

A Local Plan for Lancaster District 2011-2031 Local Development Scheme

July 2020



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
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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	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.

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
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Planning and Housing Policy Team,
Lancaster City Council,
Lancaster Town Hall,
Dalton Square,
Lancaster,
LA1 1QR.

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The Council will meet the cost of any reasonable 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

July 2020

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1.0 INTRODUCTION

Background

1.1 The **Local Plan for Lancaster District 2011-2031** 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. Together these documents, some of which have already been prepared and adopted, will form the new Local Plan and replace the remaining residual policies in the **Lancaster District Local Plan** (adopted in 2004) and the **Lancaster District Core Strategy** (adopted in 2008). The Local Plan documents are:

1. **Strategic Policies & Land Allocations DPD:** Accompanied by a policies map that shows sites that will be developed or protected from development
2. **Development Management DPD:** Provides the policies which are used to consider planning applications
3. **Morecambe Area Action Plan:** Describes actions to support regeneration in the central area of Morecambe
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. **Gypsy and Traveller Accommodation:** 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.
6. **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.

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 January 2019 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 www.lancaster.gov.uk/planningpolicy. Questions about the LDS, or the preparation of the Local Plan for Lancaster District should be sent to

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.

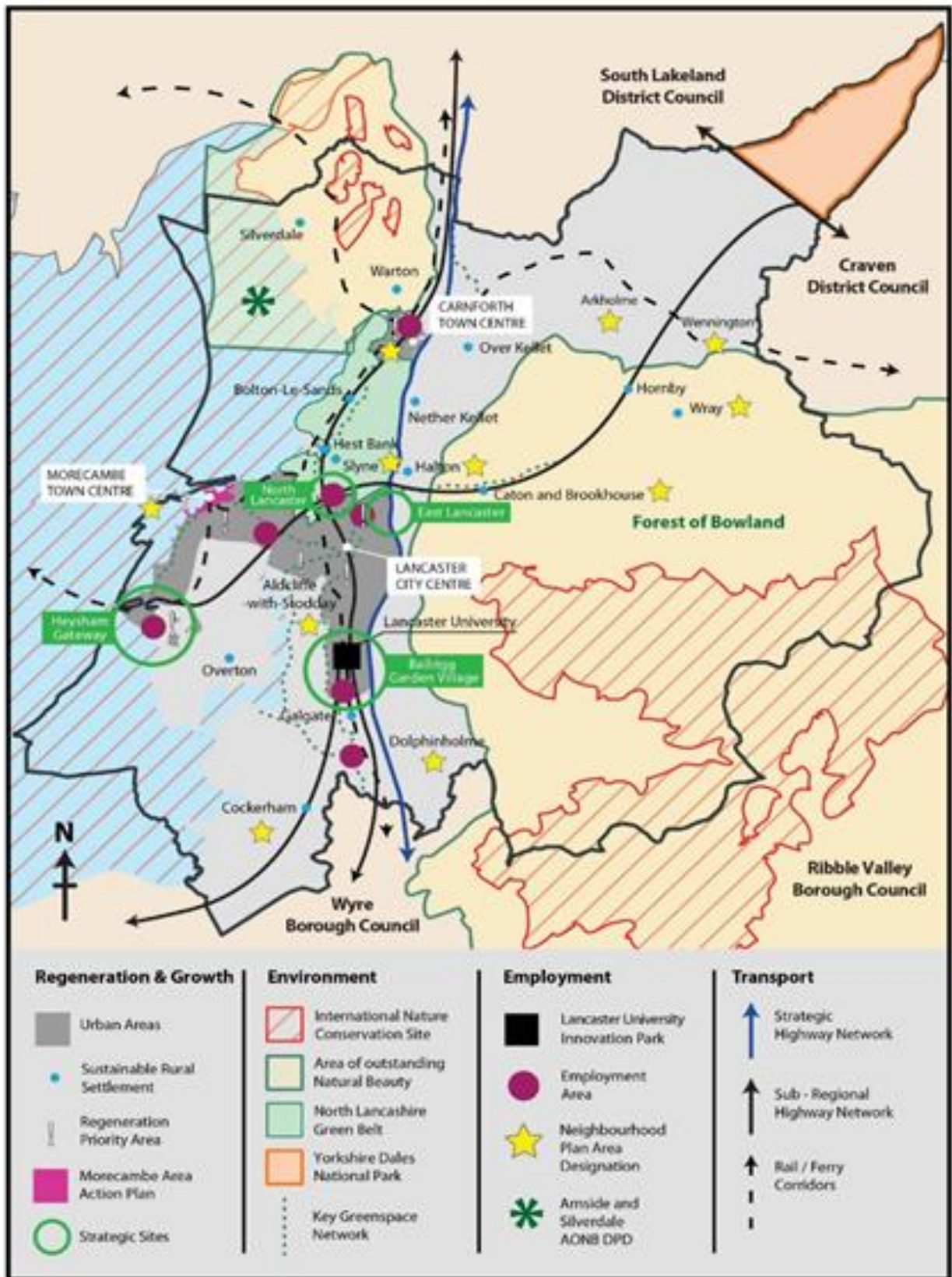


Figure 1: Lancaster District

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 February 2019, 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, Ribble 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, presently these are Wray-with-Botton, Wennington, Caton-with-Littledale, Cockerham, Halton-with-Aughton, Slyne-with-Hest, Morecambe, Dolphinholme and Arkholme-with-Cawood, Carnforth, Aldcliffe with Stodday and Gressingham.

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. The Local Plan will be made up of a number of a number of different **Development Plan Documents** (DPDs). 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.

