

Melton Borough Council

Melton Local Plan

Melton Local Development Scheme

2013

Melton Local Plan
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1 Introduction

- 1.1 Planning shapes the places where people live, work, shop and play and protects the countryside and heritage we value. The adopted Melton Local Plan 1991-2006 currently provides the planning framework for the Borough. We are replacing it with what was called the Melton Local Development Framework (MLDF). Following the Localism Act 2011 and The Town and Country Planning (Local Planning) (England) Regulations 2012 (referred to from now on as the 2012 Regulations), the MLDF will in future be known as the Melton Local Plan. We will refer to this as the new Melton Local Plan, in order to avoid confusion with the adopted plan.
- 1.2 The National Planning Policy Framework (NPPF) states that each local planning authority should produce “a Local Plan for its area”, which can be reviewed in whole or in part. Any additional Development Plan Documents should only be used where they can clearly be justified. The NPPF also states that Supplementary Planning Documents (SPDs –see below) should only be used where they can help applicants make successful applications or aid infrastructure delivery.
- 1.3 New-style Local Plans can therefore be either a single document or a collection of local development documents which delivers the planning strategy for a local authority area. In Melton we are pursuing the latter approach for now, with the first part of the Local Plan being the Core Strategy. As well as referring to the plan in totality as the Local Plan, the 2012 Regulations refer to all documents comprising it, including the Core Strategy, as Local Plans. To avoid confusion, we will retain the term Core Strategy.
- 1.4 This Melton Local Development Scheme (MLDS) sets out our programme for preparing the documents which we intend to produce over the next three years as part of the new Local Plan. This is our fourth Local Development Scheme. Appendix 1 contains a Glossary to the terms used in the MLDS.
- 1.5 It is no longer necessary to submit SPDs or the Statement of Community Involvement (SCI – see below) to the Secretary of State or to include them in the MLDS.
- 1.6 The MLDS has been reviewed in the light of these changes to legislation and guidance, taking into account also the stage reached on the Core Strategy, and the need to make progress on the proposed sustainable urban extension to the north of Melton Mowbray (once approved in principle through the Core Strategy).
- 1.7 It is our intention to keep to the timetables set out in this document. We are no longer required to consult the Secretary of State on the MLDS, nor to include information on progress against it in the Annual Monitoring Report (AMR- see below). However, we must publish up to date information on progress in preparing Local Plans against the MLDS; we propose to do this by using on-line timetables which will be regularly updated.

2 Key Documents and Stages

- 2.1 As stated above, the Local Plan can be one document or a portfolio of documents, which provide the basis for decisions to be made on planning applications. Different types of documents are as follows.
- 2.2 **Development Plan Documents** (DPDs) - now called **Local Plans** in the 2012 Regulations- have statutory status. Together with saved Policies from the adopted Melton Local Plan and the East Midlands Regional Plan (until revoked) they will, once adopted, form the Development Plan for a local planning authority area. Adopted DPDs/ Local Plans therefore carry the most weight for making decisions on planning applications. They are subject to an independent examination by an Inspector and undergo rigorous procedures of community involvement and consultation. Previously there was a requirement to prepare a Core Strategy DPD as the overarching strategy for other DPDs such as those dealing with site allocations and development control policies. This is no longer the case.
- 2.3 A particular type of Local Plan/ DPD is an **Area Action Plan** (AAP). These focus on the implementation of key opportunity areas and are relevant to a wide range of circumstances including urban expansion areas, new settlements, regeneration areas and areas sensitive to change. We will produce an AAP for the sustainable urban extension and adjoining land to the north of Melton Mowbray. As with other DPDs, these are now referred to in the 2012 Regulations as Local Plans. Since no formal stage of consultation has yet been undertaken, it is proposed to refer to this as the Melton Mowbray North Local Plan.
- 2.4 Another type of DPD is the **Policies Map**, previously known as a **Proposals Map**. This illustrates the policies and proposals of Local Plans as they affect geographic areas of the borough. A Policies Map is not required for the Core Strategy which has a Key Diagram instead. A Policies Map with a limited extent will be included in the Melton Mowbray North Local Plan. A Policies Map for the Borough will be prepared in tandem with the new Melton Local Plan.
- 2.4 **Supplementary Planning Documents** (SPDs) are intended to expand upon, or provide further details to, policies in a Local Plan. SPDs go through a consultation process in accordance with the SCI. SPDs will not be subject to examination. Once adopted, SPDs will form part of the Local Plan as non-statutory documents. This MLDS refers to those SPDs currently proposed or suggested but does not cover them in detail, in order to maintain flexibility to respond to changing issues, priorities and resource availability.
- 2.5 Under earlier legislation, the Council prepared **Supplementary Planning Guidance** (SPG), which was similar to SPDs. The Council will continue to use currently approved SPG documents as long as the policies they relate to in the adopted Local Plan remain 'saved'. The SPGs which are still relevant are listed in Appendix 3 and the saved Melton Local Plan policies are listed in Appendix 4.

