

# Local Development Scheme

## 2020 - 2023

May 2020



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# 1. Introduction

- 1.1. The Local Development Scheme (LDS) sets out the key Development Plan Documents (DPDs) the council will produce over the next three years; and which will form part of the Local Plan for the Folkestone & Hythe District. It set out the key milestones and arrangements for their production, the evidence that will support them; and an evaluation of the associated risks.
- 1.2. This LDS replaces the council's previous version, which came into effect in September 2016; and will be kept under review and amended when appropriate.

## **2. Purpose of the Local Development Scheme**

- 2.1. The Planning and Compulsory Act 2004 (as amended by the Localism Act 2011), requires each Local Planning Authority (LPA) to prepare and maintain a Local Development Scheme.
- 2.2. The LDS serves as a useful document for organisations, businesses, developers, member of the public and others with an interest in the future planning of the Folkestone & Hythe District. The LDS has two main purposes:
- I. to provide the starting point for the local community to find out what the Council's (as the LPA) planning policies are for the area, by setting out all the Local Development Documents (LDDs) that already form and supplement the Local Plan; and
  - II. to set out the programme for the preparation of DPDs over a three-year period including timetables indicating when the various stages in the preparation of any particular DPD will be carried out.
- 2.3. Under Section 15 of the above Regulations, it states that the LDS must specify:
- the Local Development Documents which are to be Development Plan Documents;
  - the subject matter and geographical area to which each DPD is to relate;
  - which DPDs (if any) are to be prepared jointly with one or more other LPAs;
  - any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee;
  - the timetable for the preparation and revision of the DPDs; and
  - such other matters as are prescribed.

- 2.4. Following changes in Legislation in 2011 and 2012 (through the Localism Act 2011 and new Town and Country (Local Planning) (England) Regulations 2012), there is no longer a requirement for LPAs to specify the timetables for producing other planning documents such as Supplementary Planning Documents (SPDs), the Community Infrastructure Levy (CIL) and the Statement of Community Involvement (SCI) in the LDS.
- 2.5. However, in respect of CIL which is directly linked to the preparation and implementation of the Local Plan, the council considers that it would be useful that information in relation any proposed revision to the CIL Charging Schedule should be publicly available and included as part of this LDS.
- 2.6. The LDS does not include a timetable for the preparation of individual Neighbourhood Plans as the timing and delivery of these are the responsibility of the 'qualifying bodies' which are generally the parish or town councils.

## 3. The Development Plan

- 3.1. Folkestone & Hythe District Council's development plan comprises a series of documents which, as a whole, set out the long-term strategic plans for the district, as well as a variety of other non-strategic planning policies to manage development within its boundaries.



Figure 1: Folkestone & Hythe District Boundary

- 3.2. The Development Plan is also what both the planning officers and planning committee consider development proposals against unless material considerations indicate otherwise.

### Adopted Development Plan Documents

- 3.3. The statutory development plan for the district is currently made up of the following documents, which are available to view at: <https://www.folkestone-hythe.gov.uk/planning-policy/adopted-development-plan>

- The **Shepway Core Strategy Local Plan (2013)**. The Core Strategy (CS) is the over-arching policy document in the District's Development Plan from which future planning policies and guidance will flow. It sets out the strategic objectives for the district's development until 2031 and also identifies land for development of a strategic nature in the District.
- The **Shepway District Local Plan 'Saved Policies' (2013)** – The Shepway District Local Plan (SDLP) currently supplements the CS with detailed guidance contained within its 'saved' policies. It is to be superseded imminently by the emerging Places and Policies Local Plan (PPLP).
- The **Places and Policies Local Plan (2020)** – The PPLP will form the second part of the development plan flowing from the Core Strategy, making new land allocations and refine development management policies. The PPLP is at an advantaged stage of preparation having undergone its Examination in Public and as such the policies contained carry significant material weight under the NPPF (paragraph 48).
- The **Shepway District Policies Map (2013)** – The Policies Map illustrates geographically the application of the policies in the adopted development plan; as well as designations and constraints.
- The **Kent Waste and Minerals Local Plan 2013-30** – The Kent Minerals & Waste Local Plan (KMWLP) was adopted in July 2016 and sets out the vision and strategy for waste management and mineral provision up until the year 2030. It was prepared for the county by Kent County Council (KCC) in its role as minerals and waste planning authority. It also contains a number of development management policies for evaluating minerals and waste planning applications. (A timetable for the review of the Waste and Minerals Local Plan, the Minerals and Waste Development Scheme (February 2019), is published on KCC's website).
- **St Mary in the Marsh Neighbourhood Plan (2019)** – The Neighbourhood Plan was prepared by St Mary in the Marsh Parish Council with support from the district council, to set a locally specific development framework to guide



