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**Bath & North East  
Somerset Council**

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**LOCAL DEVELOPMENT  
SCHEME**

**2016 - 2019**

**Bath & North East Somerset - *The place to live, work and visit***

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# 1. INTRODUCTION

## The Local Development Scheme

- 1.1 The Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011, requires all local planning authorities to prepare and maintain a Local Development Scheme (LDS). The LDS is a timetable for the production of the Local Plan, Development Plan Documents and Supplementary Planning Documents that the Council is preparing, or intends to prepare. These documents are known collectively as Local Development Documents (LDDs). It is the starting point for residents and stakeholders to find out what planning policies relate to their area and how these will be reviewed.
- 1.2 The LDS should be kept up-to-date and was last reviewed in December 2016. To cover the period 2015 - 2019, the amendments comprising this version of Local Development Scheme were agreed on 12<sup>th</sup> May 2016.
- 1.3 The Local Development Scheme came into effect on 20<sup>th</sup> May 2016.

A Glossary of terms used in this document is set out at **Appendix C**

## Local Development Framework

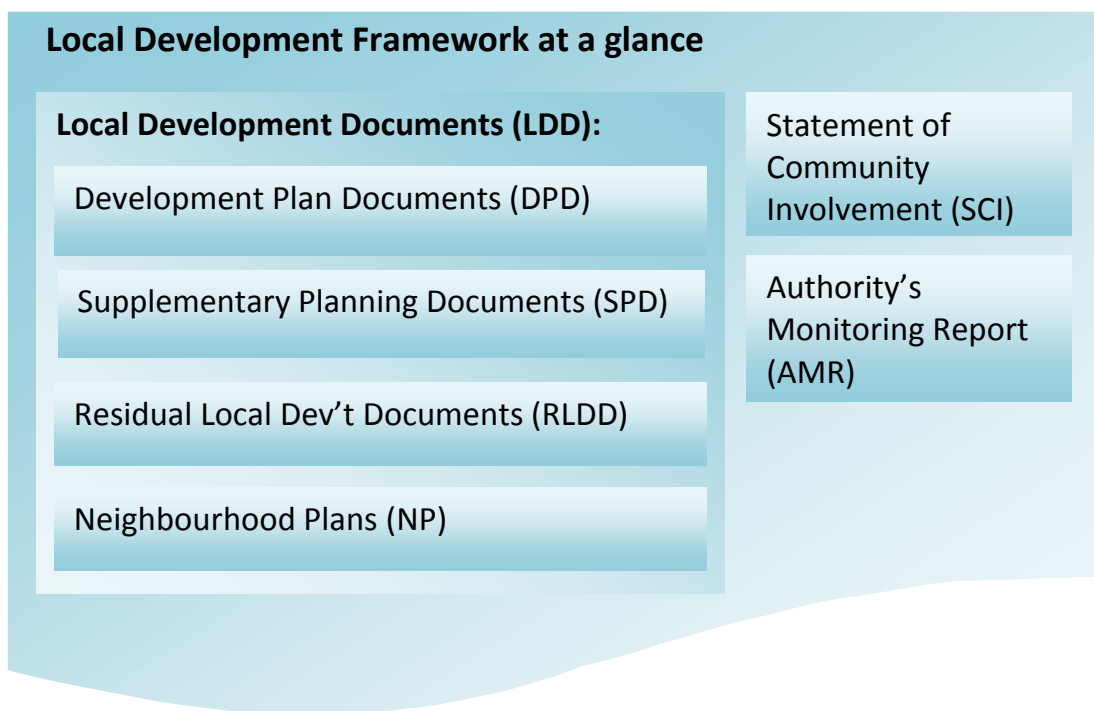
- 1.4 The Local Development Framework comprises a portfolio of locally prepared planning documents (Local Development Documents). It also includes related documents such as the Authority's Monitoring Report (AMR) and the Statement of Community Involvement (SCI).
- 1.5 Local Development Documents (LDD) include:

**Development Plan Documents (DPD).** These set out policies and proposals and have development plan status and therefore have full weight in the determination of planning applications (see paragraph 1.7). They will be subject to community involvement and Sustainability Appraisal/Strategic Environmental Assessment throughout their preparation and will be subject to independent examination. They include Local Plans and Neighbourhood Plans. The policies map should illustrate geographically the Local Plan policies.

**Supplementary Planning Documents (SPD):** Supplementary Planning Documents do not have statutory development plan status but are

useful in providing more detailed guidance and support for policies and proposals in Development Plan Documents. They are quicker to prepare as they are not subject to independent examination. Whilst they constitute a material consideration in the determination of planning applications they cannot be used to formulate planning policy or designate sites. They will however be subject to community involvement and where appropriate Sustainability Appraisal during preparation.

- 1.6 **‘Residual’ Local Development Documents:** This is any other document which does not fall within the remit of a DPD or an SPD.



### The Development Plan for Bath & North East Somerset

- 1.7 Section 38(6) of the Planning and Compensation Act stipulates that planning applications must be determined in accordance with the Development Plan unless material considerations indicate otherwise. This gives considerable weight to Development Plan Documents.
- 1.8 With the adoption of the Core Strategy in July 2014 the Development Plan for Bath and North East Somerset comprises:

## The B&NES Development Plan December 2015

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### **Bath & North East Somerset Core Strategy** adopted July 2014

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**Saved policies from the Bath & North East Somerset Local Plan** adopted October 2007<sup>1</sup>

These policies will be saved for an indefinite period. Some have been replaced by the policies in the Core Strategy (set out in Appendix 1 of the Core Strategy) and the remaining policies are being reviewed through the Placemaking Plan.

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**Joint Waste Core Strategy DPD (JWCS)** adopted March 2011

This supersedes all existing Local Plan policies on Waste apart from Policies WM.4 and WM.9 which will be reviewed through the Placemaking Plan. The JWCS sets out the waste planning strategy for the West of England, addressing the planning aspects of the waste hierarchy promoting waste minimisation, recycling/ composting, recovery and disposal.

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**The Policies Map** (previously known as the Proposals Map)

This illustrates all the allocations and designations set out in the DPDs. It will be revised as each new DPD is adopted where there are allocations or designations. The existing Local Plan Policies Map will be amended to give geographical expression to the Core Strategy and the Placemaking Plan. Proposed amendments to the Policies Map will be publicised alongside the appropriate DPD.