Lancaster City Council's Current and Emerging Development Plan Documents (DPDs)

- **Local Plan Part One – Strategic Policies & Land Allocations Development Plan Document**
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.
- **Local Plan Part Two – Development Management Development Plan Document**
This document provides the policies used in the assessment of planning applications. The policies guide, control and encourage sustainable forms of Development.
- **Local Plan (3) - Morecambe Area Action Plan Development Plan Document**
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.
- **Local Plan (4) - Arnsdale-Silverdale Area of Outstanding Natural Beauty (AONB) Development Plan Document**
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 Arnsdale and Silverdale.
- **Local Plan (5) - Gypsy and Traveller Accommodation**
The council needs to plan for meeting the needs of Gypsies and Travellers, and also the needs of Travelling Show People.
- **Local Plan (6) – Lancaster South Area Action Plan DPD**
Currently in preparation, this will set the planning and delivery framework for the Bailrigg Garden Village and the expanding Lancaster University making Lancaster

South a sustainable location for growth and offering a high quality environment for living and working

- 3.2 The current [Policies Map](#), maintained on the council's website, currently shows allocations and designations made by the 2011-2031 Local Plan and the 2014 Morecambe Area Action Plan DPD, the 2019 Arnsdale and Silverdale AONB DPD and the 2019 Wray Neighbourhood Plan. As further Neighbourhood Plans and AAPs are adopted, the new allocations and designations will be added, and superseded ones deleted.

Supplementary Planning Documents (SPDs)

- 3.3 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.
- 3.4 **Table 2** lists the current and proposed Supplementary Planning Documents. The list may be subject to change.

Planning Advisory Notes (PANs)

- 3.5 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.
- 3.6 **Table 3** lists the existing and proposed Planning Advisory Notes.

Other Local Plan Documents

- 3.7 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.
- 3.8 Other Key documents include the [Infrastructure Delivery Plan](#), the [Authority Monitoring Report \(AMR\)](#) and the [Statement of Community Involvement \(SCI\)](#) which sets out how the council will engage with communities in plan preparation. From April 27th 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.
- 3.9 **Table 4** sets out further detail on other Local Plan documents.