development in the parish and now forms part of the development plan for the district.

### **Supplementary Planning Documents**

3.4. Supplementary Planning Documents (SPDs) are designed to expand on policies in DPDs and provide additional detail. Whilst SPDs do not have the status of DPDs, they are a material consideration in the decision making process of relevant planning applications.

3.5. The following SPDs are formal planning policy documents, which are available to view at: <https://www.folkestone-hythe.gov.uk/planning-policy/planning-policy-supplementary-planning-documents>

- **Sandgate Design Statement (2020)** - The Sandgate Village Design Statement was adopted as a SPD by the Local Planning Authority in 2013 and updated in April 2020. It is applicable to planning applications in the Sandgate Parish Council area.
- **Kent Design Guide (2006)** – The Kent Design Guide covers all forms of development, identifying good design as something that recognises the social, environmental and economic needs of the community in creating vibrant attractive places that are both memorable and contribute to Kent's character.
- **The Kent Downs Area of Outstanding Natural Beauty (AONB) Landscape Design Handbook** - The handbook aims to provide practical, readily accessible design guidance to contribute to the conservation and enhancement of the special characteristics of the AONB as a whole, and the distinctiveness of its individual character areas.

### **Other Planning Documents**

3.6. Other planning policy documents and guidance include:

- The **Statement of Community Involvement (2015)** – The council has prepared a Statement of Community Involvement (SCI) which sets out how the council involves the local community in planning issues, setting out who will be consulted, when involvement should take place and which methods will be used. A copy of the SCI can be viewed at <https://www.folkestone-hythe.gov.uk/planning-policy/planning-consultations>

There is a statutory duty to review SCIs every five years from their adoption date, as set out in regulation 10A of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

- The **Community Infrastructure Levy (2015)** - The Community Infrastructure Levy (CIL) is a charge on new floorspace that local authorities can choose to introduce on new development to raise money for a range of infrastructure needs. These include transport, education, community uses, open spaces and leisure facilities. The council adopted its CIL charging schedule and supporting policies on 20 July 2016 and this was brought into effect on 01 August 2016.

The charging schedule is based on an assessment of the costs of planned infrastructure related to planned development and the gap between that cost and the available funding from sources other than CIL. It must also take account of viability considerations.

## 4. The Plan-Making Process

- 4.1. Local Plans must be prepared with the objective of contributing to the achievement of sustainable development in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended); and the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG).
- 4.2. The preparation of the Local Plan is based on a multi-staged process of evidence gathering and testing of proposals, as illustrated by Figure 2. The purpose of establishing an evidence base is to ensure that all future planning policies and decisions are based on robust and up-to-date information.
- 4.3. The 'evidence base' can be made up of the following sources:
  - information provided from statutory organisations, business, developers; and members of the public through consultation.
  - information generated from statutory processes i.e. Sustainability Appraisal.
  - research undertaken to inform a specific topic or issue
  - the Authority Monitoring Report (AMR)
  - data from other published sources e.g. Census.
- 4.4. Statutory processes required that inform Local Plans include: Sustainability Appraisal (SA) to ensure that the social, economic, and environmental considerations are fully taken into account and to allow the testing of reasonable alternatives to proposals; and Habitat Regulations Assessment of the cumulative impact of proposals on internationally designated habitats (principally at Dungeness and the Folkestone-Etchinghill Escarpment).