- 2.6 The **Statement of Community Involvement** (SCI) sets out how we will engage and consult with the public and other stakeholders during the production of the Local Plan and when dealing with planning applications. This was previously required to be included in the LDS, but is no longer the case.
- 2.7 The **Annual Monitoring Report** (AMR) assesses the effectiveness of our planning policies. These previously monitored progress in implementing the LDS. This is no longer a requirement but we have continued to use the AMR for this purpose in 2012.
- 2.8 The process of producing Local Plans can be broken into a number of stages. The involvement and consultation of stakeholders and local communities will be an important part of each stage, particularly in the early stages of considering the issues and options available. **Sustainability Appraisals** will also form an integral part of each stage of preparation.
- 2.9 The Localism Act 2011 also introduced **Neighbourhood Plans**. These are plans prepared by a Parish Council or neighbourhood Forum for a particular neighbourhood area. They do not need to be included in the MLDS. In Melton, Neighbourhood Plans are currently proposed for Asfordby and Waltham on the Wolds.

3 Melton Local Plan Programme

- 3.1 The new Melton Local Plan will guide and control development in Melton Borough, replacing the adopted Melton Local Plan 1996-2006. We have had regard to the National Planning Policy Framework and, until such time as it is revoked, the East Midlands Regional Plan, as well as our own corporate plan and the sustainable community strategy in identifying the key issues for the Melton Local Plan to contend with. This has helped us to decide how we want Melton to look in the future and how we should deliver an appropriate planning framework to realise that vision.

Our new Local Plan so far

- 3.2 The **Melton Statement of Community Involvement** was prepared in accordance with the timetable in the initial MLDS. It was submitted to the Secretary of State for examination in April 2006 and adopted in October 2006. It was revised in October 2011. We will update the SCI to reflect changes made to plan-making Regulations in 2012.
- 3.3 The **Melton Core Strategy** sets out the long-term spatial vision for the borough and strategic policies required to deliver the vision. The Issues and Options document was published for a six weeks consultation period in April 2006 in accordance with the initial MLDS programme. The Preferred Options were published in January 2008 for consultation in accordance with the first revision to the MLDS. The Publication document was published in February 2012 and focussed changes were to it were approved, subject to later consultation, in September 2012. It was submitted for examination on 27th

September 2012. This LDS identifies our programme for completing the Core Strategy, which is proposed for adoption in June 2013.

- 3.4 We have also subjected the Core Strategy to the **Sustainability Appraisal** as it has been developed. We consulted statutory bodies on the scope of the Sustainability Appraisal in April 2006. We have also published each stage of the Sustainability Appraisal alongside each version of the Core Strategy.
- 3.5 Work has also commenced in preparing proposals for the sustainable urban extension to the north of Melton Mowbray. Consultants have prepared a concept masterplan for the area identified in the Core Strategy as a Direction of Growth. This was subject to consultation from November 2011 to January 2012, following which a report on the preferred option was presented to the Council. A decision on the preferred option (or options) will be made early in 2013. Following this, the masterplan will be converted into the **Melton Mowbray North Local Plan** for consultation in May/ June 2013.

Our Local Plan work for 2013-2016

- 3.6 We set out below the documents that we will be working on over the three year period between 2013 and March 2016 and the timetable for their preparation. Table 1 sets out a schedule of proposed new Local Plans (previously Development Plan Documents) to be prepared, including those steps that have already been completed, together with their roles and the main milestones to adoption. It also includes the Community Infrastructure Levy Charging Schedule, but does not cover Supplementary Planning Documents.
- 3.7 Table 2 is a simple timeline chart providing an overview of the timetable for preparing the new Local Development Documents. The programme management details are set out in profiles for each individual document at Appendix 2.
- 3.8 Notwithstanding the NPPF's preference for a single Local Plan, It is now too late to change course on the **Melton Core Strategy** and it is proposed to take this through its remaining statutory stages (examination, consultation on focussed changes, Inspector's report, and adoption) during the first half of 2013.
- 3.9 We will also continue work on the **Melton Mowbray North Local Plan** in order not to inhibit growth and to ensure that we continue to meet housing needs by providing at least a 5 year supply of housing land. However, all other development plan documents that were previously included in the MLDS 2011-2014 or were proposed in the longer term, will now be included in a "telescoped" **Melton Local Plan** to cover the borough for the period to at least 2031.
- 3.10 The new **Melton Local Plan** will roll forward the housing requirement to 2031 or 2036, based on objectively assessed need in place of the to-be-revoked East Midlands Regional Plan. It will cover the whole Borough with the exception of the areas covered by any existing or proposed Neighbourhood

Plans. The plan will incorporate the other strategic policies from the Core Strategy (updated if necessary), the site allocations and policies from the Melton Mowbray North Local Plan (updated to include any extensions which may be proposed to the SUE), all other development allocations, revised settlement boundaries, boundaries of other designations, proposals and policies for Melton Mowbray town centre, and generic development management (previously development control) policies.

