



South Gloucestershire Council

Local Plan Delivery Programme 2022–2025

December 2021

**SOUTH GLOUCESTERSHIRE
LOCAL PLAN
DELIVERY PROGRAMME**

2022 – 2025

What is the Local Plan Delivery Programme?

Following the planning reforms introduced by the Government in 2010 that encouraged local planning authorities (LPAs) to refer to their Development Plan as the Local Plan (rather than the Local Development Framework (LDF)), and the introduction of neighbourhood planning arrangements, we are now more commonly referring to the Local Development Scheme (LDS) as the council's Local Plan Delivery Programme (LPDP).

South Gloucestershire Council has prepared this update to its LPDP to identify which Local Development Documents will be produced, in what order and when. It also provides information regarding subject matter and the geographical areas which the documents will cover.

What period does it cover?

The current Local Plan Delivery Programme (LPDP) covers the period 2022 – 2025 and replaces the Local Plan Delivery Programme 2021-2024.

How often is it reviewed?

The LPDP is reviewed at least annually but may be subject to more frequent reviews to keep the published programme up to date and ensure a 3 year rolling programme is maintained.

Current Local Plan

The adopted Development Plan for South Gloucestershire comprises the following Local Plan documents:

- The **Core Strategy** (adopted December 2013);
- The **Policies, Sites and Places (PSP) Plan** (adopted November 2017); and
- The **Joint Waste Core Strategy** (adopted March 2011).

This is supported by the following:

- The **Policies Map** – an interactive map that displays the policies of the adopted Development Plan that apply to specific geographical locations and is available via our website at: [Policies map | BETA - South Gloucestershire Council \(southglos.gov.uk\)](https://www.southglos.gov.uk/policies-map)

It will be amended every time a local plan document containing a site specific policy or proposal is adopted or we receive mapping updates from our partners such as the Environment Agency and Natural England, which require the environmental data we hold to be updated;

- The **Statement of Community Involvement** (SCI) (adopted January 2010 (refreshed 2015)); and March 2021 Our SCI is available at: [Statement of Community Involvement | BETA - South Gloucestershire Council \(southglos.gov.uk\)](https://www.southglos.gov.uk/statement-of-community-involvement)
- The **Community Infrastructure Levy** (CIL) (adopted March 2015). CIL regulations in September 2019 introduced a requirement for councils to publish annually an **Infrastructure Funding Statement (IFS)** on the use of both CIL and Section 106 monies. Details about our CIL and current IFS are available at: [Community Infrastructure Levy \(CIL\) | BETA - South Gloucestershire Council \(southglos.gov.uk\)](https://www.southglos.gov.uk/community-infrastructure-levy)

The council has published and keeps under review a suite of Supplementary Planning Documents (SPD) which provide more guidance on Local Plan policies. A list of the Council's Supplementary Planning Documents (SPDs) and other planning guidance which have been adopted can be found [online](#).

During 2021 significant progress has been made on a preparing a suite of new Supplementary Planning Documents (SPD).

- Published in March 2021 the refresh of the Statement of Community Involvement (SCI)
- Published in March 2021 supplementary planning documents (SPDs) covering Householder Design Guidance, Barn Conversion Design Guidance and Traditional Rural Buildings and refreshed guidance for the basis on which CIL & S106 contributions will be sought and administered in South Gloucestershire.
- Published in April 2021 a suite of five new supplementary planning documents (SPDs) which help to give practical examples of how our adopted Local Plan policies are contributing to the Council's objectives to address climate change and the loss of nature covering; Trees on Development Sites, Sustainable Drainage Systems, Green Infrastructure, Affordable Housing Delivery Guidance and Self Build and Custom Housing.
- Published in October 2021 the Houses in Multiple Occupation SPD and Annexes and Residential Outbuildings SPD

The **Authority's Monitoring Report (AMR)** monitors plan preparation and the extent to which policies in local planning documents are being implemented. It monitors key data such as housing completions, growth and losses in office and in industrial space. The AMR is based upon the period 1 April to 31 March each year. Our AMR is available at [Local plan monitoring | BETA – South Gloucestershire Council \(southglos.gov.uk\)](#)

Future Programme and Other Documents

During the coming 3 year period, the Council will oversee the transition from the current portfolio of plans to a two tier Local Plan approach, with the West of England Combined Authority (WECA) Spatial Development Strategy (SDS) and the new South Gloucestershire Local Plan. Together, once adopted, these documents will constitute the Development Plan for South Gloucestershire, replacing the Core Strategy and PSP Plan.

