

**North Norfolk District Council
Planning Policy Team**

01263 516318

planningpolicy@north-norfolk.gov.uk

Planning Policy Manager, North Norfolk District Council, Holt Road, Cromer, NR27 9EN

www.north-norfolk.gov.uk/localplan

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Contents

1 Introduction	1
2 Previous Versions	1
3 Local Development Scheme	3
Development Plan Documents (DPDs)	3
Supplementary Planning Documents (SPDs)	3
Neighbourhood Development Plans (NDPs)	4
Other Local Development Documents	4
4 Current Local Plan (Local Development Framework)	6
5 Emerging Local Plan	7
First Draft Local Plan Consultation (Regulation 18)	7
Proposed Submission Version Local Plan Consultation (Regulation 19)	8
Duty to Cooperate	8
Evidence Gathering	9
Further Information	9
6 Project Plan & Resources	10
Programme & Consultation	10
Governance, Resources & Risks	12
Monitoring & Review	14

Appendices

1 Document Profiles	15
----------------------------------	-----------

Contents

Local Development Scheme (Version 3)

1 Introduction

- 1.1** This document sets out the Council's continuing programme for preparing the **Local Development Plan** (hereafter referred to as the 'Local Plan') and other key planning documents. It explains which planning policy documents are already in place, and which are being prepared during the period up to 2024.
 - 1.2** A Local Development Scheme (LDS) is required under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended). Local Development Schemes must identify the **Development Plan Documents (DPDs)** which make up the Development Plan for the area. Development Plan Documents are the statutory elements of the Local Plan. In North Norfolk we are currently preparing a single Local Plan DPD which combines strategic and non-strategic planning policies, and strategic development site allocations, into a single document.
 - 1.3** Development Plan Documents may be supported by non-statutory **Supplementary Planning Documents (SPDs)** which provide further information and details to support the policies found in the Local Plan.
 - 1.4** This LDS replaces the previously published Local Development Scheme (May 2020) and revised timetable (December 2021).
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2 Previous Versions

- 2.1** Since the Local Development Scheme was first prepared there have been widespread changes to the planning system in England. In addition, and in part related to new and emerging acts of parliament and evolving national planning policy, the scope of topics that the Local Plan covers has significantly increased.
- 2.2** More recently, the introduction of new policy requirements such as GIRAMS (in order to ensure compliance with the Conservation of Habitats & Species Regulations 2017 (as amended)), a marked increase in the prevalence and advancement of Neighbourhood Planning in the District, and the challenge of addressing Nutrient Neutrality, plus continuing uncertainty around potential planning reforms, have collectively resulted in delays to the Local Plan project.
- 2.3** As a result, this revised Local Development Scheme (Version 3) has been prepared to update the background context for finalising the Local Plan DPD, and to detail the envisaged timeline for adoption.

Version 1

- 2.4** The Local Development Scheme was first prepared in 2015 in order to set out the timeline for preparing the new, single Local Plan. It was recommended to Cabinet on 6 July 2015 for publication following consideration by the Planning Policy & Built Heritage Working Party. The LDS took effect from 1 August 2015.

Version 2

- 2.5** A revised Local Development Scheme was prepared in 2020. This incorporated the timetable as endorsed by Cabinet on 18 May 2020, and a general update to bring the document up to date. Version 2 of the LDS took effect from 18 May 2020.

Local Development Scheme (Version 3)

Timetable Revisions

- 2.6** Revisions to the timetable were agreed at the Planning Policy and Built Heritage Working Party meeting of 19 March 2018, and further revised in May 2020, and December 2021. The purpose of the revisions were to reflect unforeseen delays to the Local Plan project and changes in the overall project scope.
- 2.7** The latest timetable, setting out the timeline for the period **2020 - 2024**, is included in Figure 1 'Local Plan Production Timetable' of this document.
- 2.8** This LDS will be reviewed at such time as the Council considers it appropriate, particularly if there are any significant changes in timescales or to the documents being prepared. A copy of this LDS is publicly available at the Council Offices, Holt Road, Cromer, NR27 9EN and at www.north-norfolk.gov.uk/lds

Local Development Scheme (Version 3)

3 Local Development Scheme

3.1 This Local Development Scheme details the following types of Local Development Documents being prepared:

Development Plan Documents (DPDs)

3.2 These are documents which, once adopted, make up the statutory Local Plan for North Norfolk. The council's planning decisions must be made in accordance with the Local Plan unless material considerations⁽¹⁾ indicate otherwise.