- 3.11 The Local Plan will include the identification of sites for housing, gypsies and travellers, employment, retail, recreation/open space, nature conservation and other land uses and will contain policies relating to proposals that require site specific conditions such as design guidance and protection of open areas. It will be accompanied by a **Policies Map**, with inset maps as necessary. The updated Policies Map for the AAP would become an inset map.
- 3.12 Local Plans are subjected to **Sustainability Appraisal (SA)**, an iterative process that covers the wider sustainability issues of policy making. The SA will help us to make decisions by providing information on the possible effects of proposals and policies against social, economic and environmental criteria. The outputs will be subject to public consultation alongside the Local Plan or SPD being produced.
- 3.13 Our future work on providing guidance and advice through **Supplementary Planning Documents** will depend on the Council's priorities, the needs of the development industry and other emerging issues, as well as on the availability of resources. The following topics have been identified as potentially requiring an SPD:
- Renewable energy.
 - Developer contributions
 - Housing needs (e.g. size, type and tenure).
 - Affordable housing.
 - Town centre design guidance.
 - Residential design guidance.
 - Development briefs for allocated housing and business sites.
- 3.14 Some of these will be prepared during the next three years, while others will be programmed for after adoption of the Melton Local Plan.

Table 1: Schedule of Proposed Local Development Documents

Document	Status	Brief description	Chain of Conformity	Geographic Coverage	Consultation	Publication	Submission	Examination Hearing	Adoption
Melton Core Strategy	Development Plan Document	Sets out the development strategy and associated primary policies	National Planning Policy Framework and East Midlands Regional Plan	Borough-wide	April 2006 (Issues & Options) January 2008 (Preferred Options) COMPLETED	February 2012 COMPLETED	September 2012 COMPLETED	February / March 2013	July 2013
Melton Mowbray North Local Plan	Development Plan Document	Gives site specific land use proposals, policies and design guidance for development of a sustainable urban extension and other land.	Will conform to the Core Strategy	Land north of Melton Mowbray, between Nottingham Road and Grantham Road	November 2011- January 2012 (masterplan options) March 2013 (Regulation 18)	June/July 2013	October 2013	December 2013	April 2014
Melton Local Plan	Development Plan Document	Updates housing needs and strategic policies; defines SUE extensions and dev't sites; reviews settlement boundaries & other designations; sets policies for MM town centre; and sets out dev't mgt policies.	National Planning Policy Framework, Core Strategy, Melton Mowbray North Local Plan	Borough-wide	August – September 2013 (Reg18) June – July 2014 (Options)	November 2014 – January 2015	June 2015	September 2015	February 2016
Melton Policies Map	Development Plan Document	Shows all relevant policies from the Melton Local Plan on an Ordnance Survey base.	Melton Mowbray North Local Plan and Melton Local Plan	Borough-wide	August – September 2013 (Reg18) June – July 2014 (Options)	November 2014 – January 2015	June 2015	September 2015	February 2016
Community Infrastructure Levy	CIL Schedule	Schedule setting out CIL payments	Will conform to the Core Strategy	Borough-wide	May 2013 (Preliminary Draft Charging Schedule)	September 2013	November 2013	January 2014	April 2014

Table 2: Timetable for Local Plans and CIL (2013-2015)

	2013												2014												2015												2016		
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
Core Strategy DPD	H	H	C	C																																			
Melton Mowbray North Local Plan											H																												
Melton Local Plan																		C	C																				
Melton Policies Map																		C	C																				
CIL Schedule					C																																		

Key

Preparation	Document preparation, evidence gathering and stakeholder engagement
	Generation and assessment of options/PDCS including consultation (C)
Consultation	Consultation on the Pre-Submission document / Charging Schedule
	Analysis of responses, negotiation and changes
Examination	Submission
	Preparation, Hearing (H), consultation on changes (C), and report writing
Adoption	

4 Programme Management

- 4.1 This section gives an account of how we will manage the Local Plan programme, the resources that will be allocated, and how risks will be managed.

