

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER

This form **MUST** be used to record any decision taken by the Elected Mayor or an individual Executive Member (Portfolio Holder).

The form must be completed and passed to the Chief Officer Democratic and Registration Services no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 days have passed and the Chief Officer Democratic and Registration Services has confirmed the decision has not been called in.

1. Description of decision

To approve the updated Local Development Scheme (LDS) as a replacement for the LDS agreed in April 2020.
 To authorise the Chief Officer for Planning and Infrastructure Development to make any necessary minor textual amendments to the LDS in order to ensure it can be brought into effect as soon as possible.

2. Date of decision

2nd February 2021

3. Reasons for decision

To meet the requirements of the Planning and Compulsory Purchase Act 2004 and to ensure that the LDS is kept up to date.

4. Alternatives considered and rejected

There are no alternatives that allow progress in accordance with the requirements of the Planning and Compulsory Purchase Act 2004.

5. How decision is to be funded

From existing budgets.

6. Conflicts of interest

Name of all Executive members who were consulted AND declared a conflict of interest.	Nature of interest	Did Standards Committee give a dispensation for that conflict of interest? (If yes, give details and date of dispensation)	Did the Chief Executive give a dispensation for that conflict of interest? (If yes, give details and the date of the dispensation).

The Mayor has been consulted on this decision

Signed: 

Date: 2nd February 2021

Name of Decision Taker: **Mayor Dave Hodgson**

This is a public document. A copy of it must be given to the Chief Officer Democratic and Registration Services as soon as it is completed.

Date decision published: 2 February 2021

Date decision can be implemented if not called in: 12 February 2021

(Decision to be made exempt from call in: NO)

Bedford Borough Council – Report to the Mayor

Date – February 2021

Report by – Chief Officer for Planning and Infrastructure Development

Subject: LOCAL DEVELOPMENT SCHEME

1. Executive Summary

The Planning and Compulsory Purchase Act 2004 requires the Council to prepare and publish a Local Development Scheme (LDS) for its area. The purpose of the LDS is to identify the key planning documents that the Council is preparing along with a timetable for their production. It also contains details of current development plan documents and policies.

This report seeks approval for an updated LDS to replace the currently published document. The main changes relate to the timetables for the production of the Local Plan Review and for the progression of supplementary planning documents (SPDs).

2. Recommendations

The Mayor is asked to consider this report and, if satisfied, agree:

- **That the proposed replacement Local Development Scheme (LDS) attached as Appendix A be approved and brought into effect by the Council;**
- **That the Chief Officer Planning & Infrastructure Development be authorised to make any necessary minor textual amendments to the LDS in order to ensure it can be brought into effect as soon as possible.**

3. Reasons for Recommendations

To meet the regulatory requirements of the Planning and Compulsory Purchase Act 2004 and to ensure that the LDS is kept up to date.

4. **Key Implications**

(a) **Policy**

The LDS identifies the Council's priorities and work programme for the development or review of policies. Of itself therefore the LDS has no policy implications.

(b) **Legal Issues**

The Council has a statutory duty to prepare, maintain and review as appropriate its LDS. The document has been prepared in accordance with the Town & Country Planning (Local Planning) (England) Regulations 2012 and the Localism Act 2011.

(c) **Resource Implications**

The LDS and the documents referenced within it will be delivered within current resources; funded from existing budgets and from calls on the Development Plan Reserve as required.

(d) **Risk Implications**

Critical to the delivery of the timetable set out in the LDS is the availability of adequate financial resources and experienced staff. The degree of complexity of the documents as they develop and the level of involvement by third parties in the process (such as the Planning Inspectorate) will both have a bearing on the timetable for the local plan and cannot be forecast with certainty at this point. Timetables must continue to be monitored and updated as required.

The Coronavirus pandemic may also continue to have a short and long term impact on the Council's ability to meet the timetables set out in the Local Development Scheme. Council priorities, availability of staff, effective consultation and Government decisions may all have an effect.

(e) **Environmental Implications**

Of itself the LDS has no environmental implications.

(f) **Equalities Impact**

In preparing this report, due consideration has been given to the Borough Council's statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010.

A relevance test for equality has been completed. The equality test determined that the activity has no relevance to Bedford Borough Council's statutory equality duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relation. An equality analysis is not needed.

5. Details

The current Local Development Scheme (LDS) was approved on 23 April 2020.

This 2021 review of the LDS is required in order to update the timetable for the production of the Local Plan Review and Supplementary Planning Documents. Progressing work at the pace anticipated when the LDS was last updated has been very challenging as a result of the limitations created by the Covid 19 pandemic.

As far as the Local Plan Review is concerned, whilst the Issues and Options consultation including 'call for sites' scheduled for Summer 2020 took place as programmed, it has not been possible to complete all necessary technical and evidence base work in order to present a report to Executive in March 2021 as planned.