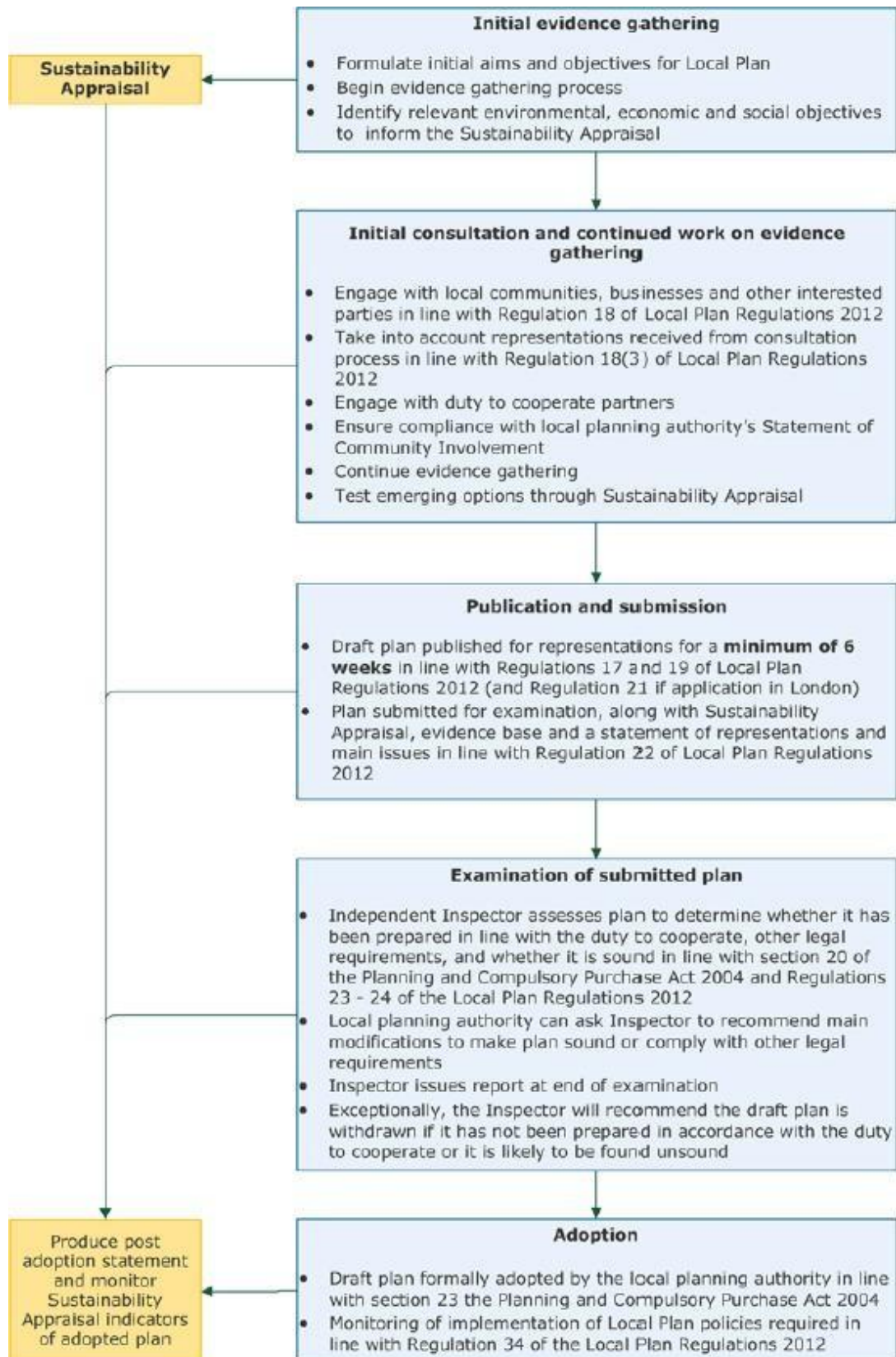


Figure 2: The Plan Making Process

## 5. Development Plan Documents Profiles

- 5.1. Folkestone & Hythe District Council are currently preparing three Development Plan Documents:
- Places and Policies Local Plan
  - Policies Map
  - Core Strategy Review
- 5.2. As mentioned previously, there is no longer a requirement for LPAs to specify the timetables for producing other LDDs; however the council feels that there is a case for the following document to be profiled alongside the proposed DPDs in the LDS.
- Community Infrastructure Levy Charging Schedule Review
- 5.3. There is no legislation on how long a charging schedule should apply once adopted; nor is there any duty in the Planning Act 2008 or the CIL Regulations 2010 for the schedule to be reviewed. However, guidance encourages charging authorities to keep their charging schedule and Regulation 123 lists under review.
- 5.4. During the LDS period, there may be a need for the Council to draft or update other documents including Supplementary Planning Documents and the SCI. This may be to renew existing documents, to take account of changing legislation or national planning policy, or to address particular issues, such as the regeneration of Folkestone town centre. The council is aware that this timetabling is useful so applicable details will be made available for information purposes through the council's website at <https://www.folkestone-hythe.gov.uk/planning-policy/planning-policy-supplementary-planning-documents> as and when they are agreed.

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<sup>1</sup> National Planning Practice Guidance (Paragraph: 005 Reference ID: 12-005-20140306, Revision date: 06 03 2014, withdrawn 15 03 2019)

## Places and Policies Local Plan

### Description

<b>Title</b>	<b>The Places and Policies Local Plan (PPLP)</b>	