Resources

- 4.2 The Council's Planning Policy team is responsible, on a day-to-day basis, for the preparation of the Melton Local Plan. The team is led by the Principal Policy Officer and includes three policy officers, two of whom are qualified planners. The team is supported by other services within the Council. Consultants are engaged on specific projects to provide specific technical expertise or where there is a need for independent advice and support. There are also contributions from various departments of Leicestershire County Council, particularly on transportation, conservation and environmental issues.
- 4.3 We have prepared a budget profile to provide for the preparation and publication of the Local Plan and for the development of our evidence base. This profile is used to inform our medium-term financial strategy to ensure that the budget needed to support the MLDF programme is available. Contributions from the revenue budget are earmarked for a reserve fund which is used to ensure that sufficient resources are available to fund the plan preparation process.
- 4.4 Subject to other demands, we also have access to resources made available from reserves and/ or through the New Homes Bonus. Work on CIL can be partly funded retrospectively through 5% of CIL receipts.

Governance Structures

- 4.5 Our Melton Local Plan Working Group oversees the preparation of Local Plan documents and makes recommendations to the Rural, Economic and Environmental Affairs Committee. This Committee can approve SPDs and all pre-submission stages of Local Plans and the SCI. Full Council approves the submission and adoption of Local Plans and the SCI.
- 4.6 We also work in partnership, as is the case with the Infrastructure Delivery Group. The membership of the group includes public sector and development industry organisations who provide or fund infrastructure provision. It is chaired by the leader of the Council.

Managing the Programme

- 4.7 Performance against the LDS programme is reviewed regularly and an updated progress report is published on our website. From time to time we will consider if any changes need to be made to the programme, and if there is a need to revise the MLDS.

Risk Assessment

- 4.8 We have assessed the risks to the programme set out in this MLDS and these are regularly reviewed. The risks with a high impact and high chance of occurring are set out below, together with a summary of the actions we are taking to reduce the possibility of them occurring or their impact, or both:

Scale and complexity of representations

- 4.9 There will be good opportunities for stakeholders and the local community to be informed of and participate in the preparation of all DPDs that make up the Melton Local Plan. This will help develop consensus and identify key issues of concern earlier in the process. We have also invested in consultation software that will enable an increasing number of consultations to be carried out online, which will then be simpler to summarise, manipulate and report.

Staff capacity

- 4.10 We have established good working relationships over the years with consultants and other planning authorities which will allow us to draw upon experienced and skilled staff if necessary, subject to funding and appropriate procurement procedures.

Competing demands on service (including corporate activity and major planning applications)

- 4.11 The MLDF programme is prioritised against the other work of the Policy and Performance team.

DPD fails test of soundness

- 4.12 We will minimise this risk by working closely with the Government Office and the Planning Inspectorate at key stages and in the run up to submission of Development Plan Documents. We will also undertake independent 'test of soundness' and legal compliance audits.

Appendix 1: Glossary

AAP Area Action Plans

Area Action Plans will be DPDs. They will focus on the implementation of key opportunity areas and will be relevant to a wide range of circumstances including urban expansion areas, new settlements, regeneration areas and areas sensitive to change. They are now to be known as Local Plans.

Adopted/ Adoption

The final confirmation of a development plan or Local Development Document status by a local planning authority.

AMR Annual Monitoring Report

The Annual Monitoring Report will monitor and assess whether LDD policies are being achieved. The SA will have specific monitoring requirements and will be useful in developing AMR contextual indicators.

Chain of Conformity

This term describes the relationship between documents, plans and policies and how closely they must correspond with one another and reflect other planning strategies and policies. 'Conformity' can take a number of forms ranging from 'having regard to' to 'must conform to'.

CIL Community Infrastructure Levy

A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

Core Strategy

A Development Plan Document setting out the spatial vision and strategic objectives of the planning framework for an area, having regard to the Community Strategy.

DC/ DM Development Control/ Development Management

The process whereby a local planning authority receives and considers the merits of a planning application and whether it should be given permission having regard to the development plan and all other material considerations.

Development Plan

A document setting out the local planning authority's policies and proposals for the development and use of land and buildings in the area. This includes adopted Local Plans and Neighbourhood Plans and is defined in section 38 of the Planning and Compulsory Purchase Act 2004. (Regional strategies remain part of the development plan until they are abolished by Order using powers taken in the Localism Act.)

DPD Development Plan Documents

Statutory development plan documents forming an essential part of the Local Development Framework/Local Plan. DPDs include the Core Strategy and Area Action Plans. All DPDs must be subject to rigorous procedures of community involvement, consultation and independent examination, and are adopted after receipt of the inspector's binding report. Once adopted, development control decisions must be made in accordance with them unless material considerations indicate otherwise. In the 2012 Regulations they are known as Local Plans.

Duty to Cooperate

A requirement, introduced by the Localism Act 2011, for local planning authorities to work collaboratively with neighbouring authorities and other public bodies across local boundaries on strategic priorities, such as development requirements which cannot wholly be met within one local authority area.

Infrastructure

Basic services necessary for development to take place, for example, roads, electricity, sewerage, water, education and health facilities.