Delays have been experienced in respect of work commissioned from external consultants, obtaining information relating to site assessment work from external and internal consultees (partly because of the scale of work involved in commenting on the 450 submitted sites on top of other commitments).

As a result, it is proposed that Executive considers the next report in June 2021. This change to the timetable will not affect the submission of the plan by the deadline set in adopted policy (January 2023)

Progress on the development briefs for Ford End Road, Bedford and South of the River, Bedford has been affected by delays to the timetable for decision making on the East West Rail project.

The Forest of Marston Vale design guidance supplementary planning document is being led by external partners, and the updated timetable reflects their new estimate for the completion of the project.

The timetable for the Trees and Development SPD has been delayed as a result of the resignation and departure of the Council's Tree Officer, and priority of other work in planning teams.

The SPD to provide additional guidance in respect of Health Impact Assessments has been delayed by the resignation and departure of a key member of staff in Public Health, and priority of other work in planning teams.

Aside from minor factual updates, the LDS is otherwise unchanged and will continue to be kept under review.

Proposed changes are shown in the LDS Appendix A to this report.

6. Summary of Consultations and Outcome

The following Council units or Officers and / or other organisations have been consulted in preparing this report:

Management Team
Chief Officer for Financial Control
Chief Officer for Legal and Democratic Services

No adverse comments have been received.

7. Ward Councillor Views

Not applicable for this report.

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File Reference: Local Development Scheme

Previous Relevant Minutes: None.

Background Papers: None.

Appendices: Appendix A: Local Development Scheme 2021



APPENDIX A
LOCAL DEVELOPMENT SCHEME
February 2021

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1. INTRODUCTION

- 1.1 Local planning authorities are required to prepare a Local Development Scheme (LDS). The scheme is a public statement which sets out the programme for the production of Local Development Documents (LDDs).
- 1.2 This 2021 review of the LDS is required primarily to update the timetables for the production of the Local Plan Review, development briefs for key sites and SPD to expand on adopted policies. It replaces the LDS adopted in April 2020 and will be reviewed as frequently as is necessary to ensure that it is kept up to date.
- 1.3 The LDS is available for inspection at the Customer Service Centre, 2 Horne Lane, Bedford, MK40 1RA during normal office hours (by appointment only, during periods of Covid or other lockdown) and via the Council's website at [Local Development Scheme](#)

NATIONAL POLICY

THE LOCALISM ACT 2011

- 1.4 The Localism Act introduced new rights and powers to allow local communities to shape new development by working together to prepare neighbourhood development plans . These may be taken forward either by town and parish Councils or by neighbourhood forums.
- 1.5 Neighbourhood Plans are a powerful tool for shaping the development and growth of a local area. They should not just re- state the Council's plan but set out the community's views on the development and use of land in their neighbourhood. The Localism Act includes a "basic condition" that requires neighbourhood plans to be in general conformity with the strategic policies of the local plan.
- 1.6 Unlike many of the parish, village or town plans produced in the past, a neighbourhood plan becomes a formal part of the planning system. Neighbourhood plans form part of the development plan and sit alongside other documents adopted by the local authority. Planning applications will need to be decided against the Council's plans, adopted neighbourhood plans and any other material considerations.
- 1.7 In another important change to the planning system, communities can use neighbourhood planning to permit the development they want to see-in full or in outline, without the need for planning applications. This can be achieved through the preparation of 'neighbourhood development orders'.

- 1.8 The borough council will continue to produce local plan(s) that set the strategic context within which neighbourhood development plans sit and will provide information about neighbourhood planning to help local groups decide whether they want to take advantage of their new planning powers.
- 1.9 At the time of this update, two neighbourhood plans have been formally 'made' and a number of others are being progressed in the borough. Further information is available on the Council's website following this link: [Neighbourhood Planning](#)

TOWN AND COUNTRY PLANNING (LOCAL PLANNING) (ENGLAND) REGULATIONS 2012

- 1.10 Part 2 of the Planning and Compulsory Purchase Act 2004 ("[the Act](#)") establishes a system of local development planning in England and the [2012 Regulations](#) update provision for the operation of that system.

THE NATIONAL PLANNING POLICY FRAMEWORK 2019

- 1.11 In addition to these two pieces of legislation, the National Planning Policy Framework ([NPPF](#)) was first published in March 2012 and updated in 2018 and 2019. Planning law requires that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. The NPPF does not change the statutory status of the development plan as the starting point for decision making. The NPPF is however a material consideration and must be taken into account in the decision making process.
- 1.12 It is the Council's view that the overall strategy of these adopted plans is consistent with the NPPF. The Allocations and Designations Local Plan was examined and adopted in 2013 so its policies post-date the introduction of and have been found to be consistent with the NPPF. The Local Plan 2030 was adopted in January 2020.