<b>Role / Subject</b>	<p>The Places and Policies Local Plan (PPLP) forms the second part of the Development Plan and follows on from the adopted Core Strategy (2013). The role of the PPLP is to set out how the strategic policies of the Core Strategy, including the scale and distribution of development, will be implemented up to 2031.</p> <p>The PPLP will allocate sufficient land (in addition to the strategic allocations) to meet the outstanding housing and employment needs identified by the CS; as well as economic and environmental designations to support our town centres and natural landscapes to allow appropriate sustainable development to take place across the District. It also sets out general development management policies to guide decisions on planning applications. There is a range of detailed policies - covering design, transport, the natural and historic environment and other topics.</p> <p>The PPLP and its revised development management policies will replace the Shepway Local Plan Review 2006 'saved policies'.</p>	
<b>Coverage</b>	District-wide	
<b>Status</b>	Development Plan Document	
<b>Chain of Conformity</b>	<ul style="list-style-type: none"> <li>• Relevant Planning Acts and Regulations,</li> <li>• National Planning Policy Framework (2012) and Planning Practice Guidance (updated periodically)</li> <li>• Core Strategy Local Plan (2013)</li> </ul>	
<b>Authority Lead</b>	Strategy, Policy and Performance Lead Specialist	
<b>Decision-making Arrangements</b>	CLT, Cabinet, Full Council	
<b>Resourcing</b>	Strategy Team; appropriate staff in other directorates; external consultants. Financial resources allocated in council budget 2020/21.	
<b>Stakeholder Involvement</b>	Consistent with the objectives of the adopted Statement of Community Involvement; and the Duty to Co-operate.	
<b>Monitoring</b>	Strategy Team through preparation of annual Authority Monitoring Report (AMR)	
<b>Timetable</b>	<ul style="list-style-type: none"> <li>• Gathering of Evidence</li> <li>• Consultation on Preferred Options</li> <li>• Consultation on draft Local Plan</li> <li>• Submission to PINS</li> <li>• EiP (inc public hearings)*</li> <li>• Adoption</li> </ul>	<p>Ongoing</p> <p>October / November 2016</p> <p>February / March 2018</p> <p>August 2018</p> <p>September 2018 May 2020</p> <p>July 2020</p>

*\*Timetable for the examination is determined by the Planning Inspectorate (PINS)*