Key Diagram

The diagrammatic interpretation of the spatial strategy as set out in a local authority's Core Strategy.

LDD Local Development Document

Local Development Document is the generic name for all documents contained within the Local Plan and includes Development Plan Documents (Local Plans) and Supplementary Planning Documents.

LDF Local Development Framework / Local Plan

The Local Development Framework contains a portfolio of Local Development Documents that will establish a local planning authority's policies for meeting the economic, environmental and social aims for their area as it affects the development and use of land. This is now to be referred to as the Local Plan.

LDS Local Development Scheme

The Local Development Scheme sets out the timetable, targets and milestones for the preparation of LDF documents.

NPPF National Planning Policy Framework

This sets out the Government's planning policies for England and how these are expected to be applied, replacing previous Planning Policy statements and Guidance (PPS/PPGs). It must be taken into account in the preparation of local plans and is a material consideration in planning decisions.

Neighbourhood Plan

A plan prepared by a Parish Council or neighbourhood Forum for a particular neighbourhood area.

New Homes Bonus

An incentive for local authorities to promote and welcome growth and to ensure that growing areas have the resources to meet the needs of their new residents and existing communities. The Government provides additional funding for new homes by match funding the additional council tax raised for new homes and empty properties brought back into use, with an additional amount for affordable homes, for the following six years. The New Homes Bonus is based on past increases in housing supply.

Policies Map (formerly Proposals Map)

This will illustrate the policies and proposals of DPDs and 'saved' policies that have a geographic designation or specific land use implication. The map will be an Ordnance Survey base map and where necessary include inset maps.

Saved

A term that confirms that an adopted development plan or policy will continue to operate for a period of three years from the commencement of the Planning and Compulsory Purchase Act 2004, or from the date of adoption of an emerging plan. The period may be extended for a plan or particular policies with the agreement of the Secretary of State.

Soundness

A Local Plan will be examined by an independent inspector whose role is to assess whether it is "sound". To be sound it must be:

- *positively prepared* (meeting assessed development and infrastructure requirements, including those unmet in neighbouring authorities),
- *justified* (the most appropriate strategy when considered against reasonable alternatives, based on proportionate evidence),
- *effective* (deliverable over its period and based on effective joint working on cross-boundary strategic priorities) and
- *consistent with national policy* (enabling the delivery of sustainable development in accordance with the NPPF)

SEA Strategic Environmental Assessment

A Strategic Environmental Assessment is a required under European Union regulations and will assess the policies and proposals of DPDs likely to have a significant environmental impact. It will be incorporated within the Sustainability Appraisal process.

SCI Statement of Community Involvement

A Statement of Community Involvement establishes a local authority's strategy on community and stakeholder consultations on the LDF and planning applications.

SPD Supplementary Planning Documents

Supplementary planning documents will elaborate on policies and proposals in DPDs. They will not have development plan status. They will be considered as a material planning consideration and their weight will be reflected by their status. SPDs are likely to take the form of design guides, development briefs and issue or thematic based documents.

SPG Supplementary Planning Guidance

Similar to SPDs but prepared prior to the 2004 Planning and Compulsory Purchase Act. Supplementary Planning Guidance may cover a range of issues, both thematic and site specific and provide further detail of policies and proposals in a development plan.

SA Sustainability Appraisal

Sustainability Appraisal will assess the social, economic and environmental impacts of the policies and proposals of LDDs. It is an iterative process that will commence from the outset of document preparation.

Sustainable Community Strategy

The Local Government Act 2000 places on principal local authorities a duty to prepare 'community strategies', for promoting or improving the economic, social and environmental well-being of their areas, and contributing to the achievement of sustainable development in the UK. It also gives authorities broad new powers to improve and promote local well-being as a means of helping them to implement those strategies.

Sustainable Development

Development which meets the needs of the present without compromising the ability of future generations to meet their own needs. The five guiding principles of sustainable development are: living within environmental limits; ensuring a strong, healthy and just society; achieving a sustainable economy; promoting good governance; and using sound science responsibly. The NPPF identifies the need for planning to perform a number of roles in delivering sustainable development:

- *An economic role-* contributing to building a strong, responsive and competitive economy.
- *A social role-* supporting strong, vibrant and healthy communities.
- *An environmental role-* contributing to protecting and enhancing our natural, built and historic environment; this includes improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

Appendix 2: Description of Local Development Documents (and CIL)

Core Strategy

Overview

Role and subject	The document sets out the vision, strategy and primary policies for spatial development in the borough to cover the period to 2026. The Core Strategy will not allocate strategic sites for development.
Geographic coverage	Borough-wide
Status	Development Plan document
Priority	Very High
Chain of conformity	It must be in general conformity with the National Planning Policy Framework and the Regional Spatial Strategy and have regard to the Melton Sustainable Community Strategy.
Saved Policies to be replaced	See Appendix 3