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**Neighbourhood Plans**

Three Neighbourhood Plans have been made ; **Stowey Sutton NP , Freshford and Limpley Stoke, and Clutton**

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- 1.9 There are currently three made (adopted) Neighbourhood Plans in B&NES however there are no or Neighbourhood Development Orders. There are a number of neighbourhood plans currently under preparation (see para 2.10).

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<sup>1</sup> The Schedule of saved Local Plan policies can be viewed [here](#).

1.10 Emerging DPDs will carry weight as set out in the NPPF.

### **Other related planning documents**

1.11 Other key planning related documents the Council is required to produce are a Statement of Community Involvement, a Monitoring Report and a Policies Map as explained below.

1.12 The **Neighbourhood Planning Protocol (NPP)** was adopted in September 2012 and sets out how the following new mechanisms will operate:

- Neighbourhood Fora,
- Neighbourhood Referenda
- Neighbourhood Development Orders
- Community Right to Build

1.13 The NPP also incorporates a review of the Council's **Statement of Community Involvement** which was adopted in 2007. This helps to ensure that the Council is in a position to respond to the Localism agenda efficiently and coherently. This will enable communities to understand the range of opportunities to interact with and take an active role in planning in their locality.

1.14 A minor review of the NPP was undertaken in October 2014 to ensure the information is factually correct and up to date and any anomalies rectified.

1.15 The **Authority's Monitoring Report (AMR)** assesses whether plan production is on target and the extent to which policies in local development documents are being implemented. It monitors key data such as housing completions, growth in office space and losses in industrial space. It will also monitor CIL once finalised. The AMR is based upon the period 1<sup>st</sup> April to 31<sup>st</sup> March each year.

## Bath & North East Somerset's Local Development Framework in 2015

### Development Plan for B&NES

#### Local Development Documents Current

##### Development Plan Documents

- B&NES Core Strategy
- Joint Waste Core Strategy (2011)
- Saved policies from the B&NES Local Plan (2007)\*
- B&NES Policies Map

##### Supplementary Planning Documents

*See Annex A for full list*

##### Other documents

- Authority's Monitoring Report
- Neighbourhood Planning Protocol (*includes the Council's Statement of Community Involvement*)

#### Local Development Documents Under preparation

##### Development Plan Documents

- Joint Strategic Plan
- Placemaking Plan
- Travellers' Sites Plan
- Neighbourhood Plans
- Review of the Core Strategy

##### Supplementary Planning Documents

- Planning Obligations SPD
- Locally Listed Buildings SPD
- Design SPD
- Review of HMS SPD

##### Other documents

- Community Infrastructure Levy

## 2. LOCAL DEVELOPMENT FRAMEWORK PRODUCTION 2016 - 2019

### Progress

#### Development Plan Documents

2.1 The **Core Strategy** (adopted July 2014) sets out the long term strategic planning framework for Bath & North East Somerset and includes a spatial vision and spatial objectives looking ahead to 2029. The Core Strategy forms **Part 1 of the Local Plan** to comply with the NPPF requirement to produce a Local Plan (see below regarding the review of the Core Strategy).

Plan on target

2.2 The Local Development Framework needs to prepare for growth through facilitating delivery of key development sites. To achieve this, the Core Strategy is complemented by the **Placemaking Plan**. This DPD will form **Part 2 of the Local Plan** and identifies development site allocations, reviews designations and make changes to and introduces new Development Management policies. It sets out the development parameters for site allocations in the context of their surroundings. It will specify the delivery mechanisms drawing on key evidence such as the Housing and Economic Land Availability Assessment (HELAA). The Placemaking Plan was submitted to the Secretary of State in April 2016 for Examination with the Hearings to commence in September 2016 and is on target.

Plan on target

2.3 Preparation of the **West of England Joint Planning Strategy** (JSP) by the four West of England Authorities is on target with consultation on the Issues and Options concluding in late January 2016. The JSP will provide a formal coordinated strategic context to inform UA local plan reviews. It will identify: the overall quantum of housing needed in the Wider Bristol Housing Market Area to 2036; the overall spatial strategy for accommodating homes and employment land across the sub-region including strategic locations; and the strategic infrastructure necessary to deliver the spatial strategy for the West of England. Joint studies have been procured to support this process. Consultation on the Draft JSP proposals will take place in Autumn 2016.



- 2.4 The **Core Strategy partial review** was previously scheduled to be undertaken in conjunction with the preparation of JSP with a routine full review in 2019, five years after its adoption. The timetable of the review of the Core Strategy has been amended to align closely with that of the JSP but allowing for key JSP milestones to be achieved in order to avoid abortive work on the review of the Core Strategy. This approach allows B&NES to align with the other UAs and review the B&NES SHMA now instead of 2019 as part of the JSP. The review is likely to be restricted to the following issues:
- Revised housing requirement for B&NES for the period 2016 to 2036, including affordable housing based on a updated SHMA
  - Formal allocation of sites in the strategic locations included in the JSP to meet identified development needs, setting development and infrastructure requirements
  - Establish a strategy for and identify any other sources of housing land supply not identified in the JSP to meet identified development needs
  - Affordable housing policies
  - Revised five-year Housing Land Requirement assessment
  - Inclusion of new policies or amendments to existing policies arising from the above; or from new legislation or from any other significant changes in circumstances and evidence to ensure that the plan is up-to-date
- 2.5 The Core Strategy review as outlined above may have implications for some policies in the Placemaking Plan once adopted necessitating their early review. The timeframe for this would be subject to a future LDS review.
- 2.6 The LDF documents are supported by an **Infrastructure Delivery Plan** to ensure the strategic proposals are deliverable and aligned with infrastructure needs. Linked to this is the revised Planning Obligations SPD. The Core Strategy and the Placemaking Plan will both need to be underpinned by the **Community Infrastructure Levy (CIL)** to address infrastructure funding issues and ensure growth happens in a planned way.
- 2.7 The **Joint Waste Core Strategy** was adopted by the West of England Unitary Authorities in 2011 and, in conjunction with adjoining UAs, consideration will be given to its review during the LDS period.