## Policies Map

### Description

<b>Title</b>	<b>Folkestone &amp; Hythe District Policies Map</b>	
<b>Role / Subject</b>	National legislation requires Local Planning Authorities (LPAs) to adopt and maintain a policies map that illustrates geographically the application of the policies contained within their adopted development plan.	
	<p>F&amp;HDC's online <a href="#">Interactive Policies Map</a> was adopted in its present form alongside the Core Strategy in 2013. This shows the mapping provisions for the CS and SDLP (2006) 'Saved Policies'. However, the Policies Map must reflect the Local Plan; and as such, the current version must be replaced on adoption of the PPLP. The <a href="#">Policies Map</a> will plot and/or draw all areas that are identified in the CS, PPLP, <a href="#">Neighbourhood Plans</a> and KMWLP, which are subject to particular planning policies i.e. settlement boundaries, site-specific allocations, retail frontages and environmental characteristics etc.</p> <p>The timetable for the drafting, publication and adoption of a revised Policies Map therefore runs in parallel to the stages of preparation of the emerging PPLP.</p>	
<b>Coverage</b>	District-wide	
<b>Status</b>	Supports the adopted Development Plan Documents	
<b>Chain of Conformity</b>	<ul style="list-style-type: none"> <li>• Relevant Planning Acts and Regulations,</li> <li>• National Planning Policy Framework (2012) and Planning Practice Guidance (updated periodically)</li> <li>• Kent Minerals and Waste Local Plan</li> <li>• Core Strategy (2013) &amp; Places and Policies Local Plan</li> <li>• Neighbourhood Plans</li> </ul>	
<b>Authority Lead</b>	Strategy, Policy and Performance Lead Specialist	
<b>Decision-making Arrangements</b>	CLT, Cabinet, Full Council	
<b>Resourcing</b>	Strategy Team; appropriate staff in other directorates; external consultants. Financial resources allocated in council budget 2020/21.	
<b>Stakeholder Involvement</b>	Consistent with the objectives of the adopted Statement of Community Involvement; and the Duty to Co-operate.	
<b>Monitoring</b>	Strategy Team through preparation of annual Authority Monitoring Report (AMR)	
<b>Timetable</b>	<ul style="list-style-type: none"> <li>• Consultation on draft Local Plan</li> <li>• Submission to PINS</li> <li>• EiP (inc public hearings)*</li> <li>• Adoption</li> </ul>	<p>February / March 2018</p> <p>August 2018</p> <p>September 2018 - May 2020</p> <p>July 2020</p>

*\*Timetable for the examination is determined by the Planning Inspectorate (PINS).*



## Core Strategy Review

### Description

<b>Title</b>	<b>The Core Strategy Review</b>	
<b>Role / Subject</b>	<p>Legislation requires LPAs to review their plans at least once every five years. Reviews should be completed no later than five years from the adoption of the plan, and take into account changing circumstances affecting the area, or any relevant changes in national policy.</p> <p>The purpose of the review of the adopted Core Strategy Local Plan (2013) is to assess the future levels of need for new homes and employment land over the period to 2036/7 and to provide an appropriate basis for housing, employment land and infrastructure provision. It involves considering if the existing adopted development strategy remains relevant, identifying new site allocations relating to housing and employment together with supporting services and infrastructure.</p> <p>The review's purpose is not to change or remove strategic objectives or policies that remain in accordance with national policy and support sustainable development.</p>	
<b>Coverage</b>	District-wide	
<b>Status</b>	Development Plan Document	
<b>Chain of Conformity</b>	<ul style="list-style-type: none"> <li>• Relevant Planning Acts and Regulations,</li> <li>• National Planning Policy Framework (2019) and Planning Practice Guidance (updated periodically)</li> <li>• Kent Minerals and Waste Local Plan</li> </ul>	
<b>Authority Lead</b>	Strategy, Policy and Performance Lead Specialist	
<b>Decision-making Arrangements</b>	CLT, Cabinet, Full Council	
<b>Resourcing</b>	Strategy Team; appropriate staff in other directorates; external consultants. Financial resources allocated in council budget 2020/21.	
<b>Stakeholder Involvement</b>	Consistent with the objectives of the adopted Statement of Community Involvement; and the Duty to Co-operate.	
<b>Monitoring</b>	Strategy Team through preparation of annual Authority Monitoring Report (AMR)	
<b>Timetable</b>	<ul style="list-style-type: none"> <li>• Gathering of Evidence</li> <li>• Consultation on Preferred Options</li> <li>• Consultation on draft CSR &amp; revised housing requirement</li> <li>• Submission to PINS</li> <li>• EiP (inc public hearings)*</li> <li>• Adoption</li> </ul>	<p>Ongoing</p> <p>March – May 2018</p> <p>Jan – Mar 2019 &amp; Dec 2019 – Jan 2020</p> <p>March 2020</p> <p>March 2020 – October 2020</p> <p>November 2020</p>

