

Bassetlaw Local Development Scheme 2022-2025

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1. Purpose of the Local Development Scheme

- 1.1 National planning policy place Local Plans and planning policy documents at the heart of the planning system. These documents set out a vision and a framework for the future development of an area, addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure – as well as safeguarding the environment, adapting to climate change and securing good design.
- 1.2 A Local Development Scheme (LDS) is the first point of contact for anyone wishing to find out which planning policy documents apply to Bassetlaw, and their status. The plan making process is complicated - this LDS provides details on the new Bassetlaw Local Plan and other planning policy documents so that local communities and interested parties can keep track of progress and wider plan making context. A Glossary is in Appendix 1.
- 1.3 In essence, it is a project plan setting out the timetable of work the Council will undertake from May 2022 until December 2025. It identifies the documents that will be given priority during this period, the subjects and area these documents will cover and the timetable for their preparation.
- 1.4 It is important that plans for the future development of the District are produced in a timely and efficient manner. If not, development which is crucial to the social, economic and environmental well-being of the District and its residents may be delayed, the co-ordination of development and infrastructure provision may be difficult to achieve and it puts at risk the Council's ability to defend planning decisions at appeals. If the Council's monitoring indicates the need to adjust the LDS timetable or if there is a need to revise and/or prepare new planning documents in response to national planning policy or local circumstances, this LDS will be adjusted accordingly.
- 1.5 Unavoidable circumstances arising out of the Covid pandemic in 2020-21 resulted in a consequential impact upon the Local Plan evidence work and Local Plan timetable. Whilst the Council maintained momentum on the Local Plan during the pandemic the long term impacts are still being experienced, and a few evidence documents were completed later than anticipated. All such work has been undertaken with the agreement of relevant statutory partners.
- 1.6 Additionally, just prior to the Local Plan being submitted to the Secretary of State in March 2022, one of two landowners of the Bassetlaw Garden Village withdrew their land from the Local Plan. Consequential changes to the LDS January 2022 is necessary to accommodate a Local Plan Second Addendum consultation before submission takes place slightly later than expected in July 2022.
- 1.7 It is therefore necessary to update the LDS at this point, to ensure relevant planning policy documents, including the Local Plan, are being prepared in accordance with up to date evidence and project plan.

2. Bassetlaw Statutory Development Plan

- 2.1 The Bassetlaw Core Strategy and Development Management Policies Development Plan Document (DPD), together with any 'made' neighbourhood plans, and the Nottinghamshire Minerals and Waste Local Plans form the statutory Development Plan for Bassetlaw. All planning applications should be in accordance with the Development Plan unless material considerations indicate otherwise.

Bassetlaw Core Strategy and Development Management Policies DPD

- 2.2 Adopted in 2011, this DPD sets out a spatial strategy for the future development of Bassetlaw, including the amount of new development to be provided by 2029. It also provides policies for the determination of planning applications, including those relating to the protection and enhancement of the natural and built environment. It does not contain site allocations.

Nottinghamshire Minerals and Waste Local Plans

- 2.3 Nottinghamshire County Council is the Minerals and Waste Planning Authority for Nottinghamshire. They are responsible for determining planning applications for minerals extraction and associated development and waste proposals.
- 2.4 The County Council adopted the Nottinghamshire Minerals Plan in March 2021. This will provide guidance for minerals planning in the District. The Nottinghamshire Waste Core Strategy, December 2013 and the saved policies of the 2007 Waste Local Plan provide guidance for waste planning in the District.

Neighbourhood Plans

- 2.5 Following the introduction of the Localism Act 2011 communities can now choose to produce a neighbourhood plan, which contain policies that help shape and deliver new development in their area. A Neighbourhood Plan helps guide development, rather than prevent it. Policies should cover local issues rather than strategic issues. Currently, there are 21 made Neighbourhood Plans in the District. More information about the current status of Neighbourhood Plans can be found on the Council's website www.bassetlaw.gov.uk
- 2.6 Neighbourhood plans are led by the community and are subject to rigorous community involvement, consultation, independent examination, and a referendum. Once made by the Council, decisions on planning applications must be made in accordance with them (and any other policies forming part of the development plan) unless material considerations indicate otherwise.

