 years to submission of the Replacement Local Development Plan to Welsh Government. The Planning Inspectorate has previously advised that the binding Inspector’s Report can be expected to be received by the Local Authority within approximately one year from submission of the Plan.

**2.1.4 Table 2 – Replacement Local Development Plan Timetable**

<b>DEFINITIVE STAGES</b>	<b>STEPS</b>	<b>START</b>	<b>END</b>
Review Report	<ul style="list-style-type: none"> <li>• Consider conclusions of Annual Monitoring Report and review &amp; update evidence base</li> <li>• Prepare Review report &amp; background documents &amp; seek WG informal view</li> <li>• Publish Review Report &amp; supporting documents for public consultation (8 weeks)</li> <li>• Submit to Welsh Government</li> </ul>	June 2017	December 2017
Delivery Agreement	<ul style="list-style-type: none"> <li>• Prepare &amp; publish Delivery Agreement for public consultation (8 weeks)</li> <li>• Agree revised Delivery Agreement with Welsh Government</li> </ul>	June 2017	<del>December 2017</del> May/June 2018

## APPENDIX 2

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Sustainability Appraisal scoping report	<ul style="list-style-type: none"> <li>• Review baseline information</li> <li>• Review indicators and objectives</li> <li>• Consider responses and revise</li> <li>• Council Approval</li> <li>• Publish</li> </ul>	June 2017	December 2017
Pre-Deposit Public Participation	<ul style="list-style-type: none"> <li>• Continue to update evidence base</li> <li>• Review site assessment criteria</li> <li>• Invite candidate site submissions &amp; maintain register of sites</li> <li>• Review Local Development Plan vision and objectives</li> <li>• Review Strategic Options and Preferred Strategy</li> <li>• Evaluate any sites submitted against the site criteria</li> <li>• Review original Sustainability Appraisal of the Options and Strategy proposed and recommend changes or improvements</li> <li>• Wellbeing Impact Assessment</li> <li>• Prepare Pre-deposit Local Development Plan document and Candidate Site Register, Review Report, Information Papers, Well-being Impact Assessment, Delivery Agreement, Test of Soundness self-assessment and Initial Sustainability Appraisal Report.</li> </ul>	December 2017	<del>August 2018</del> February 2019

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<p>Pre-Deposit Consultation</p>	<ul style="list-style-type: none"> <li>• Publish the Pre-deposit Local Development Plan documents including the Candidate Site Register, Review Report, Information Papers, Well-being Impact Assessment and Initial Sustainability Appraisal Report</li> <li>• Statutory Consultation (8 weeks)</li> <li>• Consider Responses &amp; amendments to Pre-deposit Local Development Plan documents</li> <li>• Prepare Initial Consultation Report following consultation</li> <li>• Agree Preferred Option/Strategy and Sustainability Appraisal</li> </ul>	<p><del>October 2018</del> April 2019</p> <p>Statutory consultation - <del>October 2018</del> April 2019</p>	<p><del>April 2019</del> July 2019</p> <p>Statutory consultation - <del>November 2018</del> May 2019</p>
<p>Local Development Plan Deposit consultation</p>	<ul style="list-style-type: none"> <li>• Review more detailed policies &amp; allocations for the Deposit Plan not included at Pre-deposit stage</li> <li>• Review Sustainability Appraisal of Deposit Local Development Plan policies</li> <li>• Review and update 1st Plan Habitats Regulations Assessment Screening &amp; Assessment</li> <li>• Review and update the Pre-deposit Local Development Plan Well-being Impact Assessment</li> <li>• Prepare &amp; publish Deposit Local Development Plan document &amp;</li> </ul>	<p><del>May</del> August 2019</p> <p>Statutory consultation - <del>October 2019</del> January 2020</p>	<p><del>November 2019</del> February 2020</p> <p>Statutory consultation - <del>November 2019</del> February 2020</p>