*\*Timetable for the examination is determined by the Planning Inspectorate (PINS).*

## Community Infrastructure Levy

### Description

<b>Title</b>	<b>Community Infrastructure Levy Charging Schedule Review</b>	
<b>Role / Subject</b>	<p>F&amp;HDC commenced charging the CIL on 1st August 2016. The Community Infrastructure Levy (CIL) is a tariff which allows funds to be raised from new developments towards the cost of infrastructure.</p> <p>Planning Practice Guidance recommends that CIL Charging Schedules should be reviewed at the same time as a Local Plan.</p> <p>The preparation of the Core Strategy Review to 2036/7 with its new proposals for development to meet housing and other needs across the District, including the identification of a new garden settlement at Otterpool and strategic allocation at Sellindge, has triggered the need to review the CIL Charging Schedule.</p> <p>The purpose of the CIL Review is to ensure that land within the site boundary for the new garden settlement is exempt from being CIL liable as financial contributions towards mitigation of the development's impact are to be sought through s.106 agreements.</p>	
<b>Coverage</b>	District-wide	
<b>Status</b>	Other Planning Document	
<b>Chain of Conformity</b>	<ul style="list-style-type: none"> <li>• Relevant Planning Acts and CIL Regulations,</li> <li>• National Planning Policy Framework (2019) and Planning Practice Guidance (updated periodically)</li> <li>• Core Strategy Review &amp; Places and Policies Local Plan</li> </ul>	
<b>Authority Lead</b>	Strategy, Policy and Performance Lead Specialist	
<b>Decision-making Arrangements</b>	CLT, Cabinet, Full Council	
<b>Resourcing</b>	Strategy Team; appropriate staff in other directorates; external consultants. Financial resources allocated in council budget 2020/21 – 2021/22.	
<b>Stakeholder Involvement</b>	Consistent with the objectives of the Statement of Community Involvement (2018) and Duty to cooperate	
<b>Monitoring</b>	Strategy Team through preparation of annual Authority Monitoring Report (AMR)	
<b>Timetable</b>	<ul style="list-style-type: none"> <li>• Gathering of Evidence</li> <li>• Consultation on draft CIL charging schedule</li> <li>• Submission to PINS</li> <li>• Examination in Public*</li> <li>• Adoption</li> </ul>	<p>Up to and including May 2020 June-July 2020</p> <p>September 2020 December 2020 February 2021</p>

\* Timetable for examination set by PINS or alternative provider

## 6. Project Management Resources

- 6.1. The preparation of the DPDs will be taken forward primarily by the Strategy Team, which has five officers at varying levels primarily dedicated to planning policy work, supported by the Strategy, Policy & Performance Lead Specialist.
- 6.2. The key priority during this LDS period will be the production of Core Strategy Review. This work will be taken forward alongside the team's other responsibilities including supporting neighbourhood plans, the preparation of SPDs, responding to the climate change emergency, implementing the adopted Local Plan, monitoring performance and establishing the housing land supply position as well as performing other statutory duties such as maintaining the Brownfield Land and Self-build Registers and list of Assets of Community Value.
- 6.3. The Strategy Team will be supported by other teams across the council as well as external partners and stakeholders. In addition, external resources may be called upon particularly from Kent County Council in relation to their statutory duties such as highways, education and minerals and waste.
- 6.4. The CSR will need to be underpinned by proportionate evidence which is up to date. The council will use specialist consultants to complete key areas of the evidence base and technical background work where either the necessary expertise is not available in-house or where insufficient resources are available to bring forward the necessary work within the required timescales.
- 6.5. An assessment of the scope of financial resources to produce the identified DPDs and review of the CIL has been undertaken and provision has been made in the council's budget. The council will take every opportunity to minimise the costs associated with the preparation of LDDs.
- 6.6. The council is satisfied at the time of publication that the necessary resources are, or can be, made available to deliver the timetables set out above, having regard to its previous experience of preparing policy documents.