3. Other Planning Policy Documents

Community Infrastructure Levy

- 3.1 The Community Infrastructure Levy (CIL) was introduced by the Planning Act 2008 and defined in the CIL Regulations 2010 (as amended). The Council introduced its CIL Charging Schedule in September 2013 - CIL is a locally set charge on new development, based on the size and type of development. The funds raised are used to provide infrastructure which is required to support new development across the District.

Supplementary Planning Documents

- 3.2 Supplementary Planning Documents (SPDs) provide more detail and guidance about a specific topic or site in the adopted Core Strategy, but do not set new policy. SPDs are not subject to independent examination; however they are subject to community consultation. All SPDs are material considerations in the determination of a planning application.
- 3.3 The Council has four adopted SPDs:
- Affordable Housing SPD, January 2014
 - Residential Design, December 2013
 - Residential Parking Standards, June 2012
 - Shopfronts and Signage, July 2014

Statement of Community Involvement

- 3.4 The Statement of Community Involvement (SCI) sets out how the Council will involve the community and stakeholders in plan-making and when considering planning applications. The SCI also sets out the level of consultation that developers will be encouraged to undertake, before submitting an application, particularly those involving major or controversial proposals. The Council's current SCI was adopted in 2020.

Authority Monitoring Report

- 3.5 The Council is required to prepare an Authority Monitoring Report (AMR) which provides progress on the production of documents identified in this LDS. It also assesses the effectiveness of the Core Strategy policies. Bassetlaw's AMR's are published annually and are available on the Council's website www.bassetlaw.gov.uk

Evidence base

- 3.6 A range of information including background studies, research and surveys are being undertaken to inform the new Local Plan. Many have been undertaken by the Council, some by consultants on behalf of the Council, others in partnership with other Local Authorities and the County Council to take into account any issues and opportunities affecting neighbouring areas and the wider region. The evidence base can be viewed at www.bassetlaw.gov.uk

4 Bassetlaw's New Planning Policy Documents

Bassetlaw Local Plan

- 4.1 The Council is progressing with the preparation of a single Local Plan covering the whole of the District. This will replace, when adopted, the Core Strategy and Development Management Policies DPD.
- 4.2 The new Local Plan process will enable on-going stakeholder and public consultation on a wide range of planning issues. This will be undertaken alongside the Council's Duty to Co-operate with key stakeholders including neighbouring authorities.

Bassetlaw Local Plan	
Subject and Scope	Outlines the long term vision and priorities for Bassetlaw District. Sets out the amount and distribution of new development providing a comprehensive and long-term planning framework for the period up to 2038. The Plan will also contain site allocations and policies for the determination of planning applications. A Policies Map will define geographically the development proposals and have notations to allow for the application of planning policies.
Plan Period	2020 to 2038
Status	Development Plan Document
Chain of Conformity	National Planning Policy Framework/PPG Nottinghamshire Minerals and Waste Local Plans Made Neighbourhood Plans Relevant Council Plans and Strategies
Geographic Coverage	Bassetlaw District
Replaces/Supersedes	Bassetlaw Core Strategy and Development Management Policies DPD
Production/Management	Planning Policy team, BDC
Anticipated Resources	Planning Policy Officers Other Council officers External Consultants
Review	All policies to be reviewed to assess whether they need updating by 2028.
Timetable	See Appendix 2

Community Infrastructure Levy

- 4.3 The Bassetlaw Whole Plan & CIL Viability Assessment (2022) proposed revisions to the Council's CIL Charging Schedule. To ensure any changes to CIL can inform the emerging Local Plan, a formal review of the CIL Charging Schedule will be aligned with the preparation of the new Local Plan.