Contextual and Evidence Base Updates

- 3.10 The City Council continues to update the evidence that informs preparation of the local plan. Evidence is published on the City Council's website at: www.lancaster.gov.uk/planningpolicy

Preparation of Local Plan Part One (Strategic Policies & Land Allocations DPD)

- 3.11 The Examination in Public (EiP) process took place following submission of the document in May 2018. The formal hearing sessions were concluded on 21st May 2019 and the Inspector's final report was received on 15th June 2020.

Preparation of the Arnside-Silverdale AONB DPD [Local Plan (4)]

- 3.12 Together with South Lakeland District Council, the council has prepared a dedicated Development Plan Document (DPD) for the whole of the Arnside and Silverdale Area of Outstanding Natural Beauty (AONB). The DPD forms part of both authorities' Local Plans. It identifies sites for new housing and employment to meet local needs and sets out planning policies to ensure that development reflects the AONB designation.
- 3.13 The Arnside & Silverdale AONB DPD was completed ("adopted") 28 March 2019 and has subsequently won an RTPI planning excellence award¹.

Preparation of the Gypsy and Traveller Accommodation [Local Plan (5)]

- 3.14 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 of the Lancaster South Area Action Plan [Local Plan (1.1)]

- 3.15 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.
- 3.16 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

¹ <https://www.rtpi.org.uk/the-rtpi-near-you/rtpi-north-west/awards/>

Document for Lancaster South, informed by the informal and formal consultation and evidence gathering and analysis.

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

Local Plan Development Plan Documents	
Existing Development Plan Documents	
Local Plan (1) Strategic Policies & Land Allocations DPD	Establishes strategic policies by setting development requirements and describing the principles for the general spatial distribution of development. Allocates land for development, for example for housing and employment, and for protection from development, for example habitats for nature conservation purposes.
Local Plan (2) Review of the Development Management DPD	Provides the policies that are set out in the assessment of planning applications to guide, control and encourage sustainable forms of Development.
Joint Lancashire Waster & Minerals DPD	<p>Purpose: 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. This is being prepared through a number of documents. The first of which, the Minerals and Waste Core Strategy was adopted in February 2009. Additional guidance is now provided in the Minerals and Waste Site Allocations and Development Management Policies DPD which was adopted by the Joint Authorities in September 2013. Both documents cover a plan period to 2021.</p> <p>Following adoption of the Site Allocation and Development Management Policies DPD the Joint Authorities have commenced a review of both documents, the review seeks to merge the two documents into one Local Plan reviewing and rolling forward existing allocations and policies and extending the plan period to 2031/32.</p>
Local Plan (4) Arnsdale- Silverdale Area of Outstanding Natural Beauty (AONB) DPD	<p>The Arnsdale & Silverdale Area of Outstanding Natural Beauty (AONB) is an area of national landscape importance. Part of the AONB is in Lancaster District and part is in South Lakeland District. The national importance and environmental sensitivity of this area means that development needs have to be met in a way which reflects its special character. As there are advantages to planning in a consistent way across the AONB, Lancaster City Council and South Lakeland District Council are working on a joint development plan document that will both identify sites and provide development management policies.</p> <p><u>Background information and the DPD is available here</u></p>
Local Plan (3) Morecambe Area Action Plan DPD	<p>Purpose: The central Morecambe area is a regeneration priority. The MAAP is to change perceptions; increase developer and consumer interest and so improve conditions for business, trading to help grow the local economy. The MAAP allocates land for</p>

Local Plan Development Plan Documents

<p>December 2014</p>	<p>development, provides development management policies to supplement those in the Development Management document and describes specific actions to improve the local environment. Adopted December 2014. The policies will be maintained through document review when necessary.</p> <p>2014 Morecambe AAP is available here</p>
<p>Development Plan Documents in preparation</p>	
<p>Local Plan (1.1) Lancaster South Area Action Plan DPD</p>	<p>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 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.</p> <p>background information is available here</p>
<p>Local Plan (5) Gypsy and Traveller Accommodation</p>	<p>Planning Policy for Traveller Sites requires the council to set pitch targets for Gypsies and Travellers and plot targets for travelling showpeople which address the likely permanent and transit site accommodation needs of travellers in the district. The 2013 Lancaster District Gypsy, Traveller and Showperson Accommodation Assessment has informed the council of the need for additional pitches which will be kept under review in the light of changing conditions and definitions in National Planning Policy for Gypsies and Travellers.</p> <p>Background report GTAA is available here</p>
<p>Neighbourhood Plans</p>	<p>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.</p> <p>Background information is available here</p>
<p>Potential Development Plan Documents</p>	
<p>Community Infrastructure Contribution:</p>	<p>A new charge on development which will be used to support critical infrastructure to deliver the Local Plan.</p>