Timetable

Stage (<i>Italics= completed</i>)	Dates	
<i>Pre-production</i>	<i>Document preparation, evidence gathering and stakeholder engagement</i>	<i>September 2004 to March 2006</i>
<i>Production</i>	<i>Consultation on Issues and Options</i>	<i>April 2006 to June 2006</i>
	<i>Consideration of representations and stakeholder discussions</i>	<i>July 2006 to December 2007</i>
	<i>Consultation on Preferred Options</i>	<i>January 2008 to March 2008</i>
	<i>Consideration of representations and preparation of the Publication version of the Core Strategy</i>	<i>April 2008 to August 2011</i>
	<i>Publication and consultation on the Core Strategy Publication document</i>	<i>February 2012 to March 2012</i>
Examination	<i>Consideration of representations (with the potential to amend/re-consult if necessary)</i>	<i>April 2012 to August 2012</i>
	<i>Submission of DPD</i>	<i>September 2012</i>
	Pre-hearing meeting	December 2012
	Independent hearing	February-March 2013
Adoption		July 2013

Management

Lead officer	Principal Policy Officer
Lead service	Communities and Neighbourhoods
Resources	MLDF budget Planning Policy staff Staff from other services as appropriate Policy preparation and consultation software (Objective Online) Specialist consultants, particularly for the preparation of evidence and Sustainability Appraisal Key stakeholder input, particularly the Melton Community Partnership and Highway Authority
Stakeholder & Community Involvement	Stakeholder involvement will be essential at each stage of production and the arrangements for this will be in line with the 2012 Regulations and the Statement of Community Involvement.
Monitoring & Review	Core Strategy Policies will be kept under regular review, in accordance with Appendix 2, and an Annual Monitoring Report on their effectiveness published.

Melton Mowbray North Local Plan

Overview

Role and subject	Will give site specific land use proposals, policies and design guidance for development of a sustainable urban extension and other land.
Geographic coverage	Land to the north of Melton Mowbray
Status	Development Plan Document
Priority	Very High
Chain of conformity	Will conform to the Core Strategy

Timetable

Stage (Completed)		Dates
Pre-production	<i>Document preparation, evidence gathering, stakeholder engagement, community consultation on options and selection of preferred option(s) (master-planning stage)</i>	January 2010 to January 2013
Production	Stakeholder consultation on scope of Plan (Reg. 18), preparation of draft document/ plans & scoping of Sustainability Appraisal	March 2013
	Consideration of stakeholder consultation and preparation of the Publication (Pre-Submission) Document	April 2013 to May 2013
	Publication of and consultation on the Publication (Pre-Submission) document	June/ July 2013
Examination	Consideration of representations, negotiation and preparation of changes.	August 2013 /September 2013
	Submission of DPD	October 2013
	Independent Hearing	December 2013
Adoption		April 2014

Management

Lead officer	Principal Policy Officer
Lead service	Communities and Neighbourhoods
Resources	MLDF budget Planning Policy staff Staff from other services as appropriate Policy preparation and consultation software Specialist consultants are used particularly in the preparation of evidence Key stakeholder input, particularly the development industry and local community
Stakeholder & Community Involvement	Stakeholder involvement will be essential at each stage of production and the arrangements for this will be in line with the 2012 Regulations and the Statement of Community Involvement.
Monitoring & Review	The AAP and housing land delivery in the SUE will be kept under regular review and a Strategic Housing Land availability Assessment and Annual Monitoring Report published, including an assessment of housing land supply.

Melton Local Plan

Overview

Role and subject	To update the Core Strategy, including extending housing provision to 2031 or 2036, based on objectively assessed need. To provide a policy framework containing land allocations and site specific proposals and define settlement boundaries. The DPD will include the identification of sites for housing, gypsy and traveller sites, employment, retail, recreation/open space, nature conservation and other land uses and will contain policies relating to proposals that require site specific conditions such as design guidance and protection of open areas. It will also define settlement envelopes for Melton Mowbray and villages.
Geographic coverage	Borough-wide, except for areas covered by Neighbourhood Plans.
Status	Development Plan document
Priority	High
Chain of conformity	It must be in general conformity with National Planning Policy Framework and the Regional Spatial Strategy (if not revoked) and have regard to the Melton Sustainable Community Strategy.
Saved Policies to be replaced	See Appendix 3

Timetable

Stage		Dates
Pre-production	Document preparation, evidence gathering and stakeholder engagement (Reg 18)	May 2013 to January 2014
	Consulting statutory bodies on the scope of the Sustainability Appraisal	October to December 2013
Production	Draft Development Plan Document on issues, options/ preferred options (incorporating consultation)	February 2014 to October 2014
	Publication of and consultation on the Publication (Pre-Submission) document	July- September 2014
Examination	Consideration of representations, negotiation and preparation of changes.	September 2014 to January 2015
	Submission of DPD	February 2015
	Pre-examination meeting	April 2015
	Independent Hearing	June 2015
Adoption		October 2015

