

 Council 1st December 2011		Agenda Item No. 4
Title	Annual Monitoring Report & Review of Local Development Scheme	
For further information about this report please contact	Daniel Robinson Planning Officer Policy, Projects & Conservation, Development Services	
Wards of the District directly affected	All	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	
Date and meeting when issue was last considered and relevant minute number	Executive 6 th January 2011, Executive 14 th September 2011, minute no. 56	
Background Papers	Annual Monitoring Report (previous years) www.warwickdc.gov.uk/amr Local Development Scheme (current) www.warwickdc.gov.uk/lds	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	Yes
Included within the Forward Plan? (If yes include reference number)	No
Equality & Sustainability Impact Assessment Undertaken	No

Officer/Councillor Approval		
Officer Approval	Date	Name
Relevant Deputy Chief Executive	22/11/11	Bill Hunt
Chief Executive CMT	23/11/11	Chris Elliott
Section 151 Officer Monitoring Officer	22/11/11	Mike Snow Andrew Jones
Finance		Mike Snow
Portfolio Holder(s)	21/11/11	Councillor Hammon and Councillor Caborn
Consultation & Community Engagement		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 This report seeks approval for the Annual Monitoring Report 2011 (AMR) to be submitted to the Secretary of State in accordance with the Local Development Regulations. The AMR assesses the extent to which existing planning policies and proposals are being implemented against a range of indicators.
- 1.2 The AMR also monitors progress on the preparation of planning policy documents and therefore informs the review of the Council's Local Development Scheme (LDS). This is a project plan that outlines what planning policy documents the Council intends to prepare. The Council approved its current LDS in January 2011 and this was brought into effect in February 2011 following its submission to the Secretary of State.
- 1.3 This report also therefore seeks approval for a revised LDS to be submitted to the Secretary of State in light of progress that the Council has made during 2011, and changes agreed by Executive in September to the Local Plan timetable.

2. **RECOMMENDATION**

- 2.1 That Council approves the Annual Monitoring Report for submission to the Secretary of State.
- 2.2 That Council approves the draft Local Development Scheme, including the project plans attached as **Appendix A**, for submission to the Secretary of State and approves that the Local Development Scheme shall have effect as from the date when the Secretary of State notifies the Council that he does not intend to direct the authority to amend the Scheme.
- 2.3 That Council delegates authority to the Head of Development Services, in consultation with the Development Portfolio Holder, to agree any further minor amendments to the Local Development Scheme prior to, or after submission to the Secretary of State.
- 2.4 That Council notes that this report should be considered in conjunction with the separate report, entitled Interpreting the Vision – Development of the Local Plan elsewhere on the agenda as it is the LDS that will contain the timetable that is pertinent to the development of the Local Plan.

3. **REASONS FOR THE RECOMMENDATION**

Annual Monitoring Report

- 3.1 The Council are required to submit an Annual Monitoring Report (AMR) to the Secretary of State each year. The AMR records the extent to which the Council's planning policies are achieving their objectives having regard to a range of indicators. The 2011 AMR therefore monitors

progress on the implementation of key policies from the adopted Local Plan, as well as its supporting Supplementary Planning Documents, for the monitoring period April 2010 to March 2011.

- 3.2 In line with Government guidance, the AMR records progress towards meeting targets or milestones originating from local, regional or national policy. This includes progress towards meeting the Structure Plan employment land requirements, the adopted Regional Spatial Strategy housing requirements and the Corporate Strategy target for the provision of affordable housing.
- 3.3 The Executive Summary of the AMR provides a summary of performance against the detailed indicators. The complete AMR is attached to this report as **Appendix B**.

Local Development Scheme

- 3.4 The AMR also records the Council's progress in preparing planning policy documents as set out in its Local Development Scheme (LDS). This annual review provides an opportunity to update the LDS in light of progress made during the year. The current LDS was approved by Executive in January 2011. The draft proposed LDS is set out in full in **Appendix A**.
- 3.5 The factors that have resulted in the requirement to amend the timetable for the Local Plan (Core Strategy) in the LDS were set out in the report to September Executive (Interpreting the Vision – The Way Forward to 2028), and a revised draft timetable was also included. In this context, and as progress is being made towards achieving this timetable, no further revisions are recommended at this stage.
- 3.6 It is important for the Council to set out its programme for other planning policy documents that will be required to support the Local Plan after its adoption. As agreed by Executive last year, work has already commenced on an Area Action Plan for Warwick Town Centre. Its timetable is amended to reflect the current position and the revised timetable for the Local Plan, as the process onwards to adoption of the Area Action Plan is recommended to be aligned with the Local Plan in order to potentially reduce the costs of examination by an Inspector.
- 3.7 As also agreed previously, an Area Action Plan for Leamington Town Centre is to be prepared recognising the need to plan for the longer term strategic retail, office and leisure requirements of the District, and address wider issues such as regeneration, conservation and transportation. The changes and delay in the process of preparation of the Local Plan mean that resources will not be freed up to commence this work in 2012 and it is therefore recommended to be deferred for 12 months to commence in 2013.
- 3.8 These changes will create additional capacity towards the end of 2013 to begin preparation of further area action plans, for example for Kenilworth town centre or the deprived wards, or assist in the preparation of