Bassetlaw Community Infrastructure Levy Charging Schedule	
Subject and Scope	The Community Infrastructure Levy is a statutory charge on eligible new development that is used to contribute to funding strategic infrastructure needed to support new development in the District. The Charging Schedule will set out the proposed CIL charges for different types of development across the District. It will also identify which type of development will be exempt from a CIL charge. It will use a formula based on £ per sqm of floorspace.
Plan Period	From date of adoption
Status	Adopted Council policy
Chain of Conformity	National Planning Policy Framework/PPG Bassetlaw Local Plan Made Neighbourhood Plans Relevant Council Plans and Strategies
Geographic Coverage	Bassetlaw District
Replaces/Supersedes	Bassetlaw Community Infrastructure Levy Charging Schedule 2013
Production/Management	Planning Policy team, BDC
Anticipated Resources	Planning Policy Officers External Consultants
Review	Schedule to be reviewed to assess whether it needs updating by 2028 to align with the review of the Local Plan.
Timetable	See Appendix 3

Workshop Central Development Plan Document (DPD)

- 4.4 The new Bassetlaw Local Plan proposes significant regeneration to the central area of Workshop. The new Local Plan will set out the housing requirement for Workshop Central, but so that regeneration is delivered in a comprehensive, co-ordinated way and addresses the area’s specific economic, social and environmental issues, and secures investment and infrastructure within Workshop Central it is necessary to produce a dedicated DPD to facilitate delivery.
- 4.5 The Workshop Central DPD will be consistent with, and complement the Bassetlaw Local Plan to enable both documents to be used together. It will provide more details relating to the delivery of key sites within the DPD boundary including the type, mix and tenure of development, the design and functionality of the built and natural environment, improvements to movement and connectivity, as well as a framework for delivery and implementation.

Workshop Central Development Plan Document	
Subject and Scope	Outlines the long term vision and priorities for Workshop Central. Sets out the amount and distribution of new development providing a comprehensive, long-term planning framework up to 2040. The DPD will also contain site allocations and policies for the determination of planning applications. A Policies Map will define geographically the development proposals and have notations to allow for the application of planning policies.
Plan Period	2020 to 2040
Status	Development Plan Document
Chain of Conformity	National Planning Policy Framework/PPG Bassetlaw Local Plan Nottinghamshire Minerals and Waste Local Plans Relevant Council Plans and Strategies
Geographic Coverage	The Workshop Central area as defined in the Bassetlaw Local Plan 2020-2038: Publication Version and by the Local Plan Policies Map.
Replaces/Supersedes	-
Production/Management	Planning Policy team, BDC
Anticipated Resources	Planning Policy Officers Growth and Enterprise Officers Other Council officers External Consultants
Review	All policies to be reviewed to assess whether they need updating by 2030.
Timetable	See Appendix 4

Other Planning Documents

- 4.7 To help deliver policies and sites in the new Local Plan the Council proposes to introduce three new Supplementary Planning Documents for: Affordable Housing and Developer Contributions; Design Quality; and Greening Bassetlaw.
- 4.8 Previously the Council had proposed to introduce a Recreational disturbance Avoidance and Mitigation Strategy SPD. The driver for the Local Plan parent policy was the proposed allocation of the Bassetlaw Garden Village. Following its withdrawal, Natural England advises that the parent policy is no longer required. On that basis the Council is no longer proposing to produce the SPD.

Bassetlaw Affordable Housing and Developer Contributions Supplementary Planning Document	
Subject and Scope	Provides additional detailed guidance to developers, housebuilders, Registered Providers and the community on the Council's approach to securing affordable housing and developer contributions, ensuring that the new Local Plan policies are effective in delivering infrastructure required as a consequence of new development. This will include: <ul style="list-style-type: none"> • Providing more clarity about affordable housing delivery in the District; • Providing greater clarity about developer contribution priorities in different parts of the District; • Providing more guidance about financial contributions; • Providing more guidance about the supporting information that is likely to be sought with planning applications.
Plan Period	2020-2038
Status	Supplementary Planning Document
Chain of Conformity	National Planning Policy Framework/PPG Bassetlaw Local Plan Nottinghamshire Minerals and Waste Local Plans Made Neighbourhood Plans Relevant Council Plans and Strategies
Geographic Coverage	Bassetlaw District
Replaces/Supersedes	Affordable Housing SPD 2014
Production/Management	Planning Policy team, BDC
Anticipated Resources	Planning Policy Officers Strategic Housing Officers Other Council officers
Review	A review will be considered if: <ul style="list-style-type: none"> • The AMR identifies that relevant Local Plan policies are not effective in delivering the identified level and/or mix of affordable housing/developer contributions; • There are significant changes to the Local Plan's evidence base that indicate the Local Plan is unable to deliver the identified level and/or mix of affordable housing/developer contributions; • There is a significant change in national policy/planning guidance; or • The SPD is insufficiently effective in enabling affordable housing or securing infrastructure.
Timetable	See Appendix 5 – a draft will inform the Local Plan Examination, consultation will follow Local Plan adoption, once there is certainty in regard to the content of the parent policies.