THE NATIONAL PLANNING PRACTICE GUIDANCE

- 1.13 On 6 March 2014 the Department for Communities and Local Government (DCLG) launched the [planning practice guidance web-based resource \(PPG\)](#). This was accompanied by a [Written Ministerial Statement](#) which includes a list of the previous planning practice guidance documents cancelled when this site was launched. The PPG is continually updated.

2. THE DEVELOPMENT PLAN

- 2.1 When determining planning applications, the decision shall be in accordance with the development plan unless material considerations indicate otherwise. The statutory development plan for the borough is currently made up of the following documents
- [Local Plan 2030 \(adopted 2020\) policies](#)
 - [Saved Local Plan 2002 policies.](#)
 - [Saved Minerals and Waste Local Plan 2005 policies.](#)
 - Continuing policies in [the Allocations & Designations Local Plan \(adopted 2013\)](#)
 - [The Minerals and Waste Local Plan: Strategic Sites and Policies \(adopted 2014\)](#)
- 2.2 [The Planning and Compulsory Purchase Act \(2004\)](#) provided for transitional arrangements to allow for a smooth handover between the old Local Plan system and the Local Development Framework that replaced it. The Act allowed for the policies in the existing adopted local plans to be ‘saved’ for a period of three years from commencement. The Secretary of State agreed to extend the period for which Local Plan 2002 policies are saved until such time as they are replaced. This means that relevant policies in the Local Plan 2002 are still “live” and can be afforded weight in making planning decisions.
- 2.3 Appendix 1 of this LDS lists all the saved policies in the adopted Local Plan 2002 in addition to the continuing policies in the Allocations and Designations Local Plan 2013.
- 2.4 The transitional arrangements did not allow for the formal ‘saving’ of approved supplementary planning guidance. However the Council’s adopted supplementary planning guidance will continue to be a material consideration in the determination of planning applications where it elaborates upon saved Local Plan 2002 policies. Appendix 2 sets out a schedule of current supplementary planning guidance (SPG) and includes a list of the documents that have been withdrawn and archived. Archived documents are available on the Council’s webpages for reference.
- 2.5 Minerals and waste planning is dealt with on behalf of the unitary councils (Bedford Borough Council, Central Bedfordshire Council and Luton Borough Council) by a shared Minerals and Waste Service that is hosted by Central Bedfordshire Council. Following the adoption of the Minerals and Waste Local Plan: Strategic Sites and Policies (2014), the remaining saved Minerals and Waste Local Plan 2005 general and environmental policies have been reviewed as part of the Local Plan 2030 and two policies remain saved. These are included in Appendix 1.

3. STATEMENT OF COMMUNITY INVOLVEMENT

- 3.1 A revised [Statement of Community Involvement](#) was adopted on 30 October 2019. The document sets out consultation standards and the Council's approach to involving the community and stakeholders in the production of planning documents. It replaces the Statement of Community Involvement that was adopted in 2013.

4. COMMUNITY INFRASTRUCTURE LEVY

- 4.1 The introduction of a [Community Infrastructure Levy](#) was agreed and a charging schedule adopted by the Council on 5 February 2014 to be brought into effect from 1 April 2014. Related to this, a [Planning Obligations SPD](#) was adopted by the Council on 17 July 2013. The supplementary planning document sets out the approach and standards for securing and using developer contributions alongside the operation of CIL. [An Infrastructure Funding Statement](#) is also published annually by the Council.

5. SUPPLEMENTARY PLANNING DOCUMENTS

- 5.1 Details of adopted local development documents are listed in Appendix 3. Documents under preparation and planned but not yet commenced are listed in Appendix 4.

6. POLICIES MAP

- 6.1 The Town & Country Planning (Local Planning) (England) Regulations 2012 Regulation 9 requires the local planning authority to provide a [policies map](#) illustrating geographically the application of the policies in the adopted development plan. The policies map has been updated to reflect the adoption of Local Plan 2030 and the consequential policy changes.