3.3 The Council is preparing a **single Local Plan DPD** which relates to the geographical administrative area of North Norfolk, excluding the Broads where the Broads Authority are responsible for strategic planning. The Local Plan comprises of two core elements, which taken together with approved Neighbourhood Plans, form the district Development Plan. These are:

- **Strategic Policies & Development Management Policies**
- **Site Allocations**

3.4 The Local Plan must be prepared in accordance with the Local Planning Regulations (2012) (as amended). At key stages of plan-making there is an opportunity for the public to comment on the emerging planning policies and proposals in the Local Plan documents. At the end of the process, the Local Plan will be submitted to the Secretary of State and be subject to independent examination by a government appointed inspector. The inspector will assess the soundness and legal compliance of the Plan before it can be adopted by the Council.

3.5 Certain other documents must be published alongside the Local Plan, including:

- **Policies Map** - setting out the Local Plan's policies and proposals on a map base;
- **Consultation Statement** - summarising public representations made to the plan at each stage of plan-making, and how they have been addressed;
- **Sustainability Appraisal** report at each stage of plan-making;
- copies of any representations made at Regulation 20 stage;
- any other supporting documents considered to be relevant in preparing the plan;
- an **Adoption Statement** and **Environmental Statement** (when the plan is adopted).

Supplementary Planning Documents (SPDs)

3.6 These documents explain in more detail how the Council will implement particular policies and proposals in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues. Supplementary planning documents are capable of being a material consideration in planning decisions but are not formally part of the development plan. They can be reviewed frequently and relatively easily to respond to changes, whereas a review of the policies in the Local Plan is a longer and more complex process.

3.7 There is no requirement to outline the production of SPDs within Local Development Schemes, however the Council continues to show these for completeness. A number of SPDs are identified in the document preparation timetable shown in Figure 1 'Local Plan Production Timetable'. These are:

¹ What are material considerations? See: https://www.planningportal.co.uk/faqs/faq/4/what_are_material_considerations

Local Development Scheme (Version 3)

- [Coastal Adaptation](#) (in progress) ⁽²⁾
- [Landscape Character Assessment](#) (completed) ⁽³⁾
- [Landscape Sensitivity Assessment](#) (completed) ⁽⁴⁾

3.8 The Council intends to replace the **North Norfolk Design Guide** (2008), however at the time of writing this project is not resourced and therefore the Design Guide SPD has not been included in the current LDS timetable.

Neighbourhood Development Plans (NDPs)

3.9 Neighbourhood Planning was introduced through the Localism Act (2011). It enables communities to work together to produce locally distinctive planning policies or development site proposals for their area. Once 'made', Neighbourhood Plans form part of the overall development plan for the district and must be taken into account as a material consideration when considering planning applications in the Neighbourhood Area.

3.10 As of December 2022 there are two 'made' Neighbourhood Plans in North Norfolk:

- Corpusty & Saxthorpe Neighbourhood Plan
- Ryburgh Neighbourhood Plan

3.11 The following Neighbourhood Areas have been designated. These parishes are preparing Neighbourhood Plans which are at varying stages of preparation:

- Blakeney Neighbourhood Plan (Examination Stage)
- Cley Neighbourhood Plan
- Happisburgh Neighbourhood Plan
- Holt Neighbourhood Plan (Examination Stage)
- Mundesley Neighbourhood Plan
- Overstrand Neighbourhood Plan
- Stalham Neighbourhood Plan
- Wells next-the-Sea Neighbourhood Plan (Pre-Submission Stage)

3.12 Because the progress and timing of neighbourhood plans are beyond the control of the District Council, this LDS does not include any information on their anticipated timetables. Further up to date information can however be obtained from the District Council's [website](#) ⁽⁵⁾.

Other Local Development Documents

3.13 A number of supporting documents must be produced as part of the plan-making process. These are:

- **Local Development Scheme** (LDS) - this LDS document which details the development plan documents, and other documents being produced, and the relevant timeline.
- [Statement of Community Involvement \(SCI\)](#) ⁽⁶⁾ - this explains how local communities and other stakeholders will be engaged in the preparation of the Local Plan and other related documents and in the determination of planning applications. Local planning

2 www.north-norfolk.gov.uk/coastaladaptation

3 www.north-norfolk.gov.uk/lcsa

4 www.north-norfolk.gov.uk/lcsa

5 www.north-norfolk.gov.uk/neighbourhoodplans

6 www.north-norfolk.gov.uk/sci

Local Development Scheme (Version 3)

authorities must review their Statements of Community Involvement every 5 years and as North Norfolk's most recent SCI was adopted in August 2015.