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	<p>Sustainability Appraisal Report, Habitats Regulations Assessment, Candidate Sites Register, Review Report, initial Consultation Report, Alternative Sites Register, Information Papers</p> <ul style="list-style-type: none"> <li>• Statutory consultation (8 weeks)</li> </ul>		
<b>INDICATIVE STAGES</b>			
Submission	Submit revised Local Development Plan and supporting document to Welsh Government and the Planning Inspectorate		<p><del>Spring 2020</del> Autumn 2020</p>
Examination	Independent examination led by Planning Inspectorate		<p>Autumn 2020 – Autumn 2021</p>
Adoption	Adopt revised Local Development Plan		<p><del>Spring 2021</del> Autumn 2021</p>
Annual Monitoring Report	Prepare, publish and submit Annual monitoring Report		Annually

2.1.5 The timetable anticipates adoption of the replacement Plan in ~~Spring~~ Autumn 2021, ~~prior to~~ after the expiration of the current adopted Local Development Plan in June 2021.

2.1.6 **Table 3 - Consultation/Notification methods for each key stage of preparation**

Consultation/notification Stage	Method
Publication of the Review Report, Delivery Agreement and Sustainability Appraisal	<ul style="list-style-type: none"> <li>• Website</li> <li>• Written notification by email/letter to mailing list consultees (including those listed in Appendix 3 – consultation groups)</li> <li>• Press release</li> <li>• Web access available at public libraries</li> <li>• Documents available at libraries and one-stop-shops</li> </ul>

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Invite candidate site submissions	<ul style="list-style-type: none"> <li>• Website</li> <li>• Written notification by email/letter to mailing list consultees (including those listed in Appendix 3 – consultation groups)</li> <li>• Press release</li> </ul>
Pre-deposit Plan consultation	<ul style="list-style-type: none"> <li>• Website</li> <li>• Written notification by email/letter to mailing list consultees (including those listed in Appendix 3 – consultation groups)</li> <li>• Press release</li> <li>• Web access at public libraries</li> <li>• Documents available at libraries and one-stop-shops</li> </ul>
Deposit Plan consultation	
Submission to Welsh Government for Examination	
Publication of the Inspector’s Report	
Adoption	

**2.2 Resources**

2.2.1 Responsibility for the Local Development Plan preparation sits within the Strategic Planning and Housing Team of Denbighshire’s Planning & Public Protection Service. The Team is comprised of a manager, ~~five~~ **four** planning officers (three part-time ~~and~~ one full-time ~~and one fixed term contract post~~), two strategic housing officers and one technical support officer. The team’s Strategic Housing officers are not directly involved in the preparation of the Local Development Plan but will have a significant input in the housing elements of the Local Development Plan.

2.2.2 The Strategic Planning and Housing Team also co-ordinate and administer a steering group of elected Members, which meets on a 4-6 weekly basis providing input and a steer on the content and process for the Local Development Plan and any other planning policy documents (eg Supplementary Planning Guidance, Site Development Briefs etc). This steering group is not a decision-making body but makes recommendations to Planning Committee and Council where the process requires formal approval or decisions.

**2.3 Risks**

2.3.1 There are various risks to the ensuring adherence to the timetable set out above and these are identified in Appendix 2. These risks may be from internal or external sources and include those over which the Local Authority may have limited influence. Possible mitigation measures have been identified for each of the risks and it is proposed that a

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tolerance of two months be built into the timetable to allow for flexibility without formal amendment to the Delivery Agreement.

#### **2.4 Monitoring and Review**

##### **2.4.1 Delivery Agreement**

2.4.2 The Delivery Agreement will be reviewed if:

- The Plan preparation process falls more than 2 months behind schedule
- Significant changes are required to the Community Involvement Scheme
- Significant changes occur in the resources available to carry out Plan preparation.

2.4.3 Within three months of the end of the Deposit consultation period, an updated timetable showing definitive dates for the indicative stages of the Plan process will be submitted to Welsh Government for agreement.

##### **2.4.4 Local Development Plan**

2.4.5 Denbighshire County Council will produce an Annual Monitoring Report (AMR) in October each year following adoption of the replacement Local Development Plan, which will assess how effectively the policies and proposals of the Local Development Plan are performing and highlight any need for modifications. Once produced, the AMR will be published on the Council's website.

2.4.6 Following adoption of the Local Development Plan, a review should take place within 4 years but may commence earlier if significant changes in national policy or local context occur or significant issues arise from the AMR.