Management

Lead officer	Principal Policy Officer
Lead service	Communities
Resources	MLDF budget Planning Policy Staff from other services as appropriate Policy preparation and consultation software Specialist consultants are used particularly in the preparation of evidence and Sustainability Appraisal Key stakeholder input, particularly the Highway Authority
Stakeholder & Community Involvement	Stakeholder involvement will be essential at each stage of production and the arrangements for this will be in line with the 2012 Regulations and the Statement of Community Involvement.
Monitoring & Review	Development Plan Documents will be kept under regular review and an Annual Monitoring Report on their effectiveness published.

Melton Policies Map

Overview

Role and subject	A document that will show all relevant policies from the Melton Local Plan on an Ordnance Survey base.
Geographic coverage	Borough-wide excluding Neighbourhood Plan areas, with insets at a larger scale for the northern SUE, Melton Mowbray, town centre, local centres and villages
Status	Development Plan Document
Priority	High
Chain of conformity	It must be in conformity with the new Melton Local Plan and the North Melton Mowbray Local Plan

Timetable

Stage		Dates
Pre-production	Document preparation, evidence gathering and stakeholder engagement (Reg 18)	April 2013 to December 2013
	Consulting statutory bodies on the scope of the Sustainability Appraisal	October to December 2013
Production	Draft Development Plan Document on issues, options/ preferred options (incorporating consultation)	January 2014 to June 2014
	Publication of and consultation on the Publication (Pre-Submission) document	July- September 2014
Examination	Consideration of representations, negotiation and preparation of changes.	September 2014 to January 2015
	Submission of DPD	February 2015
	Pre-examination meeting	April 2015
	Independent Hearing	June 2015
Adoption		October 2015

Management

Lead officer	Planning Policy Officer
Lead service	Communities
Resources	MLDF budget Planning Policy staff Staff from other services as appropriate Policy preparation and consultation software Specialist consultants are used particularly in the preparation of evidence Key stakeholder input
Stakeholder & Community Involvement	Stakeholder involvement will be essential at each stage of production and the arrangements for this will be in line with the 2012 Regulations and the Statement of Community Involvement.
Monitoring and Review	Development Planning Documents will be kept under regular review and an Annual Monitoring Report on their effectiveness published.

Community Infrastructure Levy Schedule

Overview

Role and subject	A schedule that will identify payments required under the Community Infrastructure Levy
Geographic coverage	Borough-wide
Status	CIL Schedule
Priority	High
Chain of conformity	It must be in conformity with the Core Strategy

Timetable

Stage	Dates
Evidence gathering, including preparation of infrastructure schedules and viability testing, coordinating with Core Strategy Infrastructure Plan	February 2012- February 2013
Prepare Preliminary Draft Charging Schedule	March- April 2013
Consultation on Preliminary Documents	May 2013
Report of Consultation and Preparation of Draft Charging Schedule	June 2013
Formal Reporting on Draft documents	July - August 2013
Consultation on Draft Schedule	September 2013
Consideration of Responses	October 2013
Submission of Schedule	November 2013
Independent examination	January 2014
Inspector's Report	March 2014
Formal reporting and Adoption	April 2014

Management

Lead officer	Planning Policy Officer
Lead service	Communities
Resources	MLDF budget Planning Policy staff Staff from other services as appropriate Policy preparation and consultation software Specialist consultants are used particularly in the preparation of evidence Key stakeholder input, particularly Housing Associations
Stakeholder & Community Involvement	Stakeholder involvement will be essential at each stage of production and the arrangements for this will be in line with the CIL Regulations 2010 and 2012.
Monitoring and Review	The CIL Schedule will be reviewed every 3 years (or if house prices change significantly).

Appendix 3: Current Supplementary Planning Guidance Supplementary Planning Guidance Melton Local Plan Policy

Supplementary Planning Guidance	Adopted Melton Local Plan Policy
Development Briefs	
Town Station	Policy S1
Richmond Drive / Kirby Lane	Policy H2
War Memorial Hospital	Policy OS1
Dieppe Way	Policy H2
The Uplands	Policy H2
Holwell Works	Policy EM4
ABSDA sub-depot, Old Dalby	Policy EM9
Asfordby Business Park	Policy EM9
Pedigree Masterfoods Melton Mowbray	Policy OS1
Pedigree Masterfoods Waltham	Policy EM9
Long Clawson Dairy	Policy OS1
Planning Guidance	
The design of shop fronts	Policy AD5
Shop front security	Policy AD5
Trees in small gardens	Policy BE1
The landscaping of major new development	Policy BE1
Residential extensions	Policy BE1
The siting & design of agricultural buildings	Policy C3
The conversion of traditional farm buildings	Policy C6
Garden extensions	Policy OS1
Businesses from the home	Policy OS1
Joint statement of developer contributions	Policy OS3

Appendix 4: Saved Melton Local Plan Policies

In accordance with the Planning and Compulsory Purchase Act, policies in local plans were saved automatically for 3 years from the date of commencement of Section 38 of the Planning & Compulsory Purchase Act 2004. At the end of that period, 28 September 2007, they ceased to form part of the development plan except for those policies 'saved' by the Secretary of State.