- **[Annual Monitoring Report \(AMR\)](#)**⁽⁷⁾ - also known as the Authority Monitoring Report. Published each year, the AMR provides progress on national and local key indicators and allows the Council to assess the effectiveness of existing Core Strategy policies. The AMR will also report progress against the milestones set out in this Local Development Scheme in relation to the preparation of the Local Plan DPD and Supplementary Planning Documents.

Local Development Scheme (Version 3)

4 Current Local Plan (Local Development Framework)

- 4.1** A number of Local Development Documents are already in place to guide the Council's decisions on planning applications. Together these form the adopted Development Plan for North Norfolk (known as the **Local Development Framework (LDF)**). As these documents are already adopted they do not form part of the LDS schedule set out later in this document as this details new/emerging documents that will replace the existing framework. However, details are included below in order to provide a complete picture of the Local Development Documents which currently apply to the district.
- 4.2** The adopted Development Plan currently consists of:
- **Core Strategy (Incorporating Development Management Policies) DPD (2008)**
 - **Proposals Maps (2008)**
 - **Site Allocations DPD (2011)**
 - **Design Guide SPD (2008)**
 - **North Norfolk Open Space Assessment (2020)**
 - **Landscape Character Assessment SPD (2021)**
 - **Landscape Sensitivity Assessment SPD (2021)**
- 4.3** The Council's current Development Plan Documents were adopted in 2008 (Core Strategy) and 2011 (Site Allocations). In 2012 the Government published the **National Planning Policy Framework (NPPF)** which consolidated previous planning guidance and provided an updated set of national planning policies for England (a number of reforms to the planning system were implemented through a revised NPPF in July 2018, with further updates made in February 2019 and July 2021). In addition, the **National Planning Practice Guidance (NPPG)** has been updated throughout the Plan preparation process to reflect NPPF updates, ministerial announcements, and other legislative changes.
- 4.4** The policies in the NPPF must be taken into account in preparing Local and Neighbourhood Plans. The Council has considered the extent to which it's adopted policies in the Core Strategy are aligned with the NPPF and over the period March 2012 to-date has made a small number of policy adjustments. These minor amendments, coupled with measures such as the [Housing Delivery Incentive Scheme](#)⁽⁸⁾, mean that the adopted policies have continued to provide an effective basis for day-to-day decision making for the majority of planning applications. However, with national planning policy changes, revised national guidance, and changes to permitted development rights, this effectiveness remains time-limited.

Local Development Scheme (Version 3)

5 Emerging Local Plan

- 5.1** The new Local Plan will provide detail on where new homes, jobs and infrastructure will be created in order to meet the housing, employment and other needs of the area, while protecting and enhancing our unique natural and built environment. This includes addressing specific challenges such as accommodating a growing and aging population, providing affordable housing, improving the design of development, and managing the potential impacts of climate change.
- 5.2** The elements making up the single Local Plan for North Norfolk are being developed in conformity to the [National Planning Policy Framework](#) (NPPF) 2021⁽⁹⁾ and [National Planning Practice Guidance](#) (NPPG)⁽¹⁰⁾. The Local Plan contains strategic policies (which address the priorities for the area), non-strategic policies (which address more detailed matters), and strategic development site allocations (which allocate land to help address Local Plan policies for growth). These elements of the Local Plan will be consistent and compatible with one another.
- 5.3** Preparation of Local Plans is subject to specific regulations, a formal duty to engage positively with other Local Authorities (Duty to Co-operate), at least two separate statutory periods of public consultation, and, independent examination to establish the legality and soundness of the Plan. Any development plan document prepared must also be based on a credible and proportionate evidence base and should positively seek to address all needs for different types of development.
- 5.4** The Council's evolving evidence base is available at www.north-norfolk.gov.uk/documentlibrary.
- 5.5** Further information on the emerging Local Plan is published at www.north-norfolk.gov.uk/localplan

First Draft Local Plan Consultation (Regulation 18)

- 5.6** Initial consultation took place in August 2015 on the subjects that the Council considered were necessary to incorporate into the emerging Local Plan. The Council notified a large volume of special interest bodies and residents and invited their suggestions on the topics that the Plan should incorporate. The responses have informed the preparation of the Local Plan.
- 5.7** The Council then undertook a consultation on the Draft Sustainability Appraisal Scoping Report in September 2016 and a further Regulation 18 consultation exercise on the emerging Local Plan (**First Draft Local Plan**) which included a range of supporting documents detailing evidence and background papers, and the Interim Sustainability Appraisal, between **7 May and 28 June 2019**. The feedback from this consultation assisted the Council in preparing the Proposed Submission Version Local Plan for consultation (Regulation 19). The next stages and timing of preparing the Proposed Submission Version Local Plan were determined by the scale of changes required following this consultation, and whether further evidence was required, or necessary updates as a result of national policy or legislative changes.