- 2.8 The **Travellers' Sites Plan** (formerly Gypsies, Travellers and Travelling Showpeople Site Allocations DPD) will establish the location of a number of sites suitable to meet the permanent and transit accommodation needs of Gypsies and Travellers in the District. Preferred Options were published for consultation in July 2012. The further site assessment work needed, the requirement to work jointly with adjoining authorities (Duty to Cooperate) to ensure that all non-Green Belt options are fully explored has affected progress and has necessitated a review of current the timetable. The revised timetable is set out in the Document profiles on page 17.
- 2.9 The Localism Act introduces **Neighbourhood Plans**. These are being prepared by neighbourhood forums under the auspices of the Local Authority and once 'made' they will form part of the Development Plan. To facilitate this process, the Council has introduced a **Neighbourhood Planning Protocol 'My Neighbourhood'** which incorporates the Statement of Community Involvement. The Government is currently funding Neighbourhood Planning support. Between April 2015 and March 2019 *Locality* in partnership with *Planning Aid England* and other partners will deliver the national support package for Neighbourhood Planning.
- 2.10 The current position on Neighbourhood Plans within Bath and North East Somerset Council is summarised below:
- **Stowey Sutton, Freshford and Limpley Stoke and Clutton NPs** have been 'made' (or adopted).
  - **Englishcombe** has passed the examination with modification and is awaiting the community referendum. The Plan is anticipated to be made by the end of 2016.
  - **Chew Valley Area, Whitchurch, Publow with Pensford** are submitting their Draft Plans to B&NES in summer 2016 with the examinations and referendums by the end of the winter 2016/2017.
  - **Stanton Drew parish and Midsomer Norton Town Council** are currently working on their options and Draft Neighbourhood Plans and are expecting to formally submit their Neighbourhood Plans to B&NES by the end of 2016 with examinations and referendums being held in spring 2017.
  - **Timsbury, Batheaston, Westfield Parish Councils and Keynsham Town Council** are currently collating the evidence base for their

Plans by holding consultation events and sending out questionnaires. The next stages will be for the parishes to start developing planning policies.

## Supplementary Planning Documents

Plan  
review

- 2.11 The **Planning Obligations SPD** is a key document in setting out a coordinated approach to securing contributions from development. It is a 'living document' and will be reviewed from time to time to take account of new information. In order to ensure that it is aligned with up-to-date policy, especially the Core Strategy, it has been revised together with the new Community Infrastructure Levy (CIL). The CIL and revised Planning Obligations SPD came into effect on 6th April. This SPD supersedes the Planning Obligations SPD published in 2009 and also Appendix C of the Bath Western Riverside SPD (March 2008, as updated in July 2014).

Plan  
review

- 2.12 The **Energy Efficiency and Renewable Energy Guidance for Listed Buildings and Undesignated Historic Buildings** was adopted in September 2013 as an Appendix to the Sustainable Construction and Retrofitting SPD for use determining Listed Building Consent and Planning Applications. This guidance will be reviewed to reflect any future guidance from Historic England.

- 2.13 Work is now underway on a **Locally Listed Buildings SPD**. The timescale for its production is set out in the summary timetable on page 17.

- 2.14 The review of the SPD on the **Houses in Multiple Occupation** is also due to commence during 2016.

- 2.15 Other SPDs will be prepared depending on their urgency and as resources permit.

## Other related planning documents

- 2.16 The Council has prepared a **Community Infrastructure Levy (CIL)**. The CIL came into effect on 6th April 2015. It enables the Council to raise funds from new development in order to fund the timely delivery of infrastructure. Preparation of a CIL requires an adopted Core Strategy and it includes a charging schedule and a spending regime based on development proposals in the LDF. Its preparation entailed viability

assessments so as not to inhibit development and input from stakeholders. The Infrastructure Delivery Programme will need to be kept up-to-date. The Localism Act requires the allocation of a proportion of CIL revenues raised back to neighbourhoods where development takes place. CIL Strategic Spending Protocol was agreed in July 2015.

- 2.17 Work undertaken so far on the Core Strategy, the Placemaking Plan and with the local community, along with the requirements arising from the NPPF, has stressed the importance of ensuring a sufficient **environmental evidence base**. The 2011 Natural Environment White Paper and work with West of England Nature Partnership also require the preparation of environmental strategies which will be a material consideration in plan preparation and planning decisions and provide the necessary evidence for plan-making. This includes a Trees and Woodland Strategy, Landscape Character Assessments and Design Guidance. These are described in more detail in **Appendix A**.
- 2.18 Although only the work essential to the preparation of the key Development Plan Documents and CIL will be prioritized for the duration of this LDS, there may be scope to initiate some of environmental strategies, in connection with corporate and national priorities
- 2.19 There are 36 conservation areas in the District but only 12 of these have up to date conservation area character appraisals. None at present have management plans, but preparation of an appraisal provides the scope to address management opportunities.
- 2.20 Preparation of a character appraisal and management plan for Keynsham Conservation Area is complete and will be adopted late Summer 2016. The deficiency of not having a character appraisal for Bath Conservation Area was highlighted by the Inspector at the Core Strategy examination. This has begun to be addressed by preparing a framework for a character appraisal for Bath. Characterisation of 6 character areas has been completed and the project to complete the remaining character areas and the character appraisal as a whole is being planned. It is likely that a number of further character areas will be addressed in 2016-17.
- 2.21 Work continues on character appraisals for the rural areas, for Englishcombe and Newton St Lowe. This work is scheduled to be

undertaken in-house during 2016/17. Corston Parish Council is also seeking a character appraisal for Corston Conservation Area and provides the opportunity to continue to pilot a community engagement approach with Corston during 2016/17. Character appraisals for Midsomer Norton, Saltford and Queen Charlton will also be completed in 2016/17. Character appraisals for other rural areas will be undertaken based on development pressure and local demand.

- 2.22 Generally, skills exist in-house for undertaking conservation area character appraisals, however internal resources are limited. As with Corston above, there is the potential to engage students from educational establishments in the development of appraisals; this approach was used for the recent development of Hinton Blewett appraisal.
- 2.23 Progress on the delivery of conservation area appraisals is dependent on funding – consultant engagement, graphic design and printing (if hard copy is needed). In respect of previous appraisals some funding has been available from parish councils.
- 2.24 In December 2015, the Council published Conservation Area Design Guidance (to supplement Placemaking Plan Policy D.9) to cover commercial signage and tables and chairs on the highway. This will be formally adopted Summer 2016.

### **LDD Content and Key Milestones**

- 2.25 The **LDS Summary timetable** setting out an overview of the programme and key milestones for the production of Bath & North East Somerset Local Development Framework is set out after the risk assessment table following para 4.9 and provides a schedule of the LDDs to be prepared during the next 4 years. This is followed by the individual profiles for each LDD.

