

A Local Plan for

# Lancaster District

2020 – 2031

Plan period 2011 - 2031



**Local Development  
Scheme**  
[September 2021]

**Shaping  
a better future**

**LANCASTER  
CITY COUNCIL**  
Promoting City, Coast & Countryside

## Version Control

Version	By	Date	Comment
0.0	Lancaster City Council	March 2005	Document to meet new planning legislation
1.0	Planning & Housing Manager	March 2007	Refresh in order to meet legal obligations to keep the LDS up to date
2.0	Planning & Housing Manager	April 2010	Refresh in order to meet legal obligations to keep the LDS up to date
3.0	Planning & Housing Manager	April 2012	Refresh in order to meet legal obligations to keep the LDS up to date
4.0	Planning & Housing Manager	October 2013	Refresh in order to meet legal obligations to keep the LDS up to date
5.0	Planning & Housing Manager	Sept 2015	Refresh in order to meet legal obligations to keep the LDS up to date
6.0	Planning & Housing Manager	May 2016	Refresh in order to meet legal obligations to keep the LDS up to date. Endorsed by PPCLG
7.0	Planning & Housing Manager	October 2016	Update timetable Endorsed by PPCLG
8.0	Planning & Housing Manager	August 2017	Refresh in order to meet legal obligations to keep the LDS up to date. Endorsed by PPCLG
9.0	Planning & Housing Manager	September 2017	Refresh in order to meet legal obligations to keep the LDS up to date (revision to AONB DPD Publication date)
10.0	Planning & Housing Manager	1 May 2018	The decision to " <i>amend, update, and publish</i> " the Council's Local Development Scheme, now containing the specific commitment to prepare an Area Action Plan DPD for the BGV, was made, by means of an Executive Decision of the Cabinet Portfolio Holder
11.0	Planning & Housing Manager	September 2018	Amendment to the timetable
12.0	Planning & Housing Manager	January 2019	Amendment to the timetable
13.0	Service Manager - Planning & Housing Strategy	29 July 2020	Amendment to the timetable following adoption of the Local Plan 2011-2031, additional of new Air Quality & Low Emission SPD as well as additional PANs.
14.0	Service Manager - Planning & Housing Strategy	February 2021	Amendment to the timetable
15.0	Service Manager - Planning & Housing Strategy	September 2021	Amendment to the timetable an updates to progress on DPDs and SPDs

## How we review this document

The Planning and Housing Policy Manager will facilitate the review as and when required to ensure that its currency is maintained. This will involve:

1. Approval from Senior Service Management
2. Endorsement by Portfolio Holder for Planning Policy
3. Publication (on Council's Website). Delegated to the Service Manager- Planning and Housing Strategy

This document, and all other documents which form the emerging Lancaster District Local Plan are, or can be made available in large copy print, audio cassette, Braille or languages other than English. All requests for copies of Local Plan documents in different formats should be made in the first instance to:

Planning and Place Service  
Directorate of Economic Growth and Regeneration  
Planning and Housing Policy Team,  
Lancaster City Council,  
Lancaster Town Hall,  
Dalton Square,  
Lancaster,  
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Tel: 01524 582383  
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The Council will meet the cost of any reason able request for providing Local Plan documents in different formats. This edition of the Local Development Scheme for the Local Plan for Lancaster District has been published by Lancaster City Council.

## Table of Contents

1.0	INTRODUCTION.....	4
	Background.....	4
	Geographical Description of Lancaster District.....	5
2.0	THE NATIONAL PLANNING SYSTEM.....	7
3.0	THE LOCAL PLAN FOR LANCASTER DISTRICT .....	8
	Table 1 - Schedule of existing, in preparation and or proposed Local Plan Development Plan Documents.....	11
	Table 2 - Schedule of existing, in preparation and or proposed Local Plan Development Plan Documents Supplementary Planning Documents .....	13
	Table 3 - Schedule of existing, in preparation and or proposed Planning Advisory Notes (PANs) .....	14
	Table 4 – Other Planning Documents.....	16
4.0	TIMETABLE FOR PREPARING THE REVIEW OF THE LOCAL PLAN FOR LANCASTER DISTRICT .....	18

## 1.0 INTRODUCTION

### Background

1.1 The **Local Plan for Lancaster District** sets out how planning applications should be decided, identifies areas for development and areas which should be protected from development because of their environmental, social and/or economic value. It will be made up of a number of different documents. The Local Plan documents are:

1. **Local Plan Part One Strategic Policies & Land Allocations DPD:** Accompanied by a policies map that shows sites that will be developed or protected from development
2. **Local Plan Part Two Development Management DPD:** Provides the policies which are used to consider planning applications
3. **Local Plan (3) Morecambe Area Action Plan:** Describes actions to support regeneration in the central area of Morecambe
4. **Local Plan (4) Arnside and Silverdale AONB Plan:** Allocates land for development and provides additional policies that are relevant to this particular area of high landscape value.
5. **Local Plan (5) Lancaster South Area Action Plan DPD** Allocates land for the Bailrigg Garden Village and Lancaster University growth and sets out how sustainable development is to be achieved.
6. **Local Plan (6) Gypsy and Traveller Accommodation DPD:** Policies that consider in detail how to meet the needs for Gypsies and Travellers sites. The accommodation needs of Travelling Show People will also have to be addressed.

Additionally, Supplementary Planning Documents (SPDs) will provide further guidance on specific sites or complex issues and are linked to specific local plan policies. SPDs are a material consideration in planning decisions but have less weight than the local plan policies.

1.2 This **Local Development Scheme (LDS)** sets out the timetable for preparing documents to be included in the Local Plan review. It describes progress on the recent adoption of the Local Plan and describes intentions for preparing further detailed advice on other specific planning issues. This LDS updates and replaces the February 2021 edition.

1.3 The Local Development Scheme provides the following information.

- An introduction, describing the context for local plan preparation in Lancaster District;
- A description of which documents Lancaster City Council is preparing; and
- A timetable for preparing each Development Plan Document (DPD) and Supplementary Planning Document (SPD).

1.4 This Local Development Scheme is published on the City Council's website at <https://www.lancaster.gov.uk/planning/planning-policy/about-local-plan>. Questions about the LDS, or the preparation of the Local Plan for Lancaster District should be sent to [planningpolicy@lancaster.gov.uk](mailto:planningpolicy@lancaster.gov.uk) or alternatively, contact the planning policy team on 01524 582383.