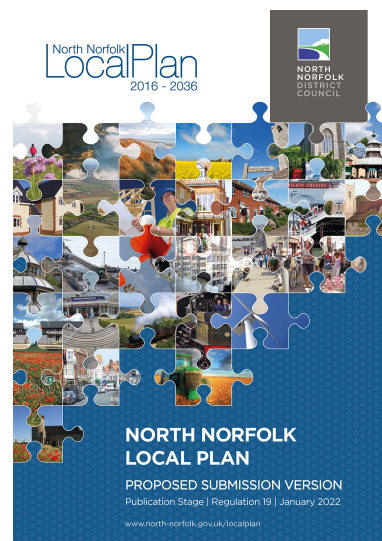
9 www.gov.uk/government/publications/national-planning-policy-framework--2

10 www.gov.uk/government/collections/planning-practice-guidance

Local Development Scheme (Version 3)

Proposed Submission Version Local Plan Consultation (Regulation 19)

- 5.8** The Council published the **Proposed Submission Version Local Plan** and a number of supporting documents for public consultation between **17 January and 7 March, 2022**. The revised Plan was prepared taking account of the feedback submitted in 2019 and to reflect changing national planning policy and guidance. Responding to the earlier feedback, the Plan was revised and re-structured with a greater emphasis on climate change. It sets the framework to help deliver climate resilient sustainable development and introduces new environmental standards to require energy efficient construction, a net gain in biodiversity, electric vehicle charging points and more.
- 5.9** The purpose of this consultation was to enable consideration of the revised version of the Plan before it is submitted for independent examination, and to seek feedback as to whether the Plan was considered to meet the tests of soundness, legal and procedural requirements which would be the subject and focus of the examination process.
- 5.10** The feedback from this consultation requested that a number of modifications were made to the Plan. Where the Council agrees that changes are necessary for reasons of legal compliance, soundness, or to improve the effectiveness of the Plan, then modifications will be proposed. It will be for the examining inspector to determine which modifications should be made to the Plan.
- 5.11** Figure 1 'Local Plan Production Timetable' details the remaining stages.



www.north-norfolk.gov.uk/localplanconsultation

Duty to Cooperate

- 5.12** When preparing Local Plans, the Council is subject to a number of legal and regulatory requirements. Among these the Council must discharge a legal 'Duty to Co-operate' with neighbouring authorities in relation to strategically important land use issues which cross administrative boundaries. The result of such co-operation is expected to be better planning outcomes. Compliance with this requirement is one of the legal tests which the Inspector will apply at the examination stage of the Local Plan.
- 5.13** In 2015 a new county-wide **Strategic Planning Member Forum** was established with terms of reference to include ensuring that the Duty to Co-operate was effectively discharged. The wider aims of the framework include agreeing shared objectives and strategic priorities to improve outcomes for Norfolk and inform the preparation of future Local Plans, finding efficiencies such as through a shared evidence base, to influence other high-level plans, and to maximize opportunities to secure funding to deliver against agreed objectives.
- 5.14** All authorities in Norfolk including Norfolk County Council participate in the Member forum which is supported via an officer team drawn from participating Councils. The forum sought and gained agreement from each of the partner authorities to prepare a non-statutory strategic planning framework, now known as the **Norfolk Strategic Planning Framework and Statement of Common Ground (NSPF)**.
- 5.15** The first version of the framework was approved in March 2018. This was updated in June 2019, and May 2021, in order to reflect revisions to the NPPF and relevant legislation, and to

Local Development Scheme (Version 3)

factor in the completion of several county-wide studies covering key topics such as health, housing needs and types for older people, green infrastructure and recreational avoidance and mitigation (RAMS). The framework will be continually updated.

www.norfolk.gov.uk/nsf

Evidence Gathering

- 5.16** The preparation and review of all Local Plan policies should be underpinned by relevant and up-to-date evidence. Consequently, a large number of studies and other background evidence documents have been prepared in order to inform the Local Plan. Rather than list each document here please visit our dedicated **Document Library** for further details:

www.north-norfolk.gov.uk/documentlibrary

Further Information

- 5.17** Further information on the single Local Plan DPD (and Supplementary Planning Documents) can be found in Appendix 1 'Document Profiles' which sets out in more detail the description of the document, its status, key preparation stages, and review arrangements.