Bassetlaw Design Quality Supplementary Planning Document	
Subject and Scope	Sets out additional detailed guidance to developers, housebuilders and the community on the Council's approach to delivering high quality design in new development. This will include residential and non residential development, the built environment and green infrastructure. It will also provide more guidance about the supporting information that is likely to be sought to deliver relevant Local Plan policies, including a District-wide design code and area specific design codes.
Plan Period	2020-2038
Status	Supplementary Planning Document
Chain of Conformity	National Planning Policy Framework/PPG Bassetlaw Local Plan Nottinghamshire Minerals and Waste Local Plans Made Neighbourhood Plans Relevant Council Plans and Strategies
Geographic Coverage	Bassetlaw District
Replaces/Supersedes	Residential Design SPD 2013 Residential Parking Standards SPD 2012 Shopfront Design and Signage SPD 2014
Production/Management	Planning Policy team, BDC
Anticipated Resources	Planning Policy Officers Other Council officers
Review	A review will be considered if: <ul style="list-style-type: none"> • The AMR identifies that relevant Local Plan policies are not effective in delivering design quality; • There is a significant change in national policy/ planning guidance.
Timetable	See Appendix 6 – production and consultation will follow the Local Plan adoption, once there is certainty in regard to the content of the parent policies

Greening Bassetlaw Supplementary Planning Document	
Subject and Scope	Gives additional detailed guidance to developers, housebuilders and the community on the Council's approach to addressing the impacts of climate change through delivering energy efficient buildings, localised zero carbon energy schemes, providing for electric vehicles, maximising water efficiency, managing flood risk, securing green/blue infrastructure, biodiversity net gain and carbon offsetting.
Plan Period	2020-2038
Status	Supplementary Planning Document
Chain of Conformity	National Planning Policy Framework/PPG Bassetlaw Local Plan Nottinghamshire Minerals and Waste Local Plans Made Neighbourhood Plans Relevant Council Plans and Strategies
Geographic Coverage	Bassetlaw District
Replaces/Supersedes	-
Production/Management	Planning Policy team, BDC
Anticipated Resources	Planning Policy Officers Other Council officers
Review	A review will be considered if: <ul style="list-style-type: none"> • The AMR identifies that relevant Local Plan policies are not effective in delivering the Council's climate change priorities and objectives; • There are significant changes to the Local Plan's evidence base that indicate the Local Plan is unable to deliver the identified standards in relevant policies; • There is a significant change in national policy/planning guidance.
Timetable	See Appendix 6 – production and consultation will follow the Local Plan adoption, once there is certainty in regard to the content of the parent policies

5 Risks and Contingencies

- 5.1 The timetable for the preparation of the Bassetlaw Local Plan and other planning policy documents is challenging but the Council is committed to achieving the targets set out in this LDS. In managing this programme of work, an analysis of risks has been undertaken below, together with the measures to manage them.