Local Plan Development Plan Documents

Charging Schedule	Background information is available here
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Table 2 - Schedule of existing, in preparation and or proposed Local Plan Development Plan Documents Supplementary Planning Documents

Local Plan Supplementary Planning Documents	
Existing Supplementary Planning Documents (SPDs)	
Meeting Housing Needs SPD	Purpose: Topic based document applicable to all residential development across the district. Provides greater detail on Development Management DPD Policy DM41 in order to support its implementation. Policy DM41 sets out the Council's intentions to maximise the opportunities offered by new development to redress imbalances in the local housing market; achieve housing that genuinely addresses local housing need; and secure affordable housing in perpetuity. Adopted 2012. This will be reviewed in 2020
Shopfronts and Advertisements	Purpose: 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.
Employment and Skills Plans	Purpose: 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
Supplementary Planning Documents in preparation	
Canal Quarter SPD	Purpose: 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.
Local Plan Heysham Gateway SPD	Purpose: 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.
Viability Protocol SPD	Purpose: To provide guidance and parameters for financial viability appraisals to ensure they are submitted and considered consistently. Report 1 and Report 2 of existing report are available here

Local Plan Supplementary Planning Documents	
Air Quality & Low Omissions SPD (currently a PAN)	Purpose: 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 2020.
Meeting Housing Needs SPD (Review)	Purpose: The current SPD was adopted in February 2013. It does not introduce any new policy and is not part of the adopted development plan, however it does add further detail to the relevant policies. The document is therefore a material consideration for any individual or organisation wishing to make a proposal for residential development within the administrative area of the council. A review of this SPD is anticipated to take place in 2020.
Housing in Multiple Occupation SPD	Purpose: To review the quantity and spatial distribution of HMOs, consider the impact that concentrations of HMOs have upon the amenity of an areas (in particular the impact that student HMOs can have upon the amenity of an area) and identify where the control of the concentration of HMOs and the associated advertisements will protect the amenity in communities.
Sustainable Construction and Design	Purpose: To provide guidance on design to encourage more energy efficient forms of development. These measures include advice on building orientation and layout, improving energy efficiency through the use of design, the choice of materials, promoting rainwater recycling, on-site energy generation and incorporating recycling facilities.
Student Housing and Young Workers Accommodation	Purpose: To provide further detail on the implementation policy in the Development Management Document relating to proposals for student housing and young worker accommodation.

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

Planning Advisory Notes (PANs)	
Existing Planning Advisory Notes (PANs)	
Waste and Recycling Provision in Domestic Dwellings	Purpose: To provide information and advice on how waste and recycling facilities can be appropriately incorporated into new development proposals. Published February 2015. This is being updated in 2020.
Open Space Provision in New Residential Development	Purpose: To provide information and advice on standards and thresholds for on-site and off-site open space requirements. Published June 2015.
Edibles in Landscaping (Food growing)	Purpose: To provide information and advice on how the growing of food can be incorporated into new development. Published June 2015.