Profiles of the documents identified in the LPDP to be prepared/ adopted during the period 2022 – 2025, including timetables for their preparation, are set out in **Appendix A**. A brief summary of each is set out below.

The timetables proposed seek to balance and take into account the requirement to ensure the Council has an up to date Development Plan and supporting documents in place as quickly as possible, while managing the longer term impacts of the Covid-19 circumstances and any changes introduced through the Government's legislative programme and planning reforms.

Development Plan

West of England Combined Authority (WECA) Spatial Development Strategy (SDS)

The West of England Combined Authority is working closely with ourselves and Bath and North East Somerset Council and Bristol City Council to prepare a Spatial Development Strategy (SDS) to

cover the period 2022-2042. This will set out broad locations for growth to meet the need for homes and jobs and the overall strategic planning context. Further details about the SDS is available at: [Planning policy - West of England Combined Authority \(westofengland-ca.gov.uk\)](https://www.westofengland-ca.gov.uk/planning-policy)

South Gloucestershire Local Plan

The South Gloucestershire Local Plan will replace the Core Strategy and the Policies, Sites and Places Plan. By preparing the Local Plan the Council is giving spatial expression to the objectives of the Council Plan and a platform through the statutory planning system to express the Council's commitment to delivering sustainable growth in accordance with the declared Climate Change Emergency, its objectives for enabling the recovery of our local natural environment and for residents and businesses to lead lives that have minimal environmental impact. The Local Plan will also give statutory spatial expression to the Council's regeneration objectives and commitment to support our High Streets and Town Centres. Key focuses are at Kingswood, Yate, Parkway Station and environs and for infrastructure led proposals the council has the ambitions to deliver in the communities of the Bristol North Fringe, Bristol East Fringe and Severnside. This will be complemented by setting out the Council's approach to growth, change and protection of communities and environments in the rural areas of the district. A range of existing, refreshed and new planning policies to guide development, safeguard, protect and enhance the natural and built environment will also be contained in the Plan, as well as building on lessons being learnt from the Covid-19 pandemic, to consider new more inclusive ways of working, shopping, and socialising. The Local Plan will be prepared alongside the West of England Combined Authority SDS. When these documents are adopted, they will form the up to date Development Plan for South Gloucestershire. Further updates on the programme and timetable for the Council's new Local Plan are available on its website at www.southglos.gov.uk/newlocalplan.

Community Infrastructure Levy (CIL) Refresh

The decision to progress a CIL review is currently pending further clarity on the Government's intended Planning and CIL reforms. In the interim the Council has updated its approach to s106s to better reflect the new regulatory policy landscape following changes to the CIL regulations made in September 2019 and has published a refresh of its Developer Contributions (CIL/S106) SPD. Details are available at: [Community Infrastructure Levy \(CIL\) | BETA - South Gloucestershire Council \(southglos.gov.uk\)](https://www.southglos.gov.uk/cil)

Supplementary Planning Documents (SPDs)

Supplementary planning documents (SPDs) build upon and provide more detailed advice and guidance on policies in an adopted local plan. As they do not form part of the Development Plan, they cannot introduce new planning policies, however, they are a material consideration in decision-making. To help manage the transition to the council having an up to date Development Plan in place, during 2021 the Council prepared and published 10 new SPDs as explained above. Details of all our SPDs are available at: [Supplementary planning documents | BETA - South Gloucestershire Council \(southglos.gov.uk\)](https://www.southglos.gov.uk/spds)