### Geographical Description of Lancaster District

- 1.5 Lancaster District is located in the north of Lancashire, with South Lakeland (in Cumbria) to the north, Craven (in North Yorkshire) to the east and Ribble Valley and Wyre (in Lancashire) to the south. The district contains the historic town of Lancaster, coastal town of Morecambe and market town of Carnforth. It also has a rural hinterland in the Lune Valley.
- 1.6 The district includes a number of pieces of strategic transport infrastructure; this includes the M6 motorway between Scotland and Birmingham, the West Coast Mainline providing rail services between Scotland and London, the Furness Line providing rail services between Barrow-in-Furness, via Carnforth onto Manchester, the Leeds to Morecambe Line, and, the Port of Heysham providing passenger ferry services to and the Isle of Man and freight services to Ireland and the Isle of Man.
- 1.7 Lancaster contains significant parts of two Areas of Outstanding Natural Beauty (AONBs). Arnside and Silverdale AONB, on the shores of Morecambe Bay in the north-west of the district and the Forest of Bowland AONB, in the upland areas in the south-east of the district. Part of the Arnside and Silverdale AONB is within South Lakeland District Council. Parts of the Forest of Bowland AONB are within the districts of Craven, Ribble Valley, Wyre, Pendle and Preston.
- 1.8 These Areas of Outstanding Natural Beauty are of national importance and have the highest status of protection in relation to landscape and scenic beauty. The national importance and environmental sensitivity of these areas means that development needs have to be met in a way which reflects their special landscape characteristics. Figure 1 below provides a plan of the district which highlights the above characteristics.
- 1.9 From 1st August 2016 the Yorkshire Dales National Park was extended to include the part of Lancaster District that is to the north east of Cowan Bridge and the A65. The Yorkshire Dales National Park Authority will have responsibility for making planning policies and making planning decisions in this part of the district.