### **3. THE EVIDENCE BASE**

3.1 The strategies, policies and proposals in the Local Development Documents must be founded on a robust evidence base. A considerable amount of data is available at national and regional level. A number of bespoke studies have been prepared to inform the preparation of its Local Development Framework and other Council strategies. There are also opportunities for the Council to improve its data collection and management strategies. The full Evidence Base informing the Local Development Framework is listed on and is accessible via the Council's website. The evidence base covers the subjects listed below:

- Economic (including Economic Development Needs Assessment)
- Flood Risk
- Housing (including the Housing and Economic Land Availability Assessment or HELAA)
- Infrastructure Delivery Programme
- Recreation, Cultural and Services
- Retail
- Sustainability
- Transport
- Urban Design
- Landscape
- Heritage
- Nature conservation
- Waste
- Green Infrastructure Strategy
- Green Spaces Strategy
- Building Heights Study

3.2 Other studies not covered by the categories above can be found here. A comprehensive list of documents supporting the Core Strategy can be found on the Core Documents List. This is supplemented by the evidence base underpinning the Placemaking Plan which is listed in the emerging Core Documents List for the Placemaking Plan examination.

## 4. PRODUCTION ARRANGEMENTS FOR THE LOCAL DEVELOPMENT FRAMEWORK

### Sustainability Appraisal and Strategic Environmental Assessment

- 4.1 The development of DPDs and SPDs in the Bath & North East Somerset Local Development Framework will be informed by Sustainability Appraisal. Sustainability Appraisal is an iterative process through which the economic, social and environmental effects of a plan under preparation are assessed. It incorporates the requirements of Strategic Environmental Assessment (SEA) as required by EU SEA Directive 2001/42 on the Assessment of certain Plans and Programmes on the Environment. The appraisal process will draw heavily on the evidence base.
- 4.2 In order to protect the integrity of European sites, Local Authorities are obliged to carry out Appropriate Assessment (AA) as a part of the planning process under the Habitats Directive. AA has been and will continue to be carried out in conjunction with the SA as recommended by the Guidance.

### Review and Monitoring

- 4.3 Review and monitoring are crucial to the successful delivery of the spatial vision and objectives of the LDF and will be undertaken on a continuous pro-active basis. The **Authority's Monitoring Report** is prepared for each financial year (see also paragraph 1.15). It has a dual purpose which is to:
- monitor progress of preparation of planning documents against agreed milestones in the LDS
  - assess the implementation of DPD policies against targets which will influence policy review and other decisions

### Resources and Arrangements for Production

- 4.4 The Planning Service co-ordinates the preparation of Local Development Documents in liaison with other relevant Services across the Council. The document profiles (page 17 onwards) outline the responsibilities for document preparation.

## Joint Working

4.5 Bath & North East Somerset Council works jointly with Bristol, North Somerset and South Gloucestershire Unitary Authorities (UAs) on sub-regional planning and cross boundary issues. Section 110 of the Localism Act sets out a new **'duty to co-operate'**. In addition to the other West of England UAs referred to above the Council engages actively with the neighbouring authorities of Mendip District Council, Somerset County Council and Wiltshire Council on strategic issues. The **'duty to co-operate'** applies to all local planning authorities and a number of other public bodies including:

- Environment Agency
- Historic England
- Natural England
- Civil Aviation Authority
- Homes and Communities Agency
- Primary Care Trusts
- Office of the Rail Regulator
- Highways Agency
- Integrated Transport Authorities
- Highways Authorities

4.6 These bodies are required to cooperate with Councils on issues of common concern to develop sound Development Plans. The West of England UAs maintain a Duty to Co-operate schedule to record key co-operation activities.

4.7 The authorities are also working with business leaders as part of the Local Enterprise Partnership (LEP) for the West of England. The LEP does not have a direct role in spatial planning but there is a need for co-ordination in activities. Similarly the Council is committed to working collaboratively with the West of England Nature Partnership (WENP) which accords with advice in the NPPF.

## Member Arrangements and the LDF

4.8 A bespoke Local Development Framework Steering Group guides the production of the Council planning policies and advises the Cabinet Member for Homes and Planning. Decisions on DPDs are made by Full Council in accordance with the Council constitution and other LDDs are agreed as appropriate.



## Risk Assessment

4.9 It is often difficult to anticipate all potential risks which could affect the Local Development Framework programme. There are a number of factors that could affect the Council's ability to deliver the Local Development Framework in accordance with the programme outlined for each of the LDD Profiles. Actions to manage these risks have been identified.

Area of Risk	Likelihood/Impact	Mitigation Measures
Programme slippage	<p><b>Medium/High</b></p> <p>Failure to meet the key milestones for LDDs in the LDS is detrimental to the reputation of the local planning authority. Absence of up to date Development Plan likely to lead to unplanned developments across the district. The deadlines for preparing the Local Development Framework are very challenging given the greater emphasis on community consultation.</p> <p><b>High risk</b></p> <p>Political process lead to delays</p>	<p>Ensure that progress is carefully monitored and that priority is given to achieving the key milestones set out in the LDS.</p> <p>Allow for contingency in the programmes.</p> <p>Use efficient project management.</p> <p>Ensure elected members are properly briefed throughout the plan preparation process including through the LDF Steering Group.</p>
Adequate staff resources	<p><b>Low/Medium</b></p> <p>Should cuts to local government funding together with the current restructuring of Council Services impact on the Planning Services, the potential loss of experienced staff would impact on the preparation of LDDs and heightens the risk of programme slippage.</p>	<p>Ensure that sufficient staff resources with the necessary experience and expertise are available for the production of LDDs.</p> <p>Consider seconding staff from other Services in the Council and/or joint working with neighbouring authorities.</p> <p>Subject to the availability of financial resources, employ temporary staff or consultants.</p>
Financial resources	<p><b>Medium/High</b></p> <p>It is important that there are sufficient financial resources available to prepare LDDs, including for consultants (where necessary), to secure and maintain robust</p>	<p>Ensure the LDS influences budgetary decisions to ensure sufficient resources are in place including a suitable level of contingency. However cuts to local</p>

	evidence base, community consultation and engagement, and for the Examination process in the case of DPDs.	government funding are outside the Council's direct control.
Competing work priorities	<b>Medium/High</b> The Policy Team is involved in a wide range of spatial policy work. Planning applications for major unplanned developments are resource-heavy. There is a risk that the Team's work is diverted from plan making by other unforeseen work pressures such as involvement in planning appeal inquiries, regeneration projects and responding to consultation on emerging Government policies.	Ensure that progress on the Local Development Framework remains a high priority and at certain times other work will have to take a much lower priority. Consideration may then need to be given to outsourcing work to prevent delays in progress.
Evidence base	<b>Low/Medium</b> Lack of an up -to date evidence base will affect the soundness of a DPD	Maintain a proportionate and up to date evidence base. Ensure all policies and proposals can be fully justified with evidence.
Level of public interest in plan making	<b>Medium/High</b> Historically the level of public interest in LDDs has been high during previous consultations and engagement exercises. An unanticipated high level of responses could result in a delay in the programme.	Ensure that resources are in place at appropriate times to ensure representations are dealt with promptly and efficiently.
Neighbourhood Planning	<b>Medium/High</b> An additional stress on staff resources is the requirements to provide professional and technical advice to support Parish and Town Councils in progressing Neighbourhood Plans.	Maintain close liaison with Parish and Town Councils to monitor the scale of work required. Consider to what extent neighbourhood planning aspirations can be delivered through LDDs to reduce costs