During 2022 we intend to prepare and publish a refresh of our [Biodiversity and Planning SPD](#)

- **Biodiversity and Planning SPD** –. The current SPD “South Gloucestershire Design Guide: Biodiversity and the Planning Process” was adopted in October 2005. Although many of the principles remain the same, since its publication new legislation, national and local policy such as the Environment Act (2021), National Planning Policy Framework and the South

Gloucestershire Policies, Sites and Places Plan (2017) and Core Strategy(2013) have come into force rendering the publication out of date and in need of an update. The SPD will aim to support adopted development plan policy PSP19 by providing advise on how to maximise biodiversity net gain on a site, retaining and enhancing those habitats identified though the site survey work and incorporating them within the scheme. The SPD will also reference best practise for integration of biodiversity net gain within site design and planning to ensure habitats for wildlife are enhanced, detail what information is required when submitting an application and what is required to achieve a well-designed scheme for biodiversity.

We will continue to keep our SPD programme under review alongside our priority to ensure the Council has an up to date Local Plan.

Other Technical Documents

First Homes Technical Advice Note

This Technical Advice Note (TAN) will set out the Council's approach to delivering First Homes in accordance with national guidance and in compliance with the Council's adopted Local Plan policies on the delivery of Affordable Housing. From the 28 June 2021 local authorities are required to deliver First Homes as a proportion (25%) of their usual Affordable Housing delivery through their local plan policies with transitional arrangements to take account of any applications determined before 28 December 2021 or 28 March 2022 where there have been substantive preapplication discussions relating to the proposed Affordable Housing.

Parking Survey

This Technical Advice Note (TAN) will provide guidance on how applicants should demonstrate appropriate evidence of the availability of on-street parking during evenings and weekends to support planning applications for Houses in Multiple Occupation (HMOs) in South Gloucestershire. This guidance will set out how South Gloucestershire Council expects appropriate evidence through parking surveys to be gathered where parking issues need to be considered as part of the application determination process. This note supports planning policy PSP16 of the South Gloucestershire Policies, Sites and Places DPD (adopted November 2017), and the Supplementary Planning Document for Houses in Multiple Occupation (HMOs) (adopted October 2021).

We will continue to keep our TAN programme under review alongside our priority to ensure the Council has an up to date Local Plan.

Introducing Article 4 Directions to withdraw specified permitted development rights to convert dwelling houses (C3) to a small Houses in Multiple Occupation (HMO) (C4) without planning permission

HMOs meet a variety of needs for private rented housing ranging from young professionals 'house-shares' and students wanting to live off campus, as well as providing a vital source of housing supply for people on lower incomes. For many people, HMOs provide a practical and affordable housing option that meets their housing needs. The Council is aware that there has been an increase in the concentrations of HMOs in particular parts of the district which has heightened concerns from neighbouring properties and wider community with regard to parking pressures, noise, management of waste and recycling and anti-social behaviour, and in some cases has resulted in a perception that mixed communities are no longer supported. In accordance with statutory powers and procedures set out in the Town and Country Planning (General Permitted Development) Order 2015 (GPDO) and the NPPF at paragraphs 53 and 54 the Council is undertaking the procedures to make a non-immediate Article 4 Direction. Upon completion this will withdraw specified permitted development rights to convert dwelling houses (C3) to a small Houses

in Multiple Occupation (HMO) (C4) without planning permission within specifically defined areas of Filton and Stoke Park & Cheswick wards through a direction made under Article 4 of the Town and Country Planning (General Permitted Development) Order 2015. This would not mean that HMOs within A4D areas are unacceptable, rather that it would bring these into the planning system to allow consideration of the proposed development against the Council's adopted Local Plan policies.

Green Spaces Strategy

In November 2021 we published our Green Infrastructure Strategy. The aim of this new strategy is to strengthen the way we work together to plan, design and manage Green Infrastructure towards a shared vision for 'greener places where people and nature thrive'. The strategy explains why we need to improve the network of green spaces and water courses (green infrastructure) across our area and the action we plan to take. It shows the 'green thread' which links our work to regional, national and global commitments to protect the environment and how important that is. The Council's new Local Plan and our approach to delivering green infrastructure will give spatial expression to putting into action the objectives of the Council's Green Infrastructure Strategy.