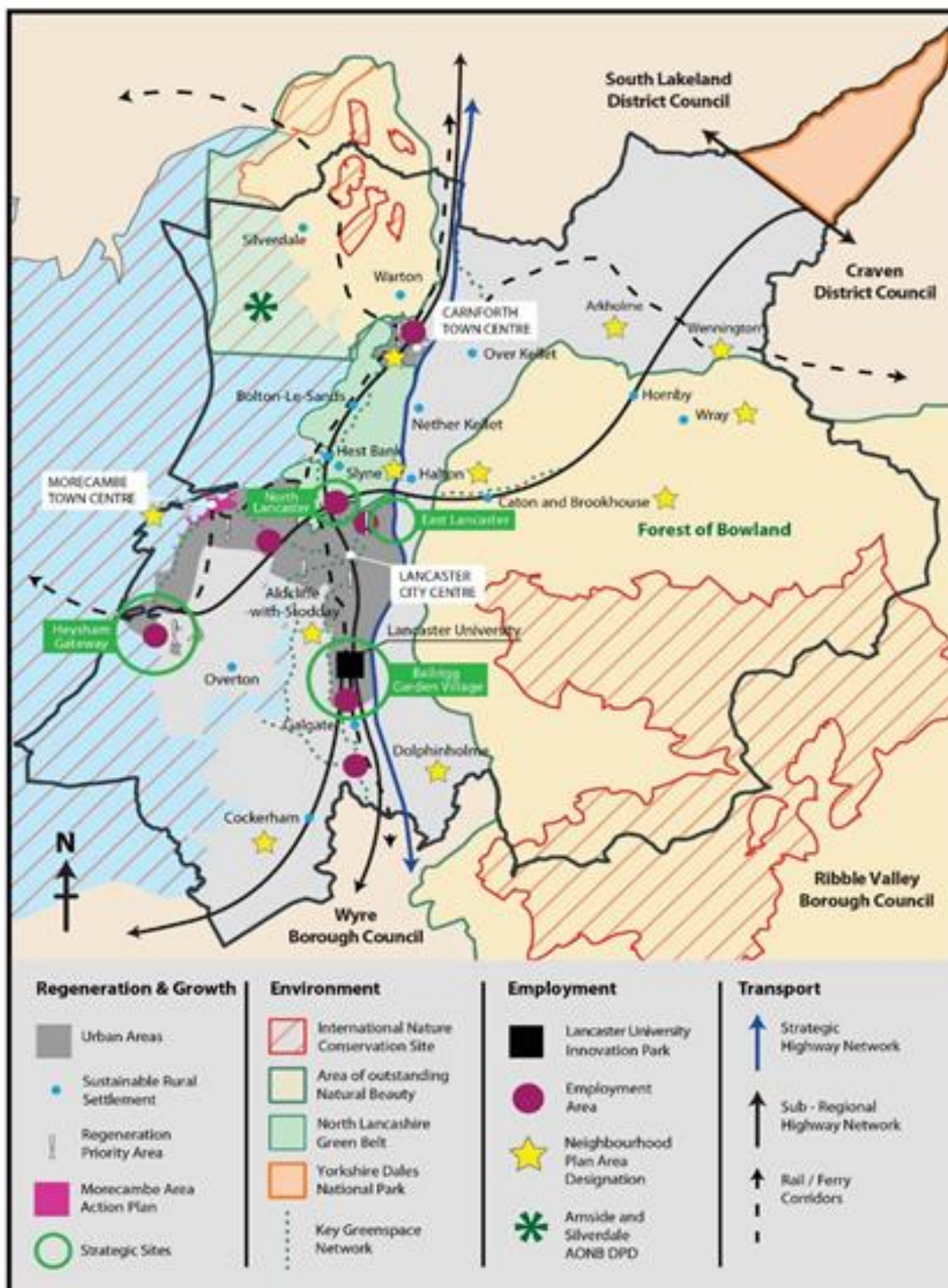


Figure 1: Lancaster District

## 2.0 THE NATIONAL PLANNING SYSTEM

- 2.1 The [Planning and Compulsory Purchase Act \(2004\)](#) introduced a system for local planning authorities to prepare a Local Development Framework (LDF). The LDF was to be made up of a number of separate planning documents, starting with a Core Strategy, which would set strategic policies that set out how much development was required and the principles for directing this to location within the district. The documents prepared as part of the LDF were to be known as Development Plan Documents (DPDs).
- 2.2 In 2010 this planning system was changed significantly. The following national planning guidance and legislation is key in preparing a local development plan.
- The [Localism Act](#) (2011) which introduced neighbourhood planning powers; revoking the regional tier of planning (Regional Spatial Strategies) and introduced a 'Duty to Co-operate' for local authorities, their neighbours and other key stakeholders.
  - The [National Planning Policy Framework](#) (NPPF), which was updated in July 2021, and the accompanying [National Planning Practice Guidance](#) (PPG), replaces all previous planning policy guidance and establishes a guiding principle of presumption in favour of sustainable development.
- 2.3 The NPPF refers to documents that make up the statutory plan for local planning authorities as a [Local Plan](#). Lancaster City Council has prepared a Local Plan for Lancaster District and is currently undertaking a partial review of this in relation to the climate change agenda. The NPPF must be taken into account in the preparation of local and neighbourhood plans and it is a material consideration in planning decisions.
- 2.4 The Localism Act introduced a [Duty to Co-operate](#) which requires planning authorities and other public bodies to actively engage and work jointly on identifying and resolving strategic issues. Lancaster City Council co-operates actively on an ongoing basis with the neighbouring districts of South Lakeland, Wyre, Ribbles Valley and Craven. The City Council also works with Lancashire County Council and other councils where there may be a shared interest, for example in planning to meet the needs of Gypsies, Travellers and Travelling Show People and, also with government agencies, infrastructure providers and key stakeholder organisations such as the Morecambe Bay Partnership.
- 2.5 The procedure for the preparation and review of Local Plans has been revised and is contained in [The Town and County Planning \(Local Planning\) \(England\) 2012 Regulations](#).
- 2.6 The Localism Act introduced powers for local communities to prepare their own [Neighbourhood Plans](#). These must be in general conformity with the Local Plan for Lancaster District, be subject to consultation, go through independent examination and then finally be supported by a local referendum. If these conditions are met then a neighbourhood plan can become a component of the Local Plan for Lancaster District. The district has a number of areas which have been designated as Neighbourhood Plan areas and two Neighbourhood Plans 'made', presently these are Wray-with-Botton and Wennington Neighbourhood Plans, The area designations are as follows: Caton-with-Littledale, Cockerham, Halton-with-Aughton, Slyne-with-Hest, Morecambe, Dolphinholme Arkholme-with-Cawood, Carnforth and Aldcliffe with Stodday.



### 3.0 THE LOCAL PLAN FOR LANCASTER DISTRICT

- 3.1 Lancaster City Council is responsible for preparing all local plan documents relevant to the district, with the exception of the Minerals and Waste Local Plan which is prepared by Lancashire County Council. The NPPF states that local plans should be drawn up over an appropriate time scale, preferably a 15-year time horizon, take account of longer term requirements and be kept up to date. Whilst the plan period does need to be kept under review, the current timetable for the Local Plan for Lancaster District is 2011-2031. This allows, just, for 15 years of delivery from 2016 onwards, but the plan will also aim to identify strategic sites to ensure that there is opportunity for continuing development beyond the plan period.

#### Development Plan Documents (DPDs)

- 3.2 The Local Plan will be made up of a number of a number of different Development Plan Documents. When being prepared these DPDs are subject to the **Sustainability Appraisal** process. This process provides the opportunity to consider the economic, social and environmental effects of policies. The DPDs must be subject to public consultation and independent examination and are formally adopted by the City Council in order that they can be used to determine planning applications.
- 3.3 Details on the Council's existing and emerging DPDs can be found in **Table 1**. Further details on these can be found on the council [website](#)
- 3.4 The current **Policies Map**, maintained on the council's website, currently shows allocations and designations made by the 2020-2031 Local Plan, (adopted July 2020), the 2014 Morecambe Area Action Plan DPD, the 2019 Arnsdale and Silverdale AONB DPD and the 2019 Wray-with-Bottom Neighbourhood Plan and the Wennington Neighbourhood Plan . As further Neighbourhood Plans and DPDs / AAPs are adopted, the new allocations and designations will be added, and superseded ones deleted.

#### Supplementary Planning Documents (SPDs)

- 3.5 In addition to the proposed development plan documents that will form the new development plan, the City Council also prepares supplementary planning documents. These add detail to the policies in the local plan. They provide further guidance for the development of specific sites or on specific planning issues – such as design. SPDs are a material consideration in planning decisions but they do not have the statutory weight of local plan policies.
- 3.6 **Table 2** lists the current and proposed Supplementary Planning Documents. The list may be subject to change.

#### Planning Advisory Notes (PANs)

- 3.7 In addition to the more formal supplementary guidance described above the city council has also published a number of planning advisory notes (PANs) which provide informal advice on planning topics. Whilst these documents are not part of the formal development plan, and therefore do not carry any weight in the decision-making process, they do provide a useful starting point in discussions with the City Council and provide informative advice when preparing a planning application.
- 3.8 **Table 3** lists the existing and proposed Planning Advisory Notes.

### Other Local Plan Documents

- 3.9 Community Infrastructure Levy (CIL) is a charge which local authorities in England and Wales can place on developer / applicants for most types of development in their area. The money generated from CIL can be used (or pooled for future use) to pay for strategic infrastructure improvements within the authority area to realise social, economic or environmental benefits. CIL charges are based on the size, type and location of the development proposed. A decision will be taken if there is sufficient viability to introduce a charge within the district and if there is, the Council will prepare a Charging Schedule.
- 3.10 Other Key documents include the Infrastructure Delivery Plan, the Authority Monitoring Report and the Statement of Community Involvement (SCI), all found on our [website](#), which sets out how the council will engage with communities in plan preparation. From April 27<sup>th</sup> 2018 the Council must say what its approach to helping Neighbourhood Plan groups is within the SCI. The revised SCI was consulted on in April 2018 and approved in July 2018, updated June 2020 with the temporary update in response to Covid19 and social distancing rules.
- 3.11 **Table 4** sets out further detail on other Local Plan documents.

### Contextual and Evidence Base Updates

- 3.12 The City Council continues to update the evidence that informs preparation of the local plan. Evidence is published on the City Council's [webpage](#).