## LOCAL DEVELOPMENT DOCUMENT PROFILES

### 5. LOCAL DEVELOPMENT DOCUMENT PROFILES

#### ***PART 1: DEVELOPMENT PLAN DOCUMENTS***

<b>WEST OF ENGLAND JOINT SPATIAL PLAN</b>	
Role and Content	Identifies the housing requirement for the Wider Bristol HMA, identifies the broad locations to meet housing and employment land needs and the infrastructure required to deliver the growth.
Status	Development Plan Document
Geographic Coverage	B&NES, Bristol, North Somerset, South Gloucestershire
<b>TIMETABLE &amp; MILESTONES</b>	
The planned milestones for the Joint Spatial Plan (JPS) are set out below. The early partial review of the B&NES Core Strategy to be undertaken in conjunction with other West of England authorities reviews will be informed by work on the West of England JPS.	
JSP Pre-Commencement Document consultation	December 2014 - March 2015
JSP Issues and Options consultation ( <b>Reg 18</b> )	November 2015 - January 2016
JSP Draft Plan options consultation ( <b>Reg 18</b> )	October - November 2016
Publish Pre-Submission Draft JSP ( <b>Reg 19</b> ) and draft SA report for consultation	April - May 2017
Submission of JSP to Secretary of State ( <b>Reg 22</b> ) with final SA Report	Sept 2017
Examination Hearings Period	Dec 2017
Adoption	March 2018
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Co-ordination with other West of England Authorities of Bristol, North Somerset and South Gloucestershire Councils through the Planning, Housing and Communities Board and the Joint Transport Board. Supporting evidence prepared corporately. LDF Budget. This work will require additional funding for the years 2016/17 and 2017/18 which will be managed through one-off revenue budget requests. Staff resources of the Planning Policy teams working jointly across the 4 UAs.
Key Evidence:	SHLAA, HELAA, EDNA, Infrastructure & Viability studies, FRA, Environmental Assessments, Sustainability Appraisals.
Community/stakeholder involvement	In accordance with the Town and Country Planning (Local Development) (England) Regulations and the Neighbourhood Planning Protocol.
<b>POST-PRODUCTION</b>	
Monitoring & Review	Outputs incorporated in a review of the Core Strategy and monitored via the AMR.

## LOCAL DEVELOPMENT DOCUMENT PROFILES

<b>CORE STRATEGY DPD REVIEW</b>	
<p><i>The Core Strategy will be reviewed around every five years following adoption. However, there will be an early partial review in conjunction with the review of West of England Authorities Core Strategies informed by work on the Joint Spatial Plan.</i></p>	
Role and Content	The Core Strategy sets out the spatial vision, spatial objectives, core policies and a delivery strategy for the development of the district and framework for development management It will be underpinned by an Infrastructure Delivery Plan to ensure a deliverable strategy. Currently the Core Strategy constitutes Part 1 of the Local Plan but it will be incorporated with the Placemaking Plan in due course to form a single Local Plan.
Status	Development Plan Document
Geographic Coverage	District wide
<b>TIMETABLE &amp; MILESTONES</b>	
<p>The planned milestones for the Core Strategy Review is set out below. The early partial review of the B&amp;NES Core Strategy to be undertaken in conjunction with other West of England authorities' reviews will be informed by work on the West of England JSP.</p>	
Commencement	Dec 2016
Issues and Options consultation ( <b>Reg 18</b> )	June - July 2017
Publication Draft ( <b>Reg 19</b> ) and draft SA report for consultation	November 2017
Submission of to Secretary of State ( <b>Reg 22</b> ) with final SA Report	March 2018
Examination Hearings Period	June 2018
Adoption	September 2018
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Planning Policy Team, LDF Budget & LDF Governance arrangements
Key Evidence:	SHLAA, HELAA, EDNA, Infrastructure & Viability studies, FRA, Environmental Assessments, Sustainability Appraisals.
Community/ stakeholder involvement	In accordance with the Town and Country Planning (Local Development) (England) Regulations and the Neighbourhood Planning Protocol.
<b>POST-PRODUCTION</b>	
Monitoring & Review	The implementation of the objectives and policies of the Core Strategy will be monitored as part of the AMR as set out in the submission Core Strategy.

## LOCAL DEVELOPMENT DOCUMENT PROFILES

<b>PLACEMAKING PLAN DPD</b>	
Role and Content	This is a place focussed plan, containing both site allocations and updated planning policies for Development Management. The Placemaking Plan constitutes Part 2 of the Local Plan.
Status	Development Plan Document
Conformity	National Policy Framework; National Planning Policy Guidance
Geographic Coverage	District-wide but area based
<b>TIMETABLE &amp; MILESTONES</b>	
Pre-production period including commencement of document preparation	September 2013
Issues and alternative options consultation ( <b>Reg 18</b> )	November 2014
Publish Pre-Submission Draft DPD ( <b>Reg 19</b> ) and draft SA report for consultation	December 2015
Submission to Secretary of State ( <b>Reg 22</b> ) with final SA Report	April 2016
Examination Hearings Period	July - September 2016
Receipt of Inspector's report	November 2016
Adoption and publication	December 2016
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Prepared by Planning and Transport Services in conjunction with other Services and consultant expertise where required. Corporate steer by the LDF Steering Group with key stages to be agreed at Cabinet and/or Council.
Key Evidence:	SHLAA, IDP, Viability Assessments.
Community and stakeholder involvement	In accordance with Regulations 18 and 19 of the Town and County Planning (Local Planning) (England) Regulations 2012 and the Neighbourhood Planning Protocol Take account of previous consultation on Core Strategy and Economic Regeneration Delivery Plans.
<b>POST-PRODUCTION</b>	
Implementation, Monitoring & Review	The implementation of the objectives and policies of the DPD will be monitored as part of the AMR.