The West of England authorities Joint Green Infrastructure Strategy (JGIS) – was published in June 2020 and is available to view on the West of England Combined Authority's website <https://www.westofengland-ca.gov.uk/west-of-england-joint-green-infrastructure-strategy/>. This document sets out our priorities and will be the basis for identifying opportunities for enhancing and delivering green infrastructure and will be a shared evidence base for each council to bring forward SPD and for their new Local Plans. The JGIS also compliments the Council's Green Spaces Strategy.

Heritage and Conservation – the Council is undertaking a review of its Local List and Building at Risk registers. The Local List will be brought forward as a supplementary planning document and the Council's Buildings At Risk register will be published on the Council's website. Once the reviews are concluded, the relevant information will be available at <https://www.southglos.gov.uk/environment-and-planning/historic-environment/>. The Council will also be looking to bring forward details for updating Conservation Areas on a prioritised basis.

High Street Regeneration and Master Planning

The Council is working with WECA and other key partners and stakeholders on a number of master planning initiatives at Kingswood, Yate, Parkway Station, Bristol North Fringe, Bristol East Fringe and Severnside. These will provide a vision, clear criteria and information, generated with community involvement, to effectively inform the approach and policies needed for these areas in the Local Plan. The work will directly evidence and inform designation of site allocations, approach to defining areas for high density development, design and public realm enhancements, key routes, green infrastructure provision and any transport schemes. Supporting documents and technical evidence can accompany the masterplan.

Neighbourhood Plans

The Localism Act 2011 introduced neighbourhood plans, to be prepared by parish and town councils/neighbourhood forums, with the support of the Local Planning Authority, to guide development in their local communities. Neighbourhood plans are required to be in general conformity with the Development Plan for their area and will, themselves, form part of the Development Plan following a public examination/ inquiry process and a positive outcome at the referendum stage. The Council has a duty to support local communities in this work. Accordingly, officers have established liaison arrangements to work with and support local communities undertaking neighbourhood plans. Further details about how the Council supports neighbourhood plans and plans that are under preparation can be found on the [Neighbourhood Planning](#) webpage.

Resources and Waste

Strategic Resources and Waste policies and proposals are set out in the adopted West of England Joint Waste Core Strategy which covers the period to 2026. As part of commencing work on the West of England Combined Authority's Spatial Development Strategy and the Council's new Local Plan, the JWCS will be reviewed to ascertain whether any changes are necessary. A further update will be provided in due course.

Appendix A
Local Development Document Profiles

<i>Title of the LDD</i>	West of England Combined Authority Spatial Development Strategy (SDS)
Document Details	
Role and subject of document	<p>To positively address the strategic planning needs including the Climate Emergency and following changes introduced in the NPPF in 2019, South Gloucestershire is collaborating on the preparation of the West of England Combined Authority (WECA) Spatial Development Strategy (SDS) with WECA and the other Combined Authority unitary authorities (Bristol City Council and Bath & North East Somerset Council), at the same time working under the Duty to Co-operate with North Somerset Council, who are preparing their own Local Plan, as they are not part of WECA. The SDS will broadly cover the following:</p> <ul style="list-style-type: none"> • Strategic priorities - principles that inform all aspects of strategic planning including cleaner and inclusive growth to respond to the climate change emergency declarations. • Spatial vision – setting out the nature of places and relationships between them (objectives focussed); • Spatial strategy broad pattern and scale of (housing, employment inc. retail, infrastructure) development relative to existing assets etc inside and outside the area needed to achieve the spatial vision. • Housing and jobs requirements the overall quantum of housing and employment growth within the West of England Combined Authority Area and the distribution as per the spatial strategy and any other cross boundary agreements • Other thematic policies: e.g. policies to ensure a cross-cutting, multi-scale and collaborative approach to the natural, historic and built environment <p>Further details of the WECA SDS is available at https://www.westofengland-ca.gov.uk/west-of-england-joint-planning/.</p>
Geographical Coverage	The SDS will cover the area of the West of England Combined authorities (Bristol City Council, Bath & North East Somerset Council and South Gloucestershire Council).
Status	The Spatial Development Strategy (SDS) when adopted will form part of the Development Plan for South Gloucestershire. The South Gloucestershire Local Plan must confirm to the SDS.
Chain of Conformity	<p>The SDS will be prepared in accordance with:</p> <ul style="list-style-type: none"> • NPPF • The Combined Authorities (Spatial Development Strategy) Regulations 2018