Local Development Scheme (Version 3)

6 Project Plan & Resources

Programme & Consultation

- 6.1** The Government published the Town and Country Planning (Local Planning) (England) Regulations in 2012 which set out the key stages that must be followed during plan preparation. These are:

Key Stages of Local Plan preparation	Regulation
Preparation of a Local Plan Notification of the subjects of a local plan which the LPA proposes to prepare and inviting representations on the subjects to include. Draft plan preparation, including consultation on the First Draft Local Plan.	Regulation 18
Publication of a Local Plan Publication of and further consultation on the Final Draft Local Plan.	Regulation 19 & 20
Submission of the Final Draft Local Plan to the Secretary of State	Regulation 22
Pre-Hearing Meeting	N/A
Independent Examination	Regulation 24
Publication of Inspectors Findings	Regulation 25
Adoption of the Plan	Regulation 26
Period for Judicial Review	N/A

Table 1 Key Stages of Local Plan preparation

- 6.2** The Regulations also prescribe the stages and criteria which the Council must comply with in relation to the preparation of SPDs.
- 6.3** A number of amendments have been made to these regulations since their introduction. These changes are made by [amendment regulations](#)⁽¹¹⁾ and generally provide necessary updates to reflect changes in the planning system. They implement additional requirements, interpretation or other details but do not change the high-level nature and purpose of the regulatory stages as outlined above.
- 6.4** Figure 1 'Local Plan Production Timetable' highlights the anticipated timeline to adoption of the Local Plan and any remaining supporting documents.

11 Amended regulations can be viewed at: www.legislation.gov.uk/uksi/2012/767/regulation/2

Local Plan Production Timetable

North Norfolk Local Development Scheme: Indicative Timetable (December 2022)

Local Development Documents

Local Development Document	2020												2021												2022												2023												2024											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Local Plan Policies & Sites DPD																																																												
Landscape Character Assessment & Landscape Sensitivity SPDs																																																												
Coastal SPD																																																												
Policies Map																																																												

- * Regulation 18 Stage Local Plan Preparation, Options Development & Evidence Gathering took place between October 2015 and April 2019.
- ** Regulation 18 Public Consultation undertaken May-June, 2019, for Local Plan, Landscape Character Assessment SPD, Landscape Sensitivity Assessment SPD).
- *** Assessment of Regulation 18 Stage Representations took place August-December 2019.

Legend	
	Regulation 18 Stage (or equivalent SPD): Document Preparation / Evidence Gathering
	Regulation 18: (or equivalent SPD) Consultation
	Regulation 19 Stage: Document Preparation (Policies/Sites)
	Regulation 19: Publication of Plan - Proposed Submission Version
	Regulation 22: Submission of Plan
	Regulation 24: Independent Examination Hearing Sessions
	Regulation 25: Publication of Inspectors Report
	Regulation 26: Adoption
	Update of Policies Map
	The Town and Country Planning (Local Planning) (England) Regulations 2012

Neighbourhood Development Plans

When adopted, Neighbourhood Plans form part of the overarching Development Plan for the District alongside the Local Plan.

Neighbourhood Plan	Geographical Area	Area Designation	Reg 14: Pre-Submission Consultation	Reg 16: Publication & Consultation	Adoption
Blakeney	Parish	November 2017	November 2019	March 2022	-
Cley	Parish	18 January 2021	-	-	-
Corpusty & Saxthorpe	Parish	December 2013	June 2017	January 2018	1 April 2019
Happisburgh	Parish	February 2016	-	-	-
Holt	Parish	December 2013	January 2018	October 2022	-
Mundesley	Parish	January 2022	-	-	-
Overstrand	Parish	October 2016	-	-	-
Ryburgh	Parish	April 2017	August 2019	March 2020	2 September 2020
Stalham	Parish	October 2021	-	-	-
Wells-next- the- Sea	Parish	February 2019	July 2022	-	-

In accordance with section 15 of the Planning and Compulsory Purchase Act (as amended), this indicative timeline has updated the previous timeline contained in the published LDS March 2020, and the updated timeline for December 2021, as published at www.north-norfolk.gov.uk/lds, as milestones were out of date.