Risks	Level	Contingency
Significant changes to the planning system – publication of new Government legislation/guidance	Medium	Continue to keep fully abreast of any changes. Assess as soon as practicable any revisions that may be necessary to the Local Plan/DPD/CIL
Problems/inability to engage with key stakeholders and the community	Low	Continue to engage and maintain good relationships with key stakeholders and communities. Raise any issues or problems through appropriate channels
Handling higher than expected numbers of representations	Low	Establish clear procedure for processing representations prior to consultation, process responses as they are submitted, and ensure additional staff resources are available to assist if necessary after consultation period
Loss of officers within Planning Policy team	Medium	Undertake recruitment quickly, recruit temporary staff to cover shortfalls
Inability of the Planning Inspectorate to deliver hearings and reports on time	Medium	This would affect the timing of the Examination and the adoption of the Local Plan/DPD/CIL. No contingency as Planning Inspectorate is the sole body able to undertake this process.
Neighbourhood Plans – staff available to provide advice and support to groups	Low	Early engagement with neighbourhood plan groups/Parish Councils to anticipate workload and to establish parameters of Council service.

6 Project Management and Resources

- 6.1 The preparation of the planning policy documents identified in this LDS will be led and co-ordinated by the Planning Policy Manager supported by Planning Policy Officers and officers from other Council services, stakeholders and partners.
- 6.2 Subject to the availability of resources, the nature of technical work to be undertaken and the requirements of specific timetables, external consultancy support may be used to deliver key tasks and projects.
- 6.3 Consultation arrangements as defined in the adopted Statement of Community Involvement will be coordinated by a designated Planning Policy Officer using other Council resources as appropriate. Close working with a range of stakeholders and partners will also be an important feature of the preparation of planning policy documents.
- 6.4 The Local Plan/DPD/CIL budget covers the cost of work on the Local Plan/DPD/CIL schedule and other planning policy documents and projected costs will also be accounted for in the same way. This includes the costs of Independent Examinations in collaboration with the Planning Inspectorate.

APPENDIX 1: Glossary & Abbreviations

Adoption: The final confirmation of a development plan or Development Plan Document status by a local planning authority (LPA)

Authority Monitoring Report (AMR): An annually produced report that assesses progress against targets in the Local Development Scheme and how well policies in the Local Plan/DPD are being implemented.

Duty to Cooperate: A legal test which requires cooperation between local planning authorities and public bodies to maximise the effectiveness of policies for strategic matters in Local Plans. It is separate from but related to the Local Plan test of soundness.

Evidence Base: The information and data gathered by local authorities to justify the 'soundness' of the policy approach set out in Local Development Documents, including physical, economic and social characteristics of an area.

Local Development Scheme (LDS): The Local Development Scheme sets out the Council's programme and timetable for preparing Local Development Documents, including the Local Plan.

Localism Act 2011: The Localism Act introduced changes to the planning system including making provision for the revocation of Regional Spatial Strategies, and introducing the Duty to Cooperate and Neighbourhood Planning.

Local Plan: A plan for the future development of the District, drawn up by the local planning authority in consultation with the community. Also known as a development plan document adopted under the Planning and Compulsory Purchase Act 2004. A local plan can consist of either strategic or non strategic policies, or a combination of the two. Comprises a Written Statement and a Policies Map. The Written Statement includes the Authority's detailed policies and proposals for the development and use of land together with reasoned justification for these proposals.

National Planning Policy Framework (NPPF): Sets out the Government's planning policies for England and how these are expected to be applied. Provides guidance for local planning authorities and decision-takers, both in drawing up plans and making decisions about planning applications.

Neighbourhood Plan: Produced by a designated Parish Council or Neighbourhood Forum for a defined neighbourhood area, using powers put in place by the 2011 Localism Act. Once made the Neighbourhood Plan forms part of the Development Plan for the area covered and carries weight in planning decisions.

Planning & Compulsory Purchase Act 2004: The Act introduces: a statutory system for regional planning, a new system for local planning, reforms to the development control and compulsory purchase and compensation system and removal of crown immunity from planning controls.

Planning Inspector: Independent Inspector appointed by the Secretary of State to carry out the public examination of the Local Plan.

Policies Map: A map of the local planning authority's area based on an Ordnance Survey map including an explanation of any symbol or notation and illustrating geographically the application of the policies in the adopted local plan and/or DPD.