## 7. Risk Assessment

- 7.1 In preparing the LDS, an analysis of the principal risks associated with updating the DPDs and other key documents, such as the review of the Community Infrastructure Levy, have been undertaken.
- 7.2 Table 1 details perceived risks from a range from local matters, such as changes in staffing levels, to those of national significance including the publication of new Government policy and guidance.

Nature of Risk	Consequence of Risk Occurring	Mitigation
<p><b>Staff Resources to produce new Local Plan –</b></p> <p><b>The loss of key staff as a result of taking another job elsewhere, maternity leave; or long-term sickness etc.</b></p>	<p>Delay in timetable for delivery of the Local Plan</p>	<p>The council will invest in developing members of staff to improve their career progression and job satisfaction, reviewing working conditions and assessing team morale. The council will also continue to replace staff; or bring in external support if or where appropriate.</p>
<p><b>Impacts of current Coronavirus pandemic on Strategy team and council support services</b></p>	<p>Delay in timetable for delivery of the Local Plan</p>	<p>Use of remote working facilities for team meeting and for meetings with council staff and external stakeholders</p>
<p><b>Changes of National Planning Policy Framework or Practice Guidance –</b></p>	<p>Alterations and/or additional requirements placed on the form and content of the Local Plan.</p>	<p>Maintain close monitoring and awareness of any future Government announcements and take on board any necessary changes.</p>
	<p>Preparation of additional ‘evidence base’; or re-consultation.</p>	

	Delay in timetable for delivery of the Local Plan	
<b>Joint working and duty to co-operate with neighbouring authorities and other organisations -</b>	<p>Key partners and statutory bodies not fully engaging in the process.</p> <p>Delay in timetable for delivery of the Local Plan.</p> <p>Undermine the Plan at EIP if DtC not carried out correctly.</p>	<p>Ensure robust approach to agreeing the briefs for any jointly commissioned evidence base/ studies.</p> <p>On-going liaison will help to ensure that key matters are considered and addressed through the LP making process.</p>
<b>Planning Inspectorate capacity to examine Local Plan – Examination timetable subject to the availability of a Planning Inspector</b>	Delay to the examination of the Local Plan	<p>Close liaison with the Planning Inspectorate in the run up to submission of the Local Plan.</p> <p>Provide advanced notification of submission to help PINs allocate resources appropriately.</p>
<b>Planning Inspector finds that submitted Local Plan is fails the test of soundness.</b>	<p>Alterations and/or additional requirements placed on the form and content of the Local Plan.</p> <p>Preparation of additional ‘evidence base’; or re-consultation.</p> <p>Delay in timetable for delivery of the Local Plan</p>	<p>Ensure robust evidence base underpins policies and spatial approach of the Local Plan.</p> <p>Liaison with Council’s legal specialists and the Planning Inspectorate at key stages.</p> <p>Having due regard to advice published by the Planning Advisory Service (PAS).</p> <p>Informal discussions on a ‘critical friend’ basis throughout process with PAS advisors and others.</p>
<b>Potential third party challenges to the emerging new Local Plan document (including legal challenge when the plan is found sound)</b>	<p>Delays in the next stage of Local Plan development where consultation comments require further consideration of next steps.</p> <p>Delays resulting from a legal challenge whilst legal arguments are considered by the High Court.</p>	<p>Liaison with the Council’s legal specialists at key stages.</p> <p>Commissioning of legal advice from specialist planning barristers if necessary.</p> <p>Ensure robust evidence base underpins policies and spatial approach of the Local Plan.</p>

## **8. Monitoring and Review**

- 8.1 Under regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012 the local planning authority is required to monitor the progress of the LDS as part of a monitoring report.
- 8.2 The Council publishes its Authority Monitoring Report (AMR) 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.
- 8.3 Arising from the Folkestone & Hythe District Authority Monitoring Report, the Council will consider what changes, if any, need to be made to the Local Development Scheme. The Council may bring forward changes to the Local Development Scheme at other times in response to significant new issues or changes in circumstance.