### Preparation of Climate Emergency Review of the Strategic Policies & Land Allocations DPD and the Development Management DPD [Local Plan (1) & (2)]

- 3.13 On 30 January 2019, the council declared a climate emergency. Whilst the newly adopted Local Plan (*Local Plan Part One – Strategic Policies & Land Allocations DPD and the Local Plan Part Two – Development Management DPD*) does seek to address climate change, it was too far advanced in the plan preparation process to incorporate some of the actions and directions of the climate emergency declaration. We are therefore entering into an immediate Local Plan review to ensure that the aspects of this important agenda are adequately considered and include the necessary mitigation and adaption measures necessary to address the climate emergency. More details can be found on the council [website](#).

### Preparation of the Lancaster South Area Action Plan DPD [Local Plan (5)]

- 3.14 The council had long been considering extending development in Lancaster South southwards to help meet needs for housing and growth. In the autumn of 2016 the Government asked local authorities if they were interested in developing new 'garden villages'. The council suggested the 'Bailrigg Garden Village' and in January 2017 the Government accepted this as one of 14 proposed garden village sites across the country. The council included the Garden Village in its draft strategic policies and land allocations document (draft Local Plan) in spring 2017 and consulted upon it. Subsequently, it is included within the adopted Strategic Policies and Land Allocations DPD as a Broad Area for Growth in Lancaster South and will set strategic policy for the Garden Village and University growth.

- 3.15 The council is now preparing the Lancaster South Area Action Plan. This will set the spatial framework for growth in Lancaster South and how this is to be delivered and specifically will allocate land for development of the Bailrigg Garden Village and the expanding Lancaster University. This Plan will be a dedicated Development Plan Document for Lancaster South, informed by the informal and formal consultation and evidence gathering and analysis.

Preparation of the Gypsy and Traveller Accommodation [Local Plan (6)]

- 3.16 The Council needs to plan for meeting the needs of Gypsies and Travellers, and the needs of Travelling Show People. National guidance to councils on how to calculate the accommodation needs of Gypsies and Travellers has changed recently and the council had to consider whether it was best to prepare a separate document for meeting the needs of these communities or address their needs through the Strategic Policies & Land Allocations and Development Policies documents. Following a review of the evidence of the accommodation needs of these communities, the Council determined that it was more appropriate to prepare a separate Development Plan Document (DPD). Preparation has been paused due to the lack of developable and available sites. It is intended to carry out further engagement and review the need and sites available.

Table 1 - Schedule of existing, in preparation and or proposed Local Plan Development Plan Documents

Local Plan Development Plan Documents	
<b>Existing Development Plan Documents</b>	
<b>Local Plan Part One Strategic Policies &amp; Land Allocations DPD</b>	<b>Purpose:</b> Adopted 29 July 2020, this document establishes new development requirements, set the new strategic approach and identifies or 'allocates' land to meet needs for specific types of development such as housing and employment and for protection from development, for example habitats for nature conservation purposes.
<b>Local Plan Part Two Review of the Development Management DPD</b>	<b>Purpose:</b> Adopted 29 July 2020, this document provides the policies used in the assessment of planning applications. The policies guide, control and encourage sustainable forms of Development.
<b>Local Plan (3) Morecambe Area Action Plan DPD</b>	<b>Purpose:</b> Adopted in December 2014, allocates land for development, provides development management policies to supplement those in the Development Management document and describes specific actions to improve the local environment in central Morecambe.
<b>Local Plan (4) Arnside-Silverdale Area of Outstanding Natural Beauty (AONB) DPD</b>	<b>Purpose:</b> In the interests of efficiency and consistency, this was jointly prepared with South Lakeland District Council. It was adopted on 28 March 2019, and was recognised by the Royal Town Planning Institute (RTPI) as a winner in their annual North West awards for planning excellence in 2019. The Plan allocated land for development, provides Development Management policies to supplement those in the development management document and describes specific actions to improve the local environment in Arnside and Silverdale.
<b>Joint Lancashire Waste &amp; Minerals DPD</b>	<b>Purpose:</b> The Joint Authorities of Lancashire County Council, Blackpool Borough Council and Blackburn with Darwen Borough Council are responsible for waste and mineral planning in Lancashire. As part of this role they are responsible for the preparation of the Lancashire Minerals and Waste Local Plan.
<b>Development Plan Documents in preparation</b>	
<b>Local Plan Part One Strategic Policies &amp; Land Allocations DPD</b>	Although adopted 29 July 2020, we have entered into an immediate review of this DPD to ensure that the aspects of climate change are adequately considered and include the necessary mitigation and adaption measures necessary to address the climate emergency.
<b>Local Plan Part Two Review of the Development Management DPD</b>	Although adopted 29 July 2020, we have entered into an immediate review of this DPD to ensure that the aspects of climate change are adequately considered and include the necessary mitigation and adaption measures necessary to address the climate emergency.
<b>Local Plan (5) Lancaster South</b>	The Strategic Policies & Land Allocations DPD identifies a broad location for the growth in Lancaster South and establishes the principles of an Area Action Plan (AAP) to plan and set a



<b>Local Plan Development Plan Documents</b>	
<b>Area Action Plan DPD</b>	development delivery framework for the Lancaster South. The AAP will allocate land for development and, crucially, reserve areas from development for beneficial planning purposes, e.g. areas of separation and mitigation of floods. It will set delivery responsibilities and programme infrastructure provision.
<b>Local Plan (6) Gypsy and Traveller Accommodation</b>	The council needs to plan for meeting the needs of Gypsies and Travellers, and also the needs of Travelling Show People. Preparation has been paused due to the lack of developable and available sites. It is intended to carry out further engagement and review the need and sites available.
<b>Neighbourhood Plans</b>	Neighbourhood planning gives town and parish councils or newly formed neighbourhood forums the opportunity to prepare, with the community they represent, a planning document for their area. The purpose of this new tier of plan making is to empower local people to take a proactive role in shaping the future of where they live and give them greater ownership of the plans and policies that affect where they live.
<b>Potential Development Plan Documents</b>	
<b>Climate Emergency Local Plan Review Infrastructure Levy Charging Schedule</b>	A new charge on development which will be used to support critical infrastructure to deliver the Local Plan. The introduction of a Community Infrastructure Levy is being considered as part of the Local Plan Review and the Lancaster South Area Action Plan DPD.