7. DOCUMENTS UNDER PREPARATION

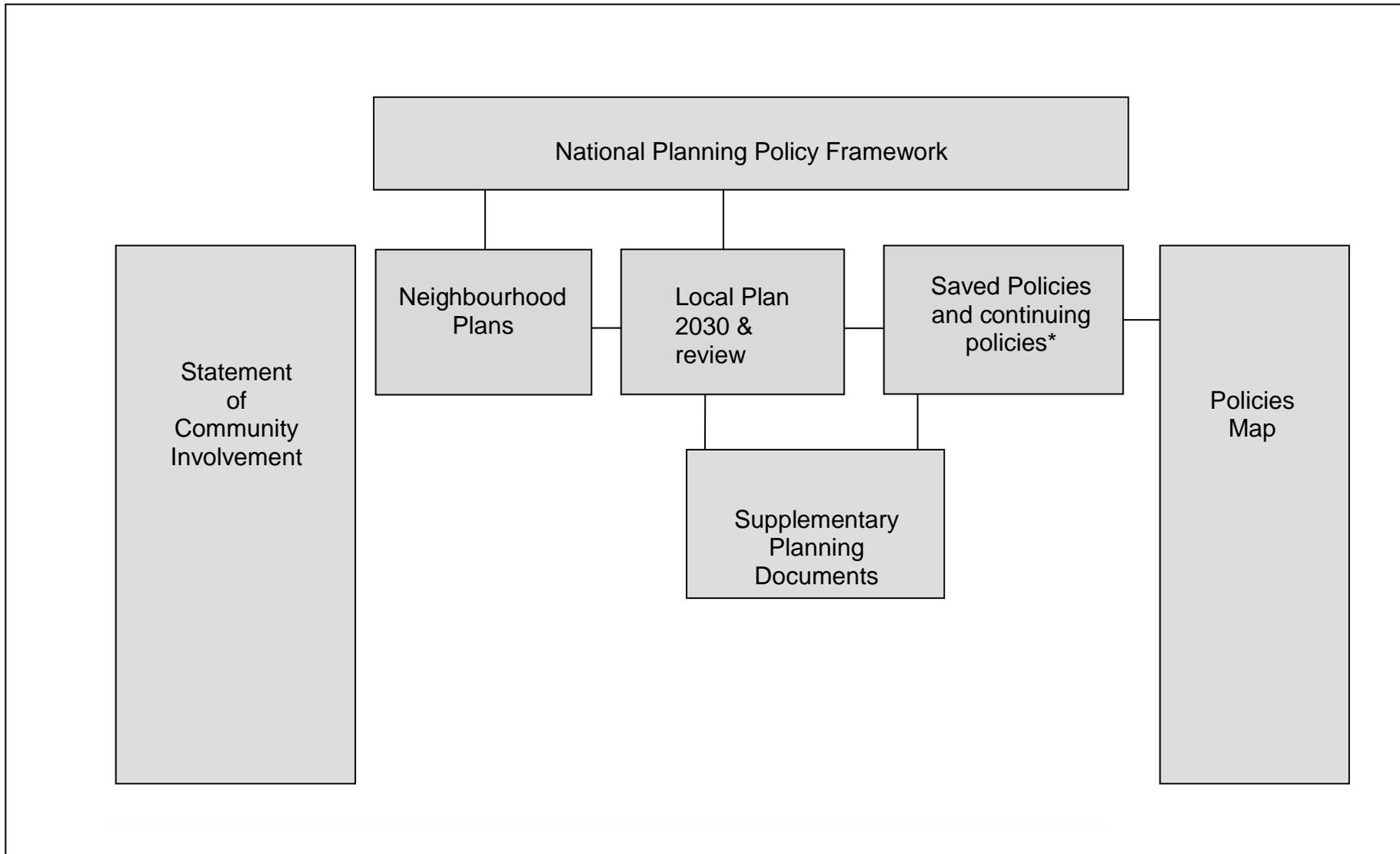
BEDFORD BOROUGH LOCAL PLAN REVIEW

- 7.1 Local Plan 2030 (adopted January 2020) includes a requirement for the plan to be reviewed quickly. Policy 1 states “*The Council will undertake a review of the Local Plan 2030, which will commence no later than one year after the adoption of the plan. An updated or replacement plan will be submitted for examination no later than three years after the date of adoption of the plan...*” The new local plan will apply to the whole of the local authority area. It will review the development strategy, include site allocations and review development management policies where required. Given that Local Plan 2030 has been so recently adopted it is likely that many of the Plan’s policies will remain unchanged.
- 7.2 A first Issues and Options consultation was carried out in the summer 2020 and alongside it a ‘call for sites’ exercise. A second ‘Draft Plan’ consultation will take place during 2021.
- 7.3 A timetable for the production of the new local plan is set out at Appendix 5

SUPPLEMENTARY PLANNING DOCUMENTS

- 7.4 Diagram 1 shows the documents which will provide the framework for development in the borough following the adoption of the local plan review.

DIAGRAM 1 DOCUMENTS WHICH WILL PROVIDE THE FRAMEWORK FOR DEVELOPMENT IN THE BOROUGH FOLLOWING THE ADOPTION OF THE NEW LOCAL PLAN



*Saved Local Plan 2002 and ADLP 2013 policies not replaced by policies in the Local Plan 2030 or local plan review.