## LOCAL DEVELOPMENT DOCUMENT PROFILES

<b>TRAVELLERS' SITES PLAN</b>	
Role and Content	Allocate specific sites to meet the accommodation needs of the travelling community
Status	Development Plan Document
Chain of conformity	National Policy, Core Strategy
Geographic Coverage	District-wide
<b>TIMETABLE &amp; MILESTONES</b>	
Commencement and early stakeholder and community engagement in document preparation	July 2009
Publication of issues and alternative options for consultation <b>(Reg 25)</b> <sup>2</sup>	November 2011 – January 2012 (Issues & Options - call for sites and site assessment criteria)
Publication of preferred options for consultation <b>(Reg 18)</b>	June – July 2012 (alternative and preferred sites)
Publication of revised set of site options for consultation	April/May 2017
Publication and public participation on draft DPD <b>(Reg 19)</b> and draft SA report	October/November 2017
Submission to Secretary of State <b>(Reg 22)</b> with final SA Report	February 2018
Commencement of Hearings	May 2018
Receipt of Inspector's report	August 2018
Adoption and publication	November 2018
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Prepared by Planning Services in collaboration with other relevant Council Service areas, external authorities service providers and specialist consultant advisors as required. Key stages to be agreed at Cabinet and Council. The Policies Map will be revised accordingly. Cost to be shared between the Services.
Community and stakeholder involvement	In accordance with Regulations 18 and 19 of the Town and County Planning (Local Planning) (England) Regulations 2012 and the Neighbourhood Planning Protocol
<b>POST-PRODUCTION</b>	
Monitoring & Review	The DPD will be monitored as part of the AMR and will be reviewed if the monitoring highlights such a need.

<sup>2</sup> Prepared under the Town and County Planning (Local Development) (England) (Amendment) Regulations 2008 until March 2012.

# LOCAL DEVELOPMENT DOCUMENT PROFILES

## ***PART 2: SUPPLEMENTARY PLANNING DOCUMENTS***

Currently work is programmed on five SPDs in the first part of the LDS period. These are listed below and the broad programme for preparation is shown on the summary diagram on page 17.

- A review of the Planning Obligations SPD linked to the review of the Community Infrastructure Levy
- A review of the Bath HMO SPD might also be required in the LDS period, depending on the outcome of monitoring
- The existing Building Heights Study will form the basis of the preparation of an SPD
- A Design Guide SPD for new development in Bath
- The Locally Important Listed Buildings.
- A review of the Energy Efficiency and Renewable Energy Guidance for Listed Buildings and Undesignated Historic Buildings - Appendix to the Sustainable Construction and Retrofitting SPD. The timing of this is dependent on evidence published by Historic England and is therefore not shown in the summary document

Other SPDs will be prepared depending on their urgency and where resources permit.



## LOCAL DEVELOPMENT DOCUMENT PROFILES

### ***PART 3: OTHER LOCAL DEVELOPMENT DOCUMENTS***

<b>POLICIES MAP (Proposals Map)</b>	
Role and Content	The Policies Map identifies site-specific proposals, designations, and locations and areas to which specific policies in other DPDs apply on an Ordnance Survey base map and will include inset maps. This map evolves with each Development Plan Document.
Status	Development Plan Document
Conformity	Conformity with other Development Plan Documents (DPDs).
Geographic Coverage	District-wide
<b>TIMETABLE &amp; MILESTONES</b>	
The production of the Policies Map is dependent on the timetable of DPDs which require the geographical expression of location of site-specific proposals and area based policies and will be updated as DPDs are adopted.	
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Prepared by Planning Services with Corporate GIS and technical support. Preparation of printed versions and interactive electronic versions will be outsourced as required. Key stages to be agreed at Cabinet and Council.
Community and stakeholder involvement	In accordance with Regulations 18 and 19 of the Town and County Planning (Local Planning) (England) Regulations 2012 and the Neighbourhood Planning Protocol.
<b>POST-PRODUCTION</b>	
Monitoring & Review	An amendment to the Policies Map is contingent on the outcome of the monitoring and review of DPDs.

## LOCAL DEVELOPMENT DOCUMENT PROFILES

<b>NEIGHBOURHOOD PLANNING PROTOCOL</b> (incorporating the Statement of Community Involvement)	
Role and Content	The SCI sets out how the community, stakeholders and interested parties are involved in the production of plans and proposals for the District and the determination of planning applications. The NPP reflects the localism agenda and sets out the engagement processes, guidance for the establishment of Neighbourhood Fora, preparation of Neighbourhood Plans and Neighbourhood Development Orders.
Status	LDD
Chain of conformity	Must at least meet the minimum requirements set out in the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008. The SCI has regard to the Council's corporate communication strategy.
Geographic Coverage	Whole District
<b>TIMETABLE &amp; MILESTONES</b>	
Addendum published alongside adopted SCI as required	
Revisions to the SCI finalised and agreed by Council	
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Prepared by Planning service in conjunction with Policy & Partnerships Team and in consultation with Member portfolio holder. Agreed by the Council/Cabinet.
Community and stakeholder involvement	Fundamental revisions to the SCI will entail community engagement.
<b>POST-PRODUCTION</b>	
Monitoring & Review	To be reviewed on an ongoing basis in response to problems or successes consulting on LDDs or planning applications and as part of the AMR and changes in government legislation