Table 2 - Schedule of existing, in preparation and or proposed Local Plan Development Plan Documents Supplementary Planning Documents

Local Plan Supplementary Planning Documents	
<b>Existing Supplementary Planning Documents (SPDs)</b>	
<b>Shopfronts and Advertisements</b>	<b>Purpose:</b> To provide guidance on design, this will be a refresh of the current Supplementary Planning Guidance which was published in 2016. This will be reviewed in 2020.
<b>Employment and Skills Plans</b>	<b>Purpose:</b> To encourage opportunities for local training and job opportunities as part of the construction and operational phases of major new development proposals. The document was adopted in August 2018
<b>Residential Conversions and Houses in Multiple Occupation SPD'</b>	<b>Purpose:</b> To provide guidance on the implementation of policy DM13, in particular the way in which the threshold for HMOs will be determined and to provide guidance for the standards expected for new HMOs.
<b>Supplementary Planning Documents in preparation</b>	
<b>Canal Quarter SPD</b>	<b>Purpose:</b> The Strategic Policies & Land Allocations DPD identifies the Canal Quarter as a strategic area for regeneration and to enhance the role and function of Lancaster City Centre. Policy SG5 of that DPD sets out the strategic planning framework for the site and commits the Council to preparing a Supplementary Planning Document (SPD) to provide further detail on how development and regeneration will be achieved in the Canal Quarter.
<b>Viability Protocol SPD</b>	<b>Purpose:</b> To provide guidance and parameters for financial viability appraisals to ensure they are submitted and considered consistently.
<b>Meeting Housing Need SPD</b>	<b>Purpose:</b> The document will provide guidance on the provision of housing mixed and tenure
<b>Flood Risk and Sustainable Drainage SPD</b>	<b>Purpose:</b> To provide guidance upon the implementation of sustainable drainage on sites to support the climate emergency review of the Strategic Policies and Land Allocation DPD and the review of the Development Management DPDs
<b>Flood Risk Sequential &amp; Exception Test SPD</b>	<b>Purpose:</b> To provide guidance on the sequential and exception tests to support the climate emergency review of the Strategic Policies and Land Allocation DPD and the review of the Development Management DPDs
<b>Building Energy Efficient Homes and enabling Zero-Miles Food Growing SPD</b>	<b>Purpose:</b> A consequence of the climate change review of the local plan is that it has highlighted a number of areas where additional information and policy would be beneficial to effectively implement the policy direction we are taking. This SPD will bring together a range of matters, such as the proposed sustainable homes checklist, and will be produced in tandem to the climate change local plan review plan making process. It is anticipated this will be formalised into an SPD in 2022.

Local Plan Supplementary Planning Documents	
<b>Provision for electric vehicle charging points SPD</b>	<b>Purpose:</b> To provide further guidance on the implementation of policy in the Development Management DPD and Strategic Policies & Land Allocations DPD where provision of electric vehicle charging infrastructure is required. This will be an update of the existing PAN.
<b>EMERGING Air Quality &amp; Low Omissions SPD</b>	<b>Purpose:</b> To guidance and encourages developers to support action through the planning system to improve air quality and lower transport emissions. Currently a PAN, it is anticipated this will be formalised into an SPD in 2022.
<b>Local Plan Heysham Gateway SPD</b>	<b>Purpose:</b> The Strategic Policies & Land Allocation DPD identifies the Heysham Gateway as a strategic area for economic growth and job creation through the plan period with Policy SG13 of the DPD setting out a strategic planning framework for economic growth across the area. In order to provide more detail on how this will be achieved, Council will seek to prepare a Supplementary Planning Document (SPD) to explore opportunities for regeneration, renewal and redevelopment in this location. Dates to be confirmed

Table 3 - Schedule of existing, in preparation and or proposed Planning Advisory Notes (PANs)

Planning Advisory Notes (PANs)	
<b>Existing Planning Advisory Notes (PANs)</b>	
<b>PAN 01 Waste and Recycling Provision in Domestic Dwellings</b>	<b>Purpose:</b> To provide information and advice on how waste and recycling facilities can be appropriately incorporated into new development proposals. Published February 2015. This was updated in October 2020.
<b>PAN 02 Edibles in Landscaping (Food growing &amp; healthy living)</b>	<b>Purpose:</b> To provide information and advice on how the growing of food can be incorporated into new development. Published June 2015. This PAN will be replaced by Sustainability Matters: Building Energy Efficient Homes and enabling Zero-Miles Food Growing SPD when adopted
<b>PAN 03 Surface Water Drainage and Flood Risk Management and Water Courses</b>	<b>Purpose:</b> To provide information and advice on how developments can maximise opportunities to protect from surface water flooding. Published May 2015. The PAN will be superseded by the Flood Risk and Sustainable Drainage SPD once adopted.
<b>PAN 04 Open Space Provision in New Residential Development</b>	<b>Purpose:</b> To provide information and advice on standards and thresholds for on-site and off-site open space requirements. Published June 2015.