Planning Advisory Notes (PANs)	
& healthy living)	
Householder Design Guide	Purpose: To illustrate how Local Plan policies encouraging good neighbourly design of residential development, including extensions, can be achieved. Published December 2014
Surface Water Drainage and Flood Risk	Purpose: To provide information and advice on how developments can maximise opportunities to protect from surface water flooding. Published May 2015.
Provision of Electric Charging Points for New Development	Purpose: To provide information and advice to encourage the greater role of electric charging points in new development proposals. This will be updated in 2020.
Cycling & Walking	Purpose: 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.
Housing Standards	Purpose: To provide guidance on how emerging 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 during the periods before and after adoption of policy DM2 in the DMDPD. It was intended to raise awareness of the forthcoming adoption of these standards, so that developers, agents and applicants can prepare for the introduction.
Preparation of comprehensive Masterplans for strategic residential development sites: Procedural Practice Note	Purpose: To provide guidance on the preparation of a comprehensive masterplan for residential-led strategic sites. The note has been 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.
Low emissions and air quality	Purpose: 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.
Self-build and custom build Housing	Purpose: 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.

Planning Advisory Notes (PANs)	
Application of the Flood Risk Sequential Test and Exception Test	Purpose: 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.
Energy Efficiency	Purpose: This PAN will consider whether Local Energy Efficiency Standards can be set.
Hot Food Takeaways	Purpose: This PAN has been prepared and published by Lancashire County Council's Public Health Team and relates to planning applications for hot food takeaways and their potential impacts on public health. The Development Management DPD makes direct reference to the use of this note as a guide to such development.
Planning Advisory Notes (PANs) in preparation	
Re-Use of Non-Allocated Employment Land and Premises for Alternative Uses	Purpose: 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.
Rural Estate Masterplans	Purpose: 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.
Morecambe Bay Recreational Pressures	Purpose: 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

Local Plan other Documents and Process	
Local Development Scheme (LDS) (This document)	Purpose: This document sets out the timetable for preparing documents to be included in the Local Plan
Infrastructure Delivery Plan	Purpose: This document will set 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, (in preparation)

Local Plan other Documents and Process

<p>Policies Map</p>	<p>Purpose: 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 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>Statement of Community Involvement (SCI)</p>	<p>Purpose: 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.</p>
<p>Sustainability Appraisal</p>	<p>Purpose: 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>Habitats Regulation Assessment (HRA) and Appropriate Assessment (AA)</p>	<p>Purpose: 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>Authority Monitoring Report (AMR)</p>	<p>Purpose: 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>Evidence Base</p>	<p>Purpose: 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

4.1 The Council declared a climate emergency in January 2019. The declaration came too late to influence the direction and approach taken in the adopted Local Plan, which was at a significantly advanced stage and had already been submitted to Government for Examination.

- 4.2 Whilst the adopted Local Plan does seek to address climate change, it was too far advanced in the statutory Local Plan process to incorporate some of the actions and direction of the Climate Emergency declaration. Members provided a clear direction that they wished to see an immediate review of the Local Plan to address matters of climate change in a more detailed and comprehensive manner. The Local Plan has therefore entered an immediate partial review and will be updated to reflect the climate change agenda.
- 4.4 To receive updates on progress on the review of the local development plan you can join our consultation database. To do so please contact the planning policy team on: 01524 582383 or, by e-mail at: planningpolicy@lancaster.gov.uk

Table 5 – Scope and Timetable for the Preparation 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 2018 To be reviewed 2020	Sets out how the council will engage with communities in plan preparation.	All of the district	March 2018	Approved July 2018

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 (1) Strategic Policies & Land Allocations DPD	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	Anticipated 29 July 2020

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 (2) Development Management DPD	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	Anticipated 29 July 2020
Review of the Local Plan: Local Plan (1) Strategic Policies & Land Allocations DPD Local Plan (2) Development Management DPD	Preparatory work will commence upon the adoption of the emerging core Local Plan DPDs [Strategic Policies & Land Allocations DPD and Development Management Policies DPD]	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 Arnside & Silverdale AONB DPD and the emerging he Lancaster South AAP	September 2020 – March 2021 [Concludes with eight-week informal consultation on draft documents January 2021 to March 2021]	June 2021 – July 2021 [minimum six-week formal publication period for representations]	August 2021	June 2022
Local Plan Lancaster South Area Action Plan DPD (3)	Preparatory work will commence upon the adoption of the current emerging core Local Plan DPDs [Strategic Policies & Land	Identifies future development needs, the scale and location of development and protects land of environmental, economic and social importance.	Lancaster South	September 2020 – March 2021 [Concludes with eight-week informal consultation on draft documents	June 2021 – July 2021 [minimum six-week formal publication period for representations]	August 2021	June 2022