## LOCAL DEVELOPMENT DOCUMENT PROFILES

<b>COMMUNITY INFRASTRUCTURE LEVY (CIL)</b>	
Role and Content	The CIL is a levy on new development to fund the timely delivery of infrastructure needed to support development.
Status	Local Development Document
Chain of conformity	Core Strategy; Infrastructure Delivery Programme (IDP)
Geographic Coverage	Whole District
<b>TIMETABLE &amp; MILESTONES FOR ANNUAL REVIEW</b>	
Update and publish B&NES IDP.	By 30 <sup>th</sup> June annually
Service / Infrastructure Providers to submit the CIL Bid forms	From 1 <sup>st</sup> to 31 <sup>st</sup> July annually
Assess the CIL Bid forms and prepare a summary report	August annually
Prepare a draft Spending Priority Programme	August/September annually
Finalise the draft Spending Priority Programme and make an recommendation to the Cabinet	October/November annually
CIL Spending Priority Programme agreed	December annually
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	<p>Charging schedule and a spending regime based on development proposals in the LDF, viability assessments &amp; the Infrastructure Delivery Programme to be prepared by the Planning &amp; Transport Service in conjunction with other Council services. This will be overseen by the LDF Steering Group with decisions made by Cabinet/Council. The work will be co-ordinated by the Officer Development Co-ordination Group with input from external developers/stakeholders as required.</p> <p>Other key tasks are:</p> <ul style="list-style-type: none"> <li>- Clarifying the proportion to be allocated back to neighbourhoods</li> <li>- Establish enforcement arrangements/penalisation for non-payment</li> </ul>
Community and stakeholder involvement	Community engagement was undertaken in preparation of charging schedule, spending regime and neighbourhood element in accordance with the Neighbourhood Planning Protocol.
<b>POST-PRODUCTION</b>	
Implementation	<p>B&amp;NES, as both the charging and collecting authority will issue a liability notice on grant of planning permission. The levy is paid on commencement of and during development.</p> <p>Establish collection arrangements</p>
Monitoring and Review	A report on the levy raised and what it is spent on will be included in the AMR.

<b>CONSERVATION AREA CHARACTER APPRAISALS</b>	
Role and Content	<p>Local planning authorities are obliged to designate as conservation areas any parts of their own area that are of special architectural or historic interest, the character and appearance of which it is desirable to preserve or enhance. Local planning authorities also have a duty to review past designations from time to time to determine if any further parts of their area should be conservation areas.</p> <p>Conservation area designation introduces a general control over the demolition of unlisted buildings and provides a basis for planning policies whose objective is to conserve all aspects of character or appearance, including landscape and public spaces, that define an area's special interest.</p> <p>There are 36 conservation areas in the District but only 12 of these have up to date conservation area character appraisals. None at present have management plans, but preparation of an appraisal provides the scope to address management opportunities.</p>
Geographic Coverage	District-wide conservation areas
<b>TIMETABLE &amp; MILESTONES</b>	
<p>The production of the conservation area character appraisals outside Bath is to be planned alongside resources available, development pressure and local demand.</p> <p>Bath Conservation Area character appraisals planned to be progressed during 2016-17.</p>	
<b>ARRANGEMENTS FOR PRODUCTION</b>	
Resources required and management arrangements	Prepared by Planning and Conservation team with consultants. Preparation of printed versions and interactive electronic versions will be outsourced as required. Key stages to be agreed at Cabinet and Council.
Community and stakeholder involvement	In accordance with Regulations 18 and 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 and the Neighbourhood Planning Protocol.
<b>POST-PRODUCTION</b>	
Monitoring & Review	All progress relating to implementation will be reported in the AMR.

## Natural Environment and Urban Design Evidence and Strategies

1. The West of England Nature Partnership (WENP) launched in June 2013 is one of 47 Local Nature Partnerships given statutory status by Defra. The WENP will develop and advocate an investment strategy for the natural environment of the West of England that provides a range of essential services to support economic development and public health. The WENP aims to provide coherent and cohesive representation of a range of stakeholders concerned for the natural environment and work in partnership with economic development agencies, health authorities and other statutory bodies to create a truly joined up approach in the West of England. The National Planning Policy Framework (NPPF) states that local planning authorities should work collaboratively with Local Nature Partnerships.

### *Landscape*

2. One of the core principles the NPPF is that planning should recognise the intrinsic character and beauty of the countryside. Landscape Character Assessment is the tool that informs judgements on the value of landscapes and should be undertaken at a scale appropriate to local and neighbourhood plan-making. The rural character assessment of the District was carried out in 2003 and an assessment of Bath was carried out in 2005 as a precursor to more detailed Conservation Appraisals across Bath which are still pending, and are dependent on available resources.
3. The District is vulnerable to impacts on the landscape and visual character because the existing character assessments carried out to current methodologies to accord with government policy. A District landscape character assessment carried out in partnership between the Council, and parishes and local communities is needed. This will inform planning decisions and will help to provide the context for other related assessments including local planning initiatives such as Neighbourhood Plans where these are undertaken.

### *Trees and Woodland Strategy*

4. The need for a tree and woodland strategy has been identified through a number of related studies (Public Realm and Movement Strategy, Green Space Strategy, Green Infrastructure Strategy etc.). This is especially relevant with the high level of public interest in this area following the governments proposed sell off of the public forestry estate and the risks of significant landscape scale tree loss through ash die-back and other tree related disease. The objective is to produce, adopt and implement a collaborative strategy for protecting, developing and managing a thriving, benefit-generating treescape which is in tune with local needs and aspirations.

### *Ecology*

5. In 2011 Government published a Natural Environment White Paper setting out its goals and vision for the natural environment followed later that year by Biodiversity 2020 Government's biodiversity strategy. The NPPF sets out the requirement to map ecological corridors and also to be able to respond to biodiversity offsetting. There is a need for the council to review/consider these needs and set out its approach, this should ideally be done to tie in with the plan review.

### *Design*

6. As part of updating district wide design standards for the Placemaking Plan there may be scope to prepare an 'Evolving Place' project, an SPD providing planning applicants with guidelines on achieving Good Design. This would incorporate the requirement in NPPF for Local Authorities to 'deliver a wide range of high quality homes' (chapter 7, pp14-16) together with 'Promoting Healthy Communities' (NPPF chapter 8 pp17-19) into a detailed and comprehensive guidance document for use in planning prepared with input across Council services and the public and based on describing how to meet the relevant Core Strategy Policy CP6 'Environmental Quality' and NPPF requirements as well as integrating relevant corporate strategies.

## Status of current Supplementary Planning Documents and Guidance

*At its meeting on 10<sup>th</sup> July 2014 the Council agreed that the following adopted Supplementary Planning Documents and Guidance should also supplement the Core Strategy.*

**Agricultural Building Design Guidelines for the Mendip Hills AONB** (published 2001, revised 2013) supplements saved Policy NE.2 in the Bath & North East Somerset Local Plan.

**Archaeology in Bath & North East Somerset SPG** (May 2004) and **Archaeology in Bath SPG** (May 2004) supports saved Policies BH.11, BH.12 and BH.13 in the Bath & North East Somerset Local Plan.

**Bath City-wide Character Appraisal** (August 2005) supports saved Policies BH.6, BH.8, BH.15, D.1, D.2, D.4, HG.7, GB.2, NE.1, NE.2, NE.3, NE.12 and NE.15 in the Bath & North East Somerset Local Plan.