## Planning Advisory Notes (PANs)

<b>PAN 05 Provision of Electric Charging Points for New Development</b>	<b>Purpose:</b> To provide information and advice to encourage the greater role of electric charging points in new development proposals. This will be updated into an SPD in 2022.
<b>PAN 06 Application of the Flood Risk Sequential Test and Exception Test</b>	<b>Purpose:</b> The PAN, which was adopted in January 2018, provides informal guidance over how the City Council will apply the Sequential Test. The Sequential Test is the first stage in addressing flood risk where this is an issue in the determination of a planning application. The PAN will be superseded by the Flood Risk and Sustainable Drainage SPD once adopted.
<b>PAN 07 Self- build and custom build Housing</b>	<b>Purpose:</b> The PAN provides detail and further clarification on the self-build and custom housebuilding process, how the Council will support the delivery of plots and provides sources of further information and advice.
<b>PAN 08 Cycling &amp; Walking</b>	<b>Purpose:</b> The PAN, which was adopted in December 2019, aims to identify the types and location of proposed routes, making the most of existing infrastructure, and complements the emerging Local Plan and help inform the associated Infrastructure Delivery Plan and Masterplans being developed for the strategic sites. It provides the basis for the delivery of routes and network improvements by ensuring good connectivity within new development proposals and, where necessary, by securing improvements 'off site', through the use of Section 278 highways works and developer contributions.
<b>PAN 09 Energy Efficiency in New Development</b>	<b>Purpose:</b> This PAN provides guidance on how energy efficiency measures can be introduced into development.
<b>PAN 10 Housing Standards</b>	<b>Purpose:</b> To provide guidance on how policy in relation to Nationally Described Space Standards (NDSS) and the optional Building Regulation Requirement M4(2): Category 2 - Accessible and Adaptable Dwellings will be taken into account in planning decisions
<b>PAN 11 Low emissions and air quality</b>	<b>Purpose:</b> The PAN, which was adopted in November 2018, provides guidance and encourages developers to support action through the planning system to improve air quality and lower transport emissions. It provides guidelines for the treatment of development sites through a planning appraisal. It is anticipated that this PAN will in time be formalised into a Supplementary Planning Document (SPD) via the Local Plan.
<b>PAN 12 Householder Design Guide</b>	<b>Purpose:</b> To illustrate how Local Plan policies encouraging good neighbourly design of residential development, including extensions, can be achieved. Published December 2014
<b>PN01 Affordable Housing Practice Note</b>	The updated Affordable Housing Practice Note provides general information and advice about affordable housing policy and how the authority currently implements this. This will be superseded on adoption of the Meeting Housing Need SPD.
<b>PN02 - Preparation of</b>	<b>Purpose:</b> To provide guidance on the preparation of a comprehensive masterplan for residential-led strategic sites. The note has been



Planning Advisory Notes (PANs)	
<b>Comprehensive Masterplans for Strategic Residential Sites Procedural Practice Note</b>	considered and endorsed by the Council's Local Plan Review Group (LPRG). The note has been prepared to assist landowners and developers in preparing comprehensive masterplans where these are a requirement of the Local Plan. The guidance also serves to ensure that there is transparency for local communities with regard to the process of Masterplanning.
<b>Planning Advisory Notes (PANs) in preparation</b>	
<b>Re-Use of Non-Allocated Employment Land and Premises for Alternative Uses</b>	<b>Purpose:</b> The PAN provides guidance for proposals which relates to non-allocated employment sites, particularly where they involve the loss of employment generating uses on the site to an alternative purpose, for example residential. The PAN sets out how proposals should seek to demonstrate how the land / premises is no longer appropriate or viable for such a purpose.
<b>Rural Estate Masterplans</b>	<b>Purpose:</b> The PAN provides guidance on preparing masterplans for rural upland estates in the district. These are usually located in isolated rural locations in the district but generate development needs, economic and residential. The PAN identifies the need for masterplanning, demonstrating the need for future development and how that can be sustainably accommodated on the estate.
<b>Morecambe Bay Recreational Pressures</b>	<b>Purpose:</b> To provide guidance on how development can take into account potential impacts on recreational pressures on Morecambe Bay, which is a European designated site.

Table 4 – Other Planning Documents

The following documents can be found on the council [website](#)

Local Plan other Documents and Process	
<b>Local Development Scheme (LDS)</b>  (This document)	<b>Purpose:</b> This document sets out the timetable for preparing documents to be included in the Local Plan
<b>Infrastructure Delivery Plan</b>	<b>Purpose:</b> This document sets out the infrastructure required to deliver the Local Plan. It also set out community aspirations for additional infrastructure. Once adopted the Infrastructure Delivery Plan will be reviewed and updated annually.
<b>Policies Map</b>	<b>Purpose:</b> The Policies Map comprises all of the site allocations and designations set out in adopted development plan documents. As new Local Plan documents are adopted their policies will be added to the Policies Map whilst policies that are superseded or have been

## Local Plan other Documents and Process

	<p>implemented will be deleted. The Council intends to maintain the Policies Map as a live and refreshable document on its Website. Very limited runs of printed editions will be created largely for the purpose only to support consultation during Local Plan preparation. The Lancaster District Local Plan Proposals Map remains relevant, where it relates to Saved policies.</p>
<p><b>Statement of Community Involvement (SCI)</b></p>	<p><b>Purpose:</b> This document sets out the Council's approach to engaging the community in preparing the Local Plan and in considering planning applications. The document was last reviewed and approved in 2013. It has been reviewed and consulted on in 2016 and again in 2018. The SCI was approved July 2018 and update in June 2020 to include COVID restriction on engagement.</p>
<p><b>Sustainability Appraisal</b></p>	<p><b>Purpose:</b> Undertaken for all Development Plan Documents, and if required for SPDs. This will ensure that the social, economic and environmental effects of policies are understood and fully taken into consideration. A Sustainability Appraisal report will accompany each published stage of a Development Plan Document, including the Submission version.</p>
<p><b>Habitats Regulation Assessment (HRA) and Appropriate Assessment (AA)</b></p>	<p><b>Purpose:</b> Habitats Regulations Assessment (HRA) of all Development Plans Documents must be undertaken to establish whether or not the proposals are likely to have significant effects on any areas of international biodiversity importance. Where an HRA cannot state with certainty that there will be no significant effects then an Appropriate Assessment is also required to determine the likelihood of such effects, what these effects will be and whether and how these might be mitigated. The HRA, and, if required, the Appropriate Assessment reports will accompany each DPD at consultation and publication stages. HRA, and only if required, AA, are undertaken all Local Plan Documents.</p>
<p><b>Authority Monitoring Report (AMR)</b></p>	<p><b>Purpose:</b> The AMR reviews progress made on preparing Local Plan documents and assesses the effectiveness of policies. This no longer needs to be submitted to the Secretary of State but does continue to be published on the Council's Website.</p>
<p><b>Evidence Base</b></p>	<p><b>Purpose:</b> The evidence base includes data collected and analysed by Lancaster City Council and studies carried out by consultants on behalf of the Council. The Local Plan will also have regard to a number of Strategies and other policy documents prepared by Lancaster City Council and other organisations. Additional studies or reviews of existing studies will be undertaken as work progresses on the Local Plan.</p>

#### 4.0 TIMETABLE FOR PREPARING THE REVIEW OF THE LOCAL PLAN FOR LANCASTER DISTRICT

Document	Current Status	Summary of Content	Geographic Extent	Consultation on SCI	Achieved Date of Approval
Statement of Community Involvement (SCI)	Approved July 2020	Sets out how the council will engage with communities in plan preparation.	All of the district	March 2018	Approved July 2020