8. PROJECT MANAGEMENT RESOURCES

- 8.1 The main resource for the preparation of the Local Development Documents will be the Planning Policy team along with specialist officers within the Environment Directorate, consultancy and legal advice as required. The team's top priority is the preparation of the local plan review.
- 8.2 The Council has commissioned consultants to progress development briefs and design codes for two sites: Ford End Road and Land south of the river.
- 8.3 The production of any further SPDs relating to the major sites will depend on the resources of external parties as the initial drafts are expected to be produced by consultants acting for the developers concerned with the individual sites. Council resources will also be required. It is intended that the documents would be produced on a collaborative basis.
- 8.4 The timetable provided in this document is dependent on resource being available as and when required, including those of external bodies such as the Planning Inspectorate.

9. SUSTAINABILITY APPRAISAL AND STRATEGIC ENVIRONMENTAL ASSESSMENT

- 9.1 One of the requirements of the plan-making system is to undertake a [sustainability appraisal](#) and [strategic environmental assessment](#) of Local Development Documents. This appraisal process is one which should shape the content of the documents by being undertaken at key stages in the documents' preparation. Therefore, in the preparation of Local Development Documents the Council will:
 - At the pre-production stage: carry out a scoping exercise and collect baseline information.
 - At the submission stage; make available a sustainability appraisal report, amended and updated as necessary.
 - At the examination stage; where necessary, appraise any significant changes proposed.
 - At adoption; integrate into ongoing monitoring activity.

10. MONITORING AND REVIEW

- 10.1 The Council is required to prepare a Bedford Borough Planning Monitoring Report ([BBPMR](#)) to monitor how effectively its policies and proposals are being implemented, and what action might need to be taken to address emerging issues or problems.

This includes an assessment of the level of housing completions against housing requirements. It also reports on progress being made in implementing the work programme set out in the Local Development Scheme.

- 10.2 Arising from the Bedford Borough Planning Monitoring Report, the Council will consider what changes, if any, need to be made to the Local Development Scheme. The Council will bring forward changes to the Local Development Scheme at other times in response to significant new issues or changes in circumstance.

11. EVIDENCE BASE

- 11.1 It is important that the preparation of Local Development Documents is underpinned by a strong base of evidence to inform their proposals. Each document under preparation will set out its evidence base and relevant documents will be made available on the Council's web site.

APPENDIX 1 Saved and continuing policies

Saved Policies from the 2002 Local Plan
H2 – Britannia Iron Works
H6 – Biddenham Loop
H7 – Land west of Kempston
H8 – Land north of Bromham Road, Biddenham
H9 – Land at Shortstown
H11 – Land south of Fields Road, Wootton
H12 – Land north of Fields Road, Wootton
H13 – Land off Rousebury Road, Stewartby
H14 – Elstow Storage Depot
H23 – Housing in second order villages
E2 – Land south of Cambridge Road
E10 – Elstow Brickworks
LR4 – Rowing course

Continuing Allocations and Designations Local Plan Policies (2013)
AD1 Sustainable Development Policy
AD3 Land at Hall End Road, Wootton
AD4 Land at Old Ford End Road, Queens Park, Bedford
AD7 Land East of Eastcotts Road, Bedford
AD10 Lansdowne Road, Warwick Avenue and Dynevor Road, Bedford
AD11 Land at Medbury Farm, Elstow
AD12 Land at Bell Farm, Kempston
AD13 Marston Vale Innovation Park Phase 2, Wootton
AD15 Manton Lane Reservoir Site, Bedford
AD16 Land West of Manton Lane, Bedford

Continuing Allocations and Designations Local Plan Policies (2013)
AD17 Land West of the B530, Kempston
AD18 Land North of the A6-A428 Link Road, Bedford
AD19 Land at Manton Lane, Bedford
AD20 Land at Bedford Road, Great Barford
AD21 Land at Chawston Lake, Roxton Road, Wyboston
AD22 Land North of Ravensden Road, Salph End, Renhold
AD23 Bedford River Valley Park Enabling Development
AD24 Green Infrastructure Opportunity Zones
AD26 Bedford River Valley Park
AD27 Bedford to Milton Keynes Waterway Park
AD28 Provision of Open Space and Built Facilities in Association with New Development
AD36 Pedestrian Routes
AD38 Commercial Vehicle Parking and Motorists Facilities
AD39 Cycling
AD40 Village Open Spaces and Views
AD41 Urban Area Boundary
AD42 Local Gaps
AD43 Urban Open Spaces and Gaps
AD44 Former Land Settlement Association Area

Saved Bedfordshire and Luton Minerals and Waste Local Plan Policies (2005)
W17 – Land raising
W22 – Safeguarding existing sites

APPENDIX 2

MATERIAL SUPPLEMENTARY PLANNING GUIDANCE

The following supplementary planning guidance (SPG) which relates to policies in adopted Local Plans, was prepared in accordance with Government guidance and is considered to be a material consideration in the determination of planning applications.