	<ul style="list-style-type: none"> • Greater London Authority Act 1999 • WECA Order (2017) • PINS Procedural Practice in the Examination of Spatial Development Strategies 2020 <p>The reviewed Local Plans of the West of England Combined Authorities will be prepared in parallel with the Spatial Development Strategy. The timetable for review of the South Gloucestershire Local Plan is included in this document.</p>
Timetable for Production to be updated	
Evidence base preparation and plan making Ongoing stakeholder engagement on evidence base and keeping people informed	Autumn 2020 to late 2021
Statutory consultation on draft SDS (12 weeks statutory public consultation). Opportunity to comment on the proposed plan and supporting evidence through formal consultation	Spring 2022
Examination – Plan examination by a panel of planning inspectors. Opportunities for the public to participate in the plan examination process, led by Inspectors	Spring 2023
Publication (adoption) of SDS as soon as possible after receiving the report and becomes part of statutory development plan	Summer 2023
Arrangements for Production	
<i>Which organisation/ directorate of the Council will lead the process?</i>	This is a joint plan prepared by the West of England Combined authorities. Strategic Planning and Housing Division of the Environment & Community Services Directorate will provide the lead for South Gloucestershire Council.
<i>Management arrangements</i>	To be led by WECA working in collaboration with the constituent combined authority councils
<i>Resources</i>	The four authorities and WECA remain committed to working together on the best way forward on strategic planning policies for the sub-region to positively address its strategic planning needs including the Climate Emergency
<i>Community Involvement</i>	To be led by WECA - referring to each authorities Statements of Community Involvement where appropriate
Post Production	
<i>Monitoring and Review Arrangements</i>	Annual monitoring. The document will be reviewed if monitoring highlights such a need.

Title of the LDD	South Gloucestershire Local Plan 2020 (timetable is dependent on progress with the SDS which will set the overall strategic context to which the new SGLP needs to confirm the milestones yet to be completed may need to be amended accordingly.)
Document Details	
<i>Role and subject of document</i>	To update and replace the Council's adopted Core Strategy and Policies, Sites and Places Plan, to set out the vision to manage the sustainable development and growth of South Gloucestershire. The next Local Plan will detail the spatial objectives, locational strategy, and planning policies, including allocations for new homes, employment sites and other land uses in line with the requirements of the West of England Combined Authority Spatial Development Strategy (SDS), together with the associated key social and physical infrastructure needed to support sustainable communities in South Gloucestershire. Further updates on the programme and timetable for the Council's new Local Plan is available at www.southglos.gov.uk/newlocalplan
Geographical Coverage	Whole of South Gloucestershire
Status	Development Plan Document
Chain of Conformity	SDS, general conformity with national planning policy and the South Gloucestershire Council Plan.
Timetable for Production (milestone dates are indicative subject to progress with SDS)	
Launch the Local Plan timetable supported by a GDPR compliance check on the Local Plan consultation database. (Regulation 18)	<i>May – July 2020</i>
<i>Opening the Local Plan Call for Sites</i> (Regulation 18)	<i>July 2020 – October 2020</i>
Preparation of Phase 1 Local Plan Consultation draft and supporting evidence base. (Regulation 18)	<i>April to October 2020</i>
Phase 1 Local Plan Consultation Document released – For Stakeholder & Community Involvement (Regulation 18)	<i>27th November 2020 to 1st March 2021</i>
Analysis of Phase 1 representations, technical evidence preparation and preparation and approval of Local Plan Phase 2 for public consultation Potential engagement and capacity building with stakeholders prior to Local Plan Phase 2.	<i>March 2021 – December 2021</i>
Phase 2 Local Plan Consultation for Stakeholder & Community Involvement (Regulation 18)	<i>February to March 2022</i>
Analysis of Phase 2 representations, technical evidence preparation & updates	<i>April 2022 – November 2022 (subject to SDS progress)</i>