#### Development Plan Documents:

Development Plan Document	Current Status	Summary of Content	Geographic Extent	Consultation on Draft DPD Regulation 18	Expected Date of Formal Publication Regulation 19	Expected Date Submission to Secretary of State Regulation 22	Date of Adoption by Full Council Regulation 26
Local Plan (4) Arnside & Silverdale AONB DPD	Adopted	To identify sites which will deliver new housing and employment development and set out policies to guide the approach to design and development in the AONB.	The whole AONB including that part which is in South Lakeland District.	10 November 2016 to 5 January 2017 & 19 June 2017 to 17 July 2017	2 November 2017 to 14 December 2017	February 2018	Adopted 28 March 2019

<b>Development Plan Document</b>	<b>Current Status</b>	<b>Summary of Content</b>	<b>Geographic Extent</b>	<b>Consultation on Draft DPD Regulation 18</b>	<b>Expected Date of Formal Publication Regulation 19</b>	<b>Expected Date Submission to Secretary of State Regulation 22</b>	<b>Date of Adoption by Full Council Regulation 26</b>
<b>Local Plan (1) Strategic Policies &amp; Land Allocations DPD</b>	Inspector's Report received (15 June 2020)	Identifies future development needs, the scale and location of development and protects land of environmental, economic and social importance.	All of the district with exception of complementary policies in the BGV, MAA and AONB DPDs.	27 January 2017 to 24 March 2017	9 February 2018 to 6 April 2018	15 May 2018	<b>Adopted 29 July 2020</b>
<b>Local Plan (2) Development Management DPD</b>	Inspector's Report received (15 June 2020)	Provides the policies which are used to consider planning applications	All of the district with exception of complementary policies in the BGV, MAA and AONB DPDs.	27 January 2017 to 24 March 2017	9 February 2018 to 6 April 2018	15 May 2018	<b>Adopted 29 July 2020</b>
<b>Climate Emergency Review of the Local Plan:</b>  <b>Local Plan (1) Strategic Policies &amp; Land Allocations DPD</b>  <b>Local Plan (2) Development Management DPD</b>	Preparatory work commenced upon the adoption of the emerging core Local Plan DPDs [Strategic Policies & Land Allocations DPD and Development Management Policies DPD] with an initial scoping stage having taken place	Review of both DPDs to enable consideration of the implications of Lancaster City Council's declaration of a Climate Change Emergency in January 2019	All of the district; however there will continue to be additional locally appropriate policies in the Morecambe AAP and Arnsdale & Silverdale AONB DPD and the emerging Lancaster South AAP	(Scoping September 2020- November 2020)  Concludes with eight-week informal consultation on draft documents:  <b>23 July 2021 - 17 September 2021</b>	<b>December 2021- February 2022</b>  [minimum six-week formal publication period for representation]	<b>March 2022</b>	<b>November 2022</b>



Development Plan Document	Current Status	Summary of Content	Geographic Extent	Consultation on Draft DPD Regulation 18	Expected Date of Formal Publication Regulation 19	Expected Date Submission to Secretary of State Regulation 22	Date of Adoption by Full Council Regulation 26
	between September and November 2020.						
<b>Climate Emergency Local Plan Review Infrastructure Levy Charging Schedule</b>	Charging Schedule following viability assessment	The Community Infrastructure Levy (CIL) Charging Schedule is a planning charge to help deliver infrastructure to support the development of their area.	All of the district	23 July 2021 - 17 September 2021  If supported by viability study for CIL charging schedule to be taken forward	tbc	tbc	tbc
<b>Local Plan Lancaster South Area Action Plan DPD (3)</b>	Preparatory work will commence upon the adoption of the current emerging core Local Plan DPDs [Strategic Policies & Land Allocations DPD and Development Management Policies DPD]	Identifies future development needs, the scale and location of development and protects land of environmental, economic and social importance.	Lancaster South	January 2022 – March 2022	September 2022  [minimum six-week formal publication period for representations]	November 2022	June 2023

Development Plan Document	Current Status	Summary of Content	Geographic Extent	Consultation on Draft DPD Regulation 18	Expected Date of Formal Publication Regulation 19	Expected Date Submission to Secretary of State Regulation 22	Date of Adoption by Full Council Regulation 26
Local Plan (5) Gypsy and Traveller Accommodation DPD	Preparation of a draft DPD.	To address the accommodation needs of the gypsy and traveller community through the provision of both transit and permanent pitches.	All of the district	tbc	tbc	tbc	tbc

## Supplementary Planning Documents:

Supplementary Planning Document	Current Status	Summary of Content	Geographic Extent	Pre-Consultation on Draft SPD	Consultation on Draft SPD Regulation 12 Public Participation	Expected Date of Adoption by Full Council Regulation 14 (in accordance with 35)
<b>Employment and Skills Plans SPD</b>	Adopted	Provide planning guidance in relation to the preparation of employment and skills plans within new development	All of the district	Consultation completed	Consultation completed February 2018	<b>Adopted August 2018</b>
<b>Residential Conversions and Houses in Multiple Occupation SPD'</b>	Adopted	The SPD sets out criteria for assessing planning applications	Lancaster and Morecambe	21 <sup>st</sup> February 2020– 3 <sup>rd</sup> April 2020	14 August 2020 – 11 September 2020	<b>Adopted 14 December 2020</b>
<b>Canal Quarter SPD</b>	Under review	Identifies future development needs, the scale and location of development and protects land of environmental, economic and social importance.	CQ area with exception of complementary policies in the SPLA, MAA and AONB DPDs.	December 2019 to February 2020 <b>Completed</b>	February to March 2021 <b>Completed</b>	<b>Anticipated tbc</b>

<b>Supplementary Planning Document</b>	<b>Current Status</b>	<b>Summary of Content</b>	<b>Geographic Extent</b>	<b>Pre Consultation on Draft SPD</b>	<b>Consultation on Draft SPD Regulation 12 Public Participation</b>	<b>Expected Date of Adoption by Full Council Regulation 14 (in accordance with 35)</b>
<b>Meeting Housing Need SPD</b>	Under review	The document will provide guidance on the provision of housing mixed and tenure	All of the district	February - March 2021 Completed	October 2021	Anticipated December 2021
<b>Viability Protocol SPD</b>	Under review	Provide guidance and parameters for financial viability appraisals to ensure they are submitted and considered consistently	All of the district	February - March 2021 Completed	October 2021	Anticipated January 2022
<b>Flood Risk and Sustainable Drainage SPD</b>	Preparation of a draft SPD	To provide guidance upon the implementation of sustainable drainage on sites to support the climate emergency review of the Strategic Policies and Land Allocation DPD and the review of the Development Management DPDs	All of the district	December 2021- February 2022 At same time at Reg 19	March 2022 At same time Reg 22	Following adoption of Local Plan January 2023