Name of SPG and Date	Policy to which it relates
Development Briefs	
Great Denham (formerly Biddenham Loop) Revised Brief (2003) supplemented by Great Denham Design Guide and Code SPD January 2010	H6
Land West of Kempston (2003) supplemented by West of Kempston Design Guide and Code SPD January 2010	H7
Land North of Bromham Road Biddenham (2003)	H8
Land at Shortstown (2003)	H9
Wootton Development Brief (1999)	H11 & H12
Elstow New Settlement (1999) (Wixams)	H14
Design Guides	
Achieving Quality in Residential Layouts (1997)	Policy 29 LP2030 (previously BE29 LP2002)
Residential Extensions, New Dwellings and Small Infill Developments (2000)	Policy 28S and Policy 29 LP2030 (previously BE29 LP2002)

APPENDIX 3

SCHEDULE OF ADOPTED LOCAL DEVELOPMENT DOCUMENTS

DPD = Development Plan Document SPD = Supplementary Planning Document LDD = Local Development Document

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for pre-submission consultation (Issues & Options)	Date for public participation on draft (DPD) draft SPD and sustainability appraisal report	Date for submission to Secretary of State	Date of adoption
Shopfronts & Adverts in Conservation Areas	SPD	Provides detailed guidance on the design of shopfronts and adverts in conservation areas	The town centre and conservation areas in authority area	To conform with Local Plan 2030 policies 15 and 34.	N/A	Sept – Oct 2005	N/A	Adopted Nov 2005
Great Denham (formerly Biddenham Loop): Design Guide and Code	SPD	Sets out the design code for the land allocated under Local Plan Policy H6	The land at Great Denham, formerly known as Biddenham Loop	To conform with Local Plan 2002 saved policy H6 and national policy	N/A	N/A	N/A	Adopted Jan 2010
West of Kempston: Design Guide and Code	SPD	Sets out the design code for the land allocated under Local Plan Policy H7	The land west of Kempston	To conform with Local Plan 2002 saved policy H7 and national policy	N/A	N/A	N/A	Adopted Jan 2010
Allocations & Designations Local Plan	LDD	Allocates land required for future development, designates areas where particular controls will apply and establishes the policy boundary of settlements	Whole authority area	To conform with the Core Strategy and Rural Issues Plan	Dec 2007 - July 2010	Sept -Nov 2011	May 2012 - June 2013	Adopted July 2013

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for pre-submission consultation (Issues & Options)	Date for public participation on draft (DPD) draft SPD and sustainability appraisal report	Date for submission to Secretary of State	Date of adoption
Planning Obligations	SPD	Sets out the approach and standards for securing and using developer contributions	Whole authority area	To conform with adopted policies in the Core Strategy and Rural Issues Plan, Town Centre AAP and Allocations and Designations Local Plan	N/A	Dec 2012 -Feb 2013	N/A	July 2013
Open Space	SPD	Sets out guidelines for the operation of new local open space standards	Whole authority area	Allocations and Designations Local Plan Policy AD28	N/A	June-July 2013	N/A	September 2013
Community Infrastructure Levy Charging Schedule	LDD	Sets out the charges to be applied to different types of new development in the Borough	Whole authority area		Dec 2012	May 2013	July 2013	February 2014

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for pre-submission consultation (Issues & Options)	Date for public participation on draft (DPD) draft SPD and sustainability appraisal report	Date for submission to Secretary of State	Date of adoption
Parking Standards for Sustainable Communities	SPD	Sets out standards and guidelines for the design and amount of vehicle parking in new developments	Whole authority area	The Core Strategy & Rural Issues Plan and Local Transport Plan 3, the Allocations and Designations Local Plan and Local Plan 2030 Policy 31.	N/A	May-June 2014	N/A	September 2014
Land North of Bromham Road design guide – Revision/ Addendum 2015	SPD	Provides detailed guidance on all aspects of design for the land north of Bromham Road, Biddenham through a design guide with revisions arising from changes to the masterplan and policy changes at local and national level	The land north of Bromham Road development area	To conform with saved Local Plan 2002 policy H8 and national policy	N/A	Jan-Feb 2015	N/A	March 2015

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for pre-submission consultation (Issues & Options)	Date for public participation on draft (DPD) draft SPD and sustainability appraisal report	Date for submission to Secretary of State	Date of adoption
Sustainable Drainage System (SuDS) SPD 2018	SPD	Provides a framework to promote sustainable development within Bedford Borough through planning standards and objectives set out in the document. Sets out the requirements for the implementation of Sustainable Drainage Systems (SuDS) in future development. It will identify the information required to validate and support planning applications.	Whole authority area.	NPPF and Local Plan 2030 Policy 93.	N/A	Nov-Dec 2017	N/A	February 2018
Statement of Community Involvement	LDD	Document setting out standards and approach to involving the community and stakeholders in the production of the development plan.	Whole authority area	To conform with corporate consultation policies and guidance.	N/A	N/A	N/A	Adopted October 2019 (temp amendments June 2020)
Bedford Borough Local Plan 2030	LDD	Sets out the spatial strategy for the borough from the date of adoption (2020)	Whole authority area	Duty to co-operate requirements and NPPF.	January 2014	September 2018 (second Regulation 19 publication)	December 2018	January 2020