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
	Allocations DPD and Development Management Policies DPD]			January 2021 to March 2021]			
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
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	Still to decide on approach (SPD or DPD)	Still to decide on approach (SPD or DPD)	Still to decide on approach (SPD or DPD)	Still to decide on approach (SPD or DPD)
Community Infrastructure Levy (CIL) DPD	Preparation of a draft DPD	The Community Infrastructure Levy (CIL) is a planning charge to help deliver infrastructure to support the development of their area.	All of the district	Still to decide on approach (SPD or DPD)	Still to decide on approach (SPD or DPD)	Still to decide on approach (SPD or DPD)	Still to decide on approach (SPD or DPD)

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)
Employment and Skills Plans SPD	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	Adopted August 2018
Canal Quarter SPD	Preparation of a draft SPD	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	17 July 2020 – 14 August 2020	Anticipated August 2020
Housing in Multiple Occupation SPD	Preparation of a draft SPD	The SPD sets out criteria for assessing planning applications	Lancaster and Morecambe	21 st February – 3 rd April 2020	14 August 2020 – 11 September	Anticipated October 2020

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)
Meeting Housing Needs SPD Review	Adopted January 2013 To b reviewed in 2020	The document will provide guidance on the provision of housing mixed and tenure	All of the district	November – December 2020	February 2021	Anticipated April 2021
Viability Protocol SPD	Preparation of a draft SPD	Provide guidance and parameters for financial viability appraisals to ensure they are submitted and considered consistently	All of the district	November – December 2020	February 2021	Anticipated April 2021
Air Quality & Low Emissions SPD	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	September – October 2020	November – December 2020	Anticipated February 2021

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 be reviewed in 2020	To provide guidance on design, this will be a refresh of the current Supplementary Planning Guidance	All of the district	Autumn 2020	January 2021	April 2021
Local Plan Heysham Gateway SPD	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
Sustainable Construction and Design SPD	Preparation of a draft SPD	To provide guidance on design to encourage more energy efficient forms of development. These measures include advice on building orientation and layout, improving energy efficiency through the use of design, the choice of materials, promoting rainwater recycling, on-site energy generation and incorporating recycling facilities.	All the District	January 2021 to March 2021	June 2021 to July 2021	Following adoption of Local Plan

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)
Student Housing and Young Workers Accommodation SPD	Preparation of a draft SPD	To provide further detail on the implementation policy in the Development Management Document relating to proposals for student housing and young worker accommodation.	All the District	tbc	tbc	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 2020	Anticipated Early 2021	Examination Summer 2021	Anticipated Winter 2021	Anticipated Early 2022
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 Late 2020	Anticipated Early 2021	Examination Summer 2021	Anticipated Winter 2021	Anticipated Summer 2022
8	SLYNE-WITH-HEST	✓	✓	Anticipated Late 2020	Anticipated Early 2021	Anticipated Summer 2021	Anticipated Winter 2021	Anticipated Summer 2022
9	ARKHOLME	✓	✓	Intentions of NP preparation unclear at this time				
10	CARNFORTH	✓	✓	Anticipated August 2020	Anticipated February 2021	Anticipated May 2021	Anticipated July 2021	Anticipated August 2021

Name of area		Intention to designated	Area designation	Draft plan	Publication & Submission	Examination	Referendum	Adoption
11	ALDCLIFFE with STODDAY	✓	✓	Anticipated Late 2020	Anticipated Early 2021	Anticipated Summer 2021	Anticipated Winter 2021	Anticipated Winter 2021
12	GRESSINGHAM	✓	✓	Intentions of NP preparation unclear at this time				

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