The policies 'saved' by the Secretary of State are listed below. Only these adopted Melton Local Plan policies continue to be part of the development plan. This table also sets out how each 'saved' policy in the adopted Melton Local Plan will be integrated into the new Local Plan as it is progressed.

		Policies that will be replaced by the following DPDs	
		Melton Core Strategy	Melton Local Plan
Chapter 2: Overall Strategy			
Policy	Title		
OS1	Development within village and town envelopes	X*	X
OS2	Development within the countryside		X
OS3	Infrastructure	X	
Chapter 3: Housing			
H2	Proposed Allocations: Melton Mowbray		X
H6	Residential development within village envelopes		X
H7	Affordable Housing on Allocated Sites		X
H8	Other Affordable Housing Sites	X	
H10	Amenity Open Space in New Housing: Developments		X
H11	Outdoor Playing Space in New Housing Developments		X
H12	Dieppe Way Melton Mowbray		X
H15	Uplands/Pochin Close Melton Mowbray		X
H17	Access Housing	X	X
H21	Gypsy Caravan and Travelling Showpeople's sites	X	X
Chapter 4: Industry and Employment			
EM2	Employment Allocations in the Borough		X
EM3	Existing Commitments	X	
EM4	Holwell Works Asfordby	X	
EM6	Kirby Lane (South) Melton Mowbray	X	
EM7	Dalby Road Former Melton Mowbray Airfield	X	
EM8	Airfield Sites	X	
EM9	Existing Rural Industries	X	
EMI0	Employment Development Outside of Town or Village Envelopes	X	X
EMI2	Hazardous Substance		X
Chapter 5: Transportation			
T1	Road Improvements	X	
T3	Suitable Road Layouts For Public Transport		X
T5	Melton Chord Rail Link	X	
T6	Provision for Cyclist and Pedestrians in New Developments		X
Chapter 6: Countryside and the Built Environment			
C1	Development of Agricultural Land		X
C2	Farm-based Diversification	X	
C3	Agricultural Buildings		X
C4	Stables, Riding Schools and Kennels		X
C5	Stables Outside Town and Village Envelopes		X
C6	Re-use and Adaptation of Rural Buildings For a Commercial, Industrial or Recreational Use		X

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C7	Re-use and Adaptation of Rural Buildings For Residential Use in the Open Countryside	X	X
C10	Residential Mobile Homes		X
C11	Residential Extensions in the Open Countryside		X
C12	Replacement Dwellings in the Open Countryside		X
C13	Sites of Ecological, Geological or Other Scientific Importance	X	
C14	Nature Conservation Value	X	
C15	Wildlife Habitat Protection	X	
C16	Trees and Woodland		X
Chapter 7: The Built Environment and Conservation			
BE1	The Siting and Design of Buildings	X	
BE9	Historic Parks and Gardens		X
BE11	Archaeological Sites of County or District Significance		X
BE12	Protected Open Areas		X
BE13	Special Considerations		X
Chapter 8: Shops and Offices			
S1	Proposed Retail Allocations		X
S3	Primary Shopping Frontages		X
S4	Secondary Shopping Frontages		X
S5	Accommodation above Ground Floor		X
S6	Village and Neighbourhood Centres		X
S7	Retailing in Asfordby and Bottesford		X
Chapter 9: Advertisements and Shop Fronts			
AD5	Shop Fronts		X
Chapter 10: Education and Community Facilities			
CF1	New Education Facilities on Land Used for Educational Purposes	X	
CF2	New Health Care Facilities on Land Occupied by Existing Hospitals and Surgeries / Clinics	X	
CF4	Loss of Local Community Facilities	X	
Chapter 11: Recreation and Leisure			
R1	Recreation Allocations		X
R3	Recreation Facilities in the Open Countryside		X
R4	Floodlights		X
R8	Footpaths		X
R9	Cycleways		X
R10	Protection of Disused Railway for Walking, Cycling or Horse Riding		X
R11	Grantham Canal		X
Chapter 13: Utilities and Other Services			
UT3	Development in Essential Washland Areas	X	

* Not boundaries