APPENDIX 4

SCHEDULE OF DOCUMENTS UNDER PREPARATION OR TO BE COMMENCED

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for public participation on issues and options (LDD) draft SPD and sustainability appraisal	Date for pre-submission publication	Date for submission to Secretary of State	Proposed date for adoption
Bedford Borough Local Plan Review	LDD	Sets out the spatial strategy for the borough from the date of adoption	Whole authority area	Duty to co-operate requirements and NPPF.	Summer 2020	Summer 2022	January 2023	December 2023
Health Impact Assessments	SPD	The potential need for an Assessment in relation to a planning application will be raised with applicants through the pre-application process. This document will be provided which will include further advice in relation to where an HIA is required, what it should contain and the health outcomes the development should seek to achieve.	Whole authority area	National Policy and LP2030 Policy 2S	Summer 2021	N/A	N/A	Winter 2021
Ford End Road planning brief and design code	SPD	Comprehensive development brief and design code to set out distribution of uses and guide development.	Ford End Road area in Bedford	Local Plan 2030 Policy 12	Autumn 2021	N/A	N/A	Spring 2022

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for public participation on issues and options (LDD) draft SPD and sustainability appraisal	Date for pre-submission publication	Date for submission to Secretary of State	Proposed date for adoption
Land south of the river planning brief and design code	SPD	Comprehensive planning brief and design code to set out distribution of uses, phase and guide development.	South of the river area in Bedford	Local Plan 2030 Policy 14	Autumn 2021	N/A	N/A	Spring 2022
Forest of Marston Vale design guidance	SPD	To provide guidance on how to achieve the policy requirements.	Forest of Marston Vale area	Local Plan 2030 Policy 36S	Summer 2021	N/A	N/A	December 2021
Trees and Development	SPD	To provide guidance on the types of trees for inclusion as part of landscaping, installation and future maintenance that is suitable for particular types of development	Whole authority area	Local Plan 2030 Policy 39	Spring 2021	N/A	N/A	Autumn 2021
Design guidance to guide the development of small residential sites, infill development and extensions	SPD	To update and replace the Council's existing guidance "Residential Extensions, New Dwellings & Small Infill Developments" (RENSID) (and sections of "Achieving Quality in Residential Layouts")	Whole authority area	Local Plan 2030 Policy 29	As resources allow			

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for public participation on issues and options (LDD) draft SPD and sustainability appraisal	Date for pre-submission publication	Date for submission to Secretary of State	Proposed date for adoption
Guidance for the design of shopfronts	SPD	To update and replace the Council's existing guidance "Shopfronts and Advertisements in Conservation Areas"	Whole authority area	Local Plan 2030 Policy 29	As resources allow.			
Guidance on advertisements	SPD	To provide design guidance on advertisements	Whole authority area	Local Plan 2030 Policy 34	As resources allow			

APPENDIX 5

LOCAL PLAN TIMETABLE

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
2021						E						
2022			E									E & FC
2023	Submit plan											E & FC

	Issues and options work
	Draft plan consultation
	Pre-submission consultation
	Examination
	Adoption
E	Executive meeting
FC	Full Council meeting

LOCAL PLAN TIMETABLE

Document Details	
Title	Bedford Borough Local Plan Review
Role and Content	Identifies levels of growth and the spatial strategy to be adopted by the Council. It allocates land for development, designates specific areas subject to planning policies controlling development and will update development management policies where appropriate.
Status	Local Development Document/Local Plan
Chain of Conformity	To conform with the NPPF/Corporate priorities and policies.
Geographic coverage	Whole Authority Area

Timetable	
Pre-production	Spring 2020
Preparation of issues and alternative options and consideration of Representations. Call for sites.	Summer 2020
Draft plan consultation.	Summer 2021
Submission Publication (Regulation 19)	Summer 2022
Submission to the Secretary of State	January 2023
Examination period	2023

Receipt of Inspector's binding report	Autumn 2023
Adoption	Winter 2023

Arrangements for production	
Lead organisation/department	Chief Officer – Planning & Infrastructure Development
Management arrangements	Key stages agreed by Executive and Full Council in accordance with the Council's constitution. Adoption by Full Council.
Resources required	Planning Policy team and input from across the Council. Consultancy input to background studies and reports. Input from duty to cooperate partners.
Approach to involving the community	In accordance with the SCI.