**Bath Western Riverside SPD** (March 2008) supplements Bath & North East Somerset's Local Plan site allocation Policy GDS.1/B1.

**Existing Dwellings in the Green Belt SPD** (October 2008) supplements saved Policies HG.14 and HG.15 in the Bath & North East Somerset Local Plan.

**Guidelines for Horse-related Development for the Mendip Hills AONB** (published 2004, revised 2012) supplements saved Policies NE.2 and SR.12 in the Bath & North East Somerset Local Plan.

**Houses in Multiple Occupation in Bath SPD with Article 4 Direction for HMO in Bath** (June 2013) introduces a new threshold policy which supplements saved Policy HG.12 in the Bath & North East Somerset Local Plan

### Conservation Area Appraisals

The Council has a number of Conservation Areas, the following of which are SPD or a material consideration

- Paulton Conservation Area Statement (2003)
- Chew Magna Conservation Area Statement (2003)
- Midsomer Norton and Welton Conservation Area Statement(2004)
- South Stoke Conservation Area Appraisal (March 2014)
- Hinton Blewett Conservation Area Appraisal (July 2014)
- Combe Hay Conservation Area Appraisal (July 2014)
- Claverton Conservation Area Appraisal
- Freshford and Sharpstone Conservation Area Appraisal
- Pensford Conservation Area Appraisal
- Radstock Conservation Area Appraisal
- Wellow Conservation Area Appraisal
- Woollard Conservation Area Appraisal

### **Village Design Statements**

- Peasedown St. John Village Statement (2001)
- Hallatrow & High Littleton Design Statement (2003)
- Paulton Village Design Statement (2003)
- Bathford Village Design Statement (2005)
- Chew Magna Village Design Statement (2006)
- Larkhall Character Statement and Development Principles (1998)

**Planning Obligations SPD** (July 2009) supplements saved Policy IMP.1 in the Bath & North East Somerset Local Plan.

**Retrofitting & Sustainable Construction SPD** (February 2013) (incorporating the Listed Building Guidance Appendix) supplements saved the Bath & North East Somerset Council Local Plan and Policies CP1 and CP2 of the Core Strategy.

**Rural Landscapes of Bath & North East Somerset: A Landscape Character Assessment** (February 2003) supports saved Policy NE.1 in the Bath & North East Somerset Local Plan.

**Streetscape Manual SPD** (April 2005) supplements saved Policy D.2 in the Bath & North East Somerset Local Plan.

**Walcot Street Works** (1997), **Cherishing Outdoor Places** (1994), and **External Building Materials Local Design Guide** supplement the Bath & North East Somerset Local Plan.

**City of Bath World Heritage Site Setting SPD** (August 2013) supplements Core Strategy Policy B4.



## GLOSSARY OF TERMS

- AAP** An **Area Action Plan** can be used to provide a planning framework for areas of change and areas of conservation. Area Action Plans will have the status of Development Plan Documents.
- AMR** The **Authority's Monitoring Report** will assess the implementation of the Local Development Scheme and the extent to which policies in Local Development Documents are being successfully implemented. Previously known as an Annual Monitoring Report.
- CS** **Core strategy:** sets out the long-term spatial vision for the local planning authority area, the spatial objectives and a strategic policy framework to deliver that vision. The Core Strategy will have the status of a *Development Plan Document* and will form Part 1 of the new style Local Plan.
- DP** **Development Plan:** as set out in Section 38(6) of the Act, an authority's development plan consists of the relevant *Development Plan Documents* contained within its *Local Development Framework*.
- DPD** **Development Plan Document:** spatial planning documents that are subject to independent examination will form the *Development Plan*. They can include a *Core Strategy*, *Site Specific Allocations of land*, and *Area Action Plans* (where needed). Other Development Plan Documents, including generic Development Control Policies, can be produced. They will all be shown geographically on an *adopted Policies Map*.
- LDF** **Local Development Framework:** the name for the portfolio of *Local Development Documents*. It consists of *Development Plan Documents*, *Supplementary Planning Documents*, a *Statement of Community Involvement*, the *Local Development Scheme* and *Annual Monitoring Reports*. Together these documents will provide the framework for delivering the spatial planning strategy for a local authority area.
- LDD** **Local Development Document:** the collective term for Development Plan Documents, Supplementary Planning Documents and the Neighbourhood Planning Protocol.
- LDS** **Local Development Scheme:** sets out the programme for preparing *Local Development Documents*.
- LEP** **Local Enterprise Partnerships:** locally-owned partnerships between local authorities and businesses and play a central role in determining local economic priorities and undertaking activities to drive economic growth and the creation of local jobs.
- NPP** **Neighbourhood Planning Protocol:** sets out mechanisms for:
- Neighbourhood Fora
  - Neighbourhood Referenda

- Neighbourhood Development Orders
- Community Right to Build

This includes a review of the Council's Statement of Community Involvement.

**NPPF National Planning Policy Framework** sets out the Government's planning policies for England and how these are expected to be implemented. It replaces all previous planning policy guidance notes and planning policy statements.

**PMP Placemaking Plan:** a Development Plan Document being prepared to complement the strategic framework in the Core Strategy by setting out detailed development principles for identified sites and other policies for managing development across Bath & North East Somerset. It will form Part 2 of the new style Local Plan.

**Policies Map:** previously referred to as the **Proposals Map** and illustrates geographically the policies and proposals in the Development Plan Documents (DPD) on an Ordnance Survey map. Inset Maps show policies and proposals for specific parts of the district. It will need to be revised each time a new DPD is adopted.

**RSS Regional Spatial Strategy:** set out the region's policies in relation to the development and use of land and forms part of the *development plan* for local planning authorities. Regional strategies remained part of the development plan until they were formally revoked by the Secretary of State in May 2013.

**Saved policies or plans:** existing adopted development plans are saved for three years from the date of commencement of *the Act*. Any policies in old style development plans adopted after commencement of the Act will become saved policies for three years from their adoption or approval.

**SA Sustainability Appraisal:** tool for appraising policies to ensure they reflect sustainable development objectives. Sustainability Appraisals are required in the Act to be undertaken for all local development documents.

**SEA Strategic environmental assessment:** a generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.

**SPD Supplementary Planning Document:** provide supplementary information in respect of the policies in *Development Plan Documents*. They do not form part of the Development Plan and are not subject to independent Examination.

**This document can be made available in a range of community languages, large print, Braille, on tape, electronic and accessible formats from the Planning Policy Team Tel (01225 477548) Fax (01225 477617), Minicom (01225 477535).**