Public Examination: The process by which an independent planning inspector examines a Local Plan/DPD, with any public recommendations, before publishing a report on its soundness.

Saved Policies: Policies in an existing DPD which have been safeguarded and then reused in other documents for use in the consideration of planning applications, until such a time that the emerging DPD is formally adopted.

Site allocation: Parcels of land that have been allocated through the Local Plan to be developed for a particular use.

Soundness: the National Planning Policy Framework 2021 paragraph 35 states that a Local Plan/DPD is sound if they are: a) Positively prepared – providing a strategy which, as a minimum, seeks to meet the area’s objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development; b) Justified – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence; c) Effective – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and d) Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in this Framework and other statements of national planning policy, where relevant.

Supplementary Planning Document (SPD): Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.

APPENDIX 5: Local Development Scheme: Affordable Housing and Developer Contributions Supplementary Planning Document

Year	2022												2023												2024										
	1st			2nd			3rd			4th			1st			2nd			3rd			1st			2nd			3rd							
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL				
SUPPORTING DOCUMENTS																																			
Sustainability Appraisal Screening																																			
Habitats Regulation Assessment Screening																																			
Consultation Statement																																			
Equalities Impact Assessment																																			
PRE-CONSULTATION																																			
Drafting																																			
Re-Drafting																																			
DRAFT SUPPLEMENTARY PLANNING DOCUMENT CONSULTATION																																			
Cabinet Forward Plan Entry																																			
Cabinet Approval*																																			
Draft SPD Consultation																																			
Process Responses																																			
POST CONSULTATION																																			
Re-drafting																																			
Cabinet Forward Plan Entry																																			
Cabinet Approval & Publish reponses																																			
FORMAL ADOPTION																																			
Council Adoption**																																			

NOTES

*This should only take place following receipt of the Inspector's Report for the Local Plan. This is the stage at which the parent policies for the SPD in the Local Plan would be known to be sound.

**SPD can only be adopted after the Council has adopted the Local Plan and the parent policies for the SPD have full

Key	Color
SUPPORTING DOCUMENTS	Light Purple
DRAFTING OF DOCUMENTS	Dark Red
DRAFT CONSULTATION STAGE	Light Blue
POST CONSULTATION STAGE	Light Orange
FORMAL ADOPTION	Light Cyan
HOLIDAY PEAK TIMES	Light Grey
SUBMISSION OF LOCAL PLAN	Dark Grey
PURDAH PERIOD (ELECTIONS)	Light Pink

APPENDIX 6: Local Development Scheme: Design Quality/Greening Bassetlaw Supplementary Planning Documents

Year	2023												2024								
Quarter	1st			2nd			3rd			4th			1st		2nd		3rd				
Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
SUPPORTING DOCUMENTS																					
Sustainability Appraisal Screening																					
Habitats Regulation Assessment Screening																					
Consultation Statement																					
Equalities Impact Assessment																					
PRE-CONSULTATION																					
Drafting																					
DRAFT SUPPLEMENTARY PLANNING DOCUMENT CONSULTATION																					
Cabinet Forward Plan Entry																					
Cabinet Approval*																					
Draft SPD Consultation																					
Process Responses																					
POST CONSULTATION																					
Re-drafting																					
Cabinet Forward Plan Entry																					
Cabinet Approval & Publish reponses																					
FORMAL ADOPTION																					
Council Adoption**																					

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*This should only take place following receipt of the Inspector's Report for the Local Plan. This is the stage at which the parent policies for the SPD in the Local Plan would be known to be sound.

**SPD can only be adopted after the Council has adopted the Local Plan and the parent policies for the SPD have full weight in the planning system.

Key	Color
SUPPORTING DOCUMENTS	Light Purple
DRAFTING OF DOCUMENTS	Dark Red
DRAFT CONSULTATION STAGE	Light Blue
POST CONSULTATION STAGE	Orange
FORMAL ADOPTION	Light Blue
HOLIDAY PEAK TIMES	Light Grey
SUBMISSION OF LOCAL PLAN	Black
PURDAH PERIOD (ELECTIONS)	Light Pink