Post production	
Monitoring and review mechanisms	Bedford Borough Planning Monitoring Report

APPENDIX 6

GLOSSARY OF TERMS

Allocations Sites specifically identified on the Policies Map for development.

Core Strategy & Rural Issues Plan The long-term spatial vision and strategy for the local planning authority area in place between 2008 and 2020.

Design Codes A set of specific rules or requirements to guide the physical development of a site or place. The aim of design coding is to provide clarity as to what constitutes acceptable design quality and thereby provides a level of certainty for developers and the local community alike that can help to facilitate the delivery of good quality new development.

Designations Areas shown on the Policies Map to which specific policies apply (not allocations).

Development Briefs Prepared by the Borough Council (or others) as a detailed statement of planning policies for a particular site and its aspirations in terms of uses, layout and design principles.

Development Plan Defined under S.38 of the Planning and Compulsory Purchase Act 2004. This is the prime consideration in the determination of planning applications. For Bedford Borough Council this is the Local Plan 2030; , the continuing policies of the Allocations and Designations Local Plan, saved policies from the Local Plan 2002. Minerals and Waste policies and 'made' neighbourhood plans also form part of the development plan (see para. 2.1).

Development Plan Document (DPD) Spatial planning document prepared by the local planning authority that is subject to an independent public examination. They can cover a range of issues, and will set out the main spatial strategy, policies and proposals of the Council.

Local Development Documents (LDDs) Generic term for documents that can be included in the Development Plan and other planning documents. Collectively LDDs deliver the spatial strategy for the local planning authority area.

Local Development Framework (LDF) A portfolio of Local Development Documents that provided the framework for delivering the spatial strategy of the area. From 2012 the term Local Development Framework is no longer used.

Local Development Scheme (LDS) Rolling project plan for the preparation of Local Development Documents.

Localism Act Gives more power and responsibility to neighbourhoods and local community groups. It also proposed the revocation of regional planning guidance.

Local Plan 2002 Statutory district-wide document prepared pre 2004 changes to the planning system. Only a small number of site-specific policies remain 'saved'.

Local Plan Since 2012, the term 'Local Plan' is once again used (replacing LDFs) to describe the document containing the Council's land use policies and proposals.

National Planning Policy Framework National planning policy which replaced all PPGs and PPSs in one document.

Neighbourhood Development Plan A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004). 'Made' neighbourhood plans are part of the development plan.

Policies Map Illustrates policies and proposals in local development documents.

Statement of Community Involvement (SCI) Sets out the approach of the authority to involving the community in the preparation, alteration and review of Local Development Documents, in the consideration of significant planning applications and in the preparation of neighbourhood plans.

Strategic Environmental Assessment (SEA) Environmental assessment of policies, plans and programmes required under the European SEA Directive 2001/42/EC.

Sustainable Drainage Systems (SuDS) maximise the benefits while minimising the negative impacts of surface water runoff on developments. The SuDS approach involves the management of water quantity to reduce the risk of flooding downstream and in-situ, and the reduction of pollution levels within that runoff. This is achieved by harvesting, infiltrating, slowing, storing, conveying, and treating runoff on site (preferably on the surface and not underground)

Supplementary Planning Documents (SPD) Non-statutory documents that expand upon adopted planning policies or proposals. These replace Supplementary Planning Guidance.

Supplementary Planning Guidance (SPG) Non-statutory guidance prepared under the pre-2004 system to expand upon policies and proposals in the Local Plan 2002.

Sustainability Appraisal (SA) A social, economic and environmental appraisal of strategy, policies and proposals – required for all Development Plan Documents and, where necessary, Supplementary Planning Documents. To be undertaken jointly with Strategic Environmental Assessment.

Sustainable Community Strategy Sets out goals and aims to tackle identified pressing problems in the Borough around 7 themes: Thriving; Greener; Aspiring; Healthy; Safer; Inclusive; and Growing. The views of key stakeholders, communities and citizens have been sought to achieve a shared vision across the Borough.

APPENDIX 7

KEY CHANGES MADE TO THE LOCAL DEVELOPMENT SCHEME

The following table lists the key changes made to the Local Development Scheme 2020 and reasons for those changes.

Change	Reason
Update key dates at Appendix 4 as they relate to <ul style="list-style-type: none">• The Local Plan Review• Ford End Road, Bedford Planning Brief and design Code (SPD)• South of the River, Bedford Planning Brief and design Code (SPD)• Forest of Marston Vale Design Guide (SPD)• Trees and Development (SPD)• Health Impact Assessment (SPD)	To take account of Covid 19-related delays. In respect of the briefs/design codes, to take account of delays created as a result of aligning their progression with the timetable for the E/W Rail project.
Update Gantt chart in Appendix 5	To update the local plan review timetable.