Phase 3 Local Plan Consultation for Stakeholder & Community Involvement (Regulation 18)	Indicative <i>programme stage, milestone to be confirmed subject to SDS progress</i>
Publication Plan preparation, release, representations invited (Regulation 19)	Indicative <i>programme stage, milestone to be confirmed subject to SDS progress</i>
Submission of the Plan to Secretary of State (Regulation 22)	Indicative <i>programme stage, milestone to be confirmed subject to SDS progress</i>
Examination Hearings Period (Regulation 24)	Indicative <i>programme stage, milestone to be confirmed subject to SDS progress</i>
Inspector's Report (Regulation 25)	Indicative <i>programme stage, milestone to be confirmed subject to SDS progress</i>
Adoption of the Plan (Regulation 26)	Indicative <i>programme stage, milestone to be confirmed subject to SDS progress</i>
Arrangements for Production	
<i>Which organisation/ directorate of the Council will lead the process?</i>	Strategic Planning Division of the Environment & Community Services Directorate.
<i>Management arrangements</i>	Executive Member for Regeneration, Environment and Strategic Infrastructure and South Gloucestershire Cabinet with Full Council on adoption
<i>Resources</i>	Strategic Planning Policy & Specialist Advice Team
<i>Community Involvement</i>	In accordance with Statement of Community Involvement.
Post Production	
<i>Monitoring and Review Arrangements</i>	Annual monitoring. The document will be reviewed if monitoring highlights such a need.

Title of the LDD	Biodiversity and Planning Supplementary Planning Document
Document Details	
Role and subject of document	The current SPD “South Gloucestershire Design Guide: Biodiversity and the Planning Process” was adopted in October 2005. Although many of the principles remain the same, since its publication new legislation, national and local policy such as the Environment Act (2021), National Planning Policy Framework and the South Gloucestershire Policies, Sites and Places Plan (2017) and Core Strategy(2013) have come into force rendering the publication out of date and in need of an update. The SPD will aim to support adopted development plan policy PSP19 by providing advise on how to maximise biodiversity net gain on a site, retaining and enhancing those habitats identified though the site survey work and incorporating them within the scheme. The SPD will also reference best practise for integration of biodiversity net gain within site design and planning to ensure habitats for wildlife are enhanced, detail what information is required when submitting an application and what is required to achieve a well-designed scheme for biodiversity.
Geographical Coverage	Whole of South Gloucestershire
Status	Supplementary Planning Document
Chain of Conformity	The South Gloucestershire Core Strategy, Policies Sites and Places DPD and conformity with national planning policy.
Indicative Timetable for Production	
Preparation of emerging draft SPD	January 2022 – June 2022
Public consultation and invite representations.	July 2022
Review representations and revise document	September – October 2022
<i>Adoption and publication of SPD</i>	December 2022
Arrangements for Production	
<i>Which organisation/ directorate of the Council will lead the process?</i>	Strategic Planning Policy and Specialist Advice Team of the Environment & Community Services Directorate.
<i>Management arrangements</i>	Executive Member for Regeneration, Environment and Strategic Infrastructure
<i>Resources</i>	Strategic Planning Policy and Specialist Advice Team
<i>Community Involvement</i>	In accordance with Statement of Community Involvement.
Post Production	
<i>Monitoring and Review Arrangements</i>	Annual monitoring. The document will be reviewed if monitoring highlights such a need.