Supplementary Planning Document	Current Status	Summary of Content	Geographic Extent	Pre Consultation on Draft SPD	Consultation on Draft SPD Regulation 12 Public Participation	Expected Date of Adoption by Full Council Regulation 14 (in accordance with 35)
<b>Flood Risk Sequential &amp; Exception Test SPD</b>	Preparation of a draft SPD	To provide guidance on the sequential and exception tests to support the climate emergency review of the Strategic Policies and Land Allocation DPD and the review of the Development Management DPDs	All of the district	December 2021-February 2022  At the same time as Reg 19 of the CELPR	March 2022  At the same time as Reg 22 of the CELPR	Following adoption of Local Plan January 2023
<b>Building Energy Efficient Homes and enabling Zero-Miles Food Growing SPD</b>	Preparation of a draft SPD	This SPD will bring together a range of matters, such as the proposed sustainable homes checklist, and will be produced in tandem to the climate change local plan review plan making process.	All the District	December 2021-February 2022  At the same time as Reg 19 of the CELPR	March 2022  At the same time as Reg 22 of the CELPR	Following adoption of Local Plan January 2023

<b>Supplementary Planning Document</b>	<b>Current Status</b>	<b>Summary of Content</b>	<b>Geographic Extent</b>	<b>Pre Consultation on Draft SPD</b>	<b>Consultation on Draft SPD Regulation 12 Public Participation</b>	<b>Expected Date of Adoption by Full Council Regulation 14 (in accordance with 35)</b>
<b>Air Quality &amp; Low Emissions SPD</b>	Preparation of a draft SPD	This document is designed to support measures to mitigate against and improve air quality impacts on new developments.	All of the district	tbc	tbc	tbc
<b>Provision for electric vehicle charging points SPD</b>	Preparation of a draft SPD	To provide further guidance on the implementation of policy in the Development Management DPD and Strategic Policies & Land Allocations DPD where provision of electric vehicle charging infrastructure is required. This will be an update of the existing PAN.	All the District	tbc	tbc	tbc
<b>Local Plan Heysham Gateway SPD</b>	Preparation of a draft SPD	Identifies future development needs, the scale and location of development and protects land of environmental, economic and social importance.	Heysham Gateway area	tbc	tbc	tbc



Supplementary Planning Document	Current Status	Summary of Content	Geographic Extent	Pre Consultation on Draft SPD	Consultation on Draft SPD Regulation 12 Public Participation	Expected Date of Adoption by Full Council Regulation 14 (in accordance with 35)
Shopfronts and Advertisements SPD	Adopted January 2016	To provide guidance on design, this will be a refresh of the current Supplementary Planning Guidance	All of the district	tbc	tbc	Adopted 2016 To be reviewed tbc

### Local Plan production Regulation stages

**Regulation 18:** This stage of the Local Plan preparation process marks the start of numerous consultations and engagement events on the content of the plan and the evidence underpinning it. It encompasses a scoping exercise, to decide what should be included in the Plan, and draws together the evidence base that has been produced throughout this stage, informing the document. By the end of this stage, a plan will have been produced which effectively represents a draft plan, upon which formal regulation 18 consultation will take place.

**Regulation 19:** At this stage, representations made during the Regulation 18 stage will be incorporated into the plan (where appropriate) and shape the document. The Plan at this stage is referred to as the Publication version and represents what will essentially be the plan submitted to the Secretary of State for Examination. Comments are therefore invited upon the plan during the Regulation 19 formal 6-week consultation allowing for further amendments to be made, prior to this submission taking place.

**Regulation 22:** Under this regulation stage, the plan is submitted to the Secretary of State for independent examination. Any comments/ representations made on the plan during this formal 6-week consultation period are sent directly to the appointed Inspector for consideration as part of the Examination in Public process.

**Regulation 26 (Adoption):** At a meeting of the Full Council of the Local Planning Authority, the plan will be officially adopted. Upon publication of an

adoption statement, the plan immediately becomes part of the Development Plan for the District.

Additional information regarding the detail of these consultation stages can be found within the adopted Lancaster City Council Statement of Community Involvement (SCI) on the council Local Plan webpage.

## Neighbourhood Plans:

Name of area		Intention to designated	Area designation	Draft plan	Publication & Submission	Examination	Referendum	Adoption
1	WRAY	✓	✓	✓	✓	✓	20 May 2019	Adopted 17 July 2019
2	CATON	✓	✓	✓	Anticipated Late 2021	Examination Summer 2022	Anticipated Late 2022	Anticipated Early 2023
3	HALTON	✓	✓	Intentions of NP preparation unclear at this time				
4	WENNINGTON	✓	✓	✓	✓	✓	14 February 19	Adopted 10 April 2019
5	MORECAMBE	✓	✓	Intentions of NP preparation unclear at this time				
6	COCKERHAM	✓	✓	No intention to continue preparation of the NP at this time				
7	DOLPHINHOLME	✓	✓	✓	Anticipated 2021	Examination Early 2022	Anticipated Summer 2022	Anticipated Late 2022
8	SLYNE-WITH-HEST	✓	✓	✓	Anticipated Summer 2021	Anticipated Autumn 2020	Anticipated Early 2022	Anticipated Summer 2022
9	ARKHOLME	✓	✓	Intentions of NP preparation unclear at this time				
10	CARNFORTH	✓	✓	✓	Anticipated Autumn 2021	Anticipated Early 2022	Anticipated Spring 2022	Anticipated Summer 2022
11	ALDCLIFFE with STODDAY	✓	✓	✓	Anticipated Summer 2021	Anticipated Autumn 2021	Anticipated Late 2021	Anticipated Early 2022
12	GRESSINGHAM	✓	✓	No intention to continue preparation of the NP at this time – designation made in connection to Community Right to Bid				