## 9. Glossary

A guide to the terminology used in this document

**Adoption** - The final confirmation of a development plan or Local Development Document status by a Local Planning Authority.

**Authority Monitoring Report (AMR)** - A document produced by the local planning authority providing analysis over the period of the performance review (typically annually) of planning policies and reporting on progress made in producing up-to-date planning policy documents. Previously known as Annual Monitoring Report.

**Community Infrastructure Levy (CIL)** - A charge levied by the council on new development to fund the provision of infrastructure and wider community benefits. In order to charge the levy, the council must have an adopted CIL Charging Schedule.

**Community Infrastructure Levy Charging Schedule** – The document which sets out what CIL charges developers are liable to pay in a local authority's area. CIL charges may vary by geographical area (e.g. to reflect different land values) or by development type (e.g. housing, retail or employment development).

**Development Plan** - This includes the adopted local plans that, together with the Minerals and Waste Plan, will form the development plan for Folkestone & Hythe District.

**Development Plan Document (DPD)** - A document setting out the council's planning policies and proposals. They are subject to community involvement, consultation and independent examination. A sustainability appraisal is required for each development plan document.

**Examination in Public (EiP)** - A form of independent public inquiry into the 'soundness' of a submitted Local Plan document which is conducted by an Inspector appointed by the Secretary of State. After the examination has ended the Inspector

produces a report with recommendations setting out how the Local Plan should be amended. Following this the Local Plan may be adopted by the local planning authority (see 'Adoption').

**Habitats Regulations Assessment (HRA)** - An assessment of the potential effect of development plans and proposals on sites within the Natura 2000 network of sites that are protected under the European Birds and Habitats Directives.

**Local Development Document (LDD)** - The documents that set out planning policies for specific topics or areas.

**Local Development Scheme (LDS)** - A timetable for the preparation of local development documents.

**Localism Act** - The Localism Act has devolved greater powers to local government and neighbourhoods and given local communities more rights and powers over decisions about planning and housing. It also includes reforms to make the planning system more democratic and more effective.

**Local Plan** - Development plan document(s) setting out the spatial vision and strategic objectives of the planning framework for an area. All development plan documents collectively comprise the Local Plan.

**National Planning Policy Framework (NPPF)** - The National Planning Policy Framework was first published on 27 March 2012 and revised in July 2018 and February 2019. The framework gives guidance to local councils in drawing up local plans and on making decisions on planning applications to deliver sustainable development.

**Planning Practice Guidance** - The National Planning Practice Guidance is a web-based resource which brings together planning guidance on various topics into one place.



**Neighbourhood Plan** - A provision under the Localism Act 2011 gives authorised groups the power to prepare a development plan for their area called a Neighbourhood Plan. This plan could include general planning policies and allocations of land for new development.

**Planning Inspectorate (or PINS)** - An organisation which processes planning appeals and holds examinations into DPDs or Local Plans.

**Saved Policies** - The Government has set out procedures for saving adopted local plan policies beyond the period allowed in the Planning Act for saved Local Plans, until they have been replaced by policies in local development documents.

**Statement of Community Involvement (SCI)** - This is a document which sets out how the council will consult and involve the public at every stage in the production of Development Plan Documents. It also applies to major development management applications. The SCI is not a development plan document.

**Spatial Planning** - Includes economic, social and environmental issues as well as the physical aspects of location and land use.

**Sustainability Appraisal (SA)** - A systematic and iterative appraisal process incorporating the requirements of the European Directive on Strategic Environmental Assessment. The purpose of the Sustainability Appraisal is to appraise the economic, environmental and social effects of the strategies in a LDD from the outset of the preparation process.

**Sustainable Development** - Usually referred to as "development which meets the needs of the present without compromising the ability of future generations to meet their own needs" (Brundtland, 1987).

**Supplementary Planning Document (SPD)** - A Local Development Document which provides additional advice and information relating to specific policy or proposals in a Development Plan Document.