neighbourhood or parish plans as indicated within the Localism Act and Draft National Planning Policy Framework. However, it is considered appropriate to await until the Localism Act is fully enacted and details of the process for bringing forward neighbourhood plans are finalised, before further development plan documents are proposed.

- 3.10 There is a possibility that minor changes may be required either before submitting the LDS to the Secretary of State or following their response. In the light of this, and so as not to delay the LDS coming into effect, it would be prudent to allow for authority to be given to the Deputy Chief Executive, in consultation with the Development Portfolio holder, to agree any minor changes to the document that may need to be made. Should any change of substance to the document be required, these changes will be brought back to Executive for approval.

4. **POLICY FRAMEWORK**

- 4.1 The Annual Monitoring Report will help to inform the development of future planning policy within the District and the Local Development Scheme will set out the programme for the preparation of the Council's planning policy documents. All such planning policy documents that are prepared will need to align with the Sustainable Community Strategy and the Council's Corporate Strategy where appropriate.

5. **BUDGETARY FRAMEWORK**

- 5.1 There are no additional budgetary implications resulting from the preparation of the Annual Monitoring Report as this is undertaken using existing staff resources.
- 5.2 In relation to the Local Development Scheme, one of its roles is to make clear the priorities of the Council in terms of its programme of future planning policy work and how these will be resourced and managed. There are inevitably resource implications of preparing policy documents, however, it has to be recognised that the alternative of not having an up-to-date planning policy framework in place would be more likely to result in the Council incurring far greater costs in terms of handling planning applications and defending its planning decisions at appeals. Moreover, having a framework in place, particularly for the town centres, will enable the Council to more appropriately plan and deliver greater efficiency in terms of its use of its assets and those of other public and private sector partners.
- 5.3 The proposed planning policy documents contained within **Appendix A** will therefore have resource implications for the Council in terms of staff time, as well as financial implications in terms of costs of publicity, preparation of consultation material, consultation exercises, and potential consultant time or legal advice in terms of providing technical evidence/opinion to support the documents. In addition, the Council must also meet the Planning Inspectorate's costs in examining the documents which are currently set at £993 per day. By way of example, the costs for examining the Local Plan are estimated at £100,000.

- 5.4 The resource implications in terms of staff can be addressed within the existing budgetary framework and will be reflected within future service delivery plans. However, the financial implications are more difficult to quantify as until further consultation has taken place it is not possible to know what issues will require to be addressed and therefore what further support might be required. It is only possible therefore to make estimations at this stage and the following table sets out the estimated costs required to deliver the policy documents set out in **Appendix A**.

Year	Key Tasks	Costs (est.)
11/12/13	Evidence to support Local Plan/Warwick Town Centre Area Action Plan (e.g. infrastructure, affordable housing viability and sustainability work)	£151,000
13/14	Public Examination of Local Plan/Warwick Town Centre Area Action Plan, preparation of Leamington Town Centre Area Action Plan	£170,000
15/16	Evidence to support Leamington Town Centre Area Action Plan and Public Examination	£83,000

- 5.5 Costs associated with the preparation of the Local Plan in 2010/11 and 2011/12 were met by the Planning Appeals Reserve through £124,000 that had been approved previously. In January 2011, Executive approved the allocation of a further £280,000 from the Planning Appeals Reserve to meet the costs of the preparation of the Local Plan and town centre plans during 2012/13 and 2013/14.

- 5.6 The decision to prepare the planning policy documents set out in **Appendix A** will therefore have financial implications for the Council which will need to be taken into consideration in future budgetary decisions.

6. **ALTERNATIVE OPTION CONSIDERED**

- 6.1 It is a requirement that the Council prepares and submits an Annual Monitoring Report and that it regularly updates the Local Development Scheme (LDS). As an alternative option to the proposed revisions to the LDS, the Council could choose to vary the timetable for the Local Plan or not proceed with its Area Action Plans for Warwick and Leamington town centres. However, this could potentially leave the District without an up-to-date planning policy framework and could result in ad hoc planning decisions being taken regarding various developments to the detriment of the town centres, local communities and/or the environment.