Figure 1 Local Plan Production Timetable

Local Development Scheme (Version 3)

Governance, Resources & Risks

Governance

- 6.5** The Local Plan process is steered by the Council's [Planning Policy & Built Heritage Working Party](#). Chaired by the Portfolio Holder for Planning & Enforcement, the Working Party meets regularly to review progress and to provide a policy steer. Recommendations made by this member group are referred to **Cabinet** for executive decisions. There is also liaison both within the Council and with partner authorities through regular meetings. The Planning Policy Team Leader provides day-to-day guidance on project progress, with oversight from the Planning Policy Manager.
- 6.6** The advancement of the Local Plan project is heavily dependent on reporting and timely decisions made through the working party. Agendas, reports and meeting minutes can be viewed at: www.north-norfolk.gov.uk/ppworkingparty

Resources

- 6.7** Resources in the Planning Policy Team to undertake the Local Plan work programme have been dynamic to a degree since the project commenced, with recurring periods of one or more vacant positions and changes in personnel. This is believed to be in part a national issue due to shortages in suitably qualified and experienced staff, and challenges in recruiting to a rural authority. The team currently comprises full-time Planning Policy Manager, Planning Policy Team Leader, 3 x Full Time Senior Planning Policy Officers, Monitoring Officer, Project Management Support & GIS Officer. At the time of writing there is 1 x vacant full time Senior Planning Policy Officer post. Other expertise within the Council are involved in detailed aspects of the Plan preparation as and when necessary. This may include the following teams in addition to others:
- Development Management, including Conservation, Design & Landscape
 - Economic Growth
 - Strategic Housing
 - Coastal Management
 - Environmental Health

Risks & Constraints

- 6.8** There are a number of risks and challenges associated with the timetable for preparing the North Norfolk Local Plan, many of which have been realised through the Local Plan preparation process to date. These risks relate to:

National Guidance, Policy & Legislation

- Ongoing changes to national planning policy, guidance and regulatory change, including the proposal of and subsequent stagnation or reversal of planning reforms (e.g. Planning For The Future White Paper, Levelling Up & Regeneration Bill), and the creation of a climate of uncertainty and challenging working environment.
- Failure to undertake plan preparation in accordance with the regulations and NPPF could render the plan 'unsound' at examination and result in the need to return to earlier stages. Substantial additional costs would be incurred.

Evidence Gathering

Local Development Scheme (Version 3)

- The need to demonstrate a robust approach supported by evidence including, but not limited to, the establishment of the Objectively Assessed Need (OAN).
- The maintenance of an up-to-date evidence base and the complexity and amount of evidence required along with the time taken to prepare it, including working through partnerships and with third parties and the consequential changes that may result.

Duty to Cooperate

- Ensuring that the Duty to Co-operate (DTC) is demonstrated throughout the production of the Plan.

Project Creep

- Additional requirements brought about by changes to National Guidance, Policy & Legislation (such as Nutrient Neutrality) and resultant Plan delay;
- Further consultation due to inadequate procedural compliance.
- Further consultation due to significant changes proposed at the examination stage.
- Changes in political make-up of the Council resulting in project deviation.

New Burdens

- New burdens: additional legal duties and additional or increased workstreams such as Neighbourhood Planning, GIRAMS, Nutrient Neutrality and other duties such as Brownfield Land Register, Custom & Self Build Register.
- Staff resource assigned to defend complex appeals or respond to planning consultations, both internally and from adjacent LPA's.

Resource

- The ability to attract and retain qualified and skilled planning officers with the required specialist knowledge.
- The ability to maintain and therefore build experience and capacity within a fully resourced team.
- Work prioritisation and the impacts and adaptation required due to Covid-19.
- Insufficient IT resource / support.

Governance

- Effective governance which supports the Council to make progressive and timely decisions and undertake preparation in accordance with the regulations and statutory requirements.
- Changes in political make-up of the Council resulting in project deviation, or/and necessitating member training.
- Risk of intervention from the Secretary of State in the event of unsatisfactory progress, and subsequent loss of control over the Plan preparation process.

6.9 These risks and their impacts are subject to ongoing management and continual review.

Local Development Scheme (Version 3)

Monitoring & Review

Annual Monitoring Report

6.10 Monitoring is an important part of the cyclical process of plan-making. It provides feedback on the performance of existing **Core Strategy** and **Site Allocation** policies and whether their aims and objectives are being achieved, and helps to inform the development of new **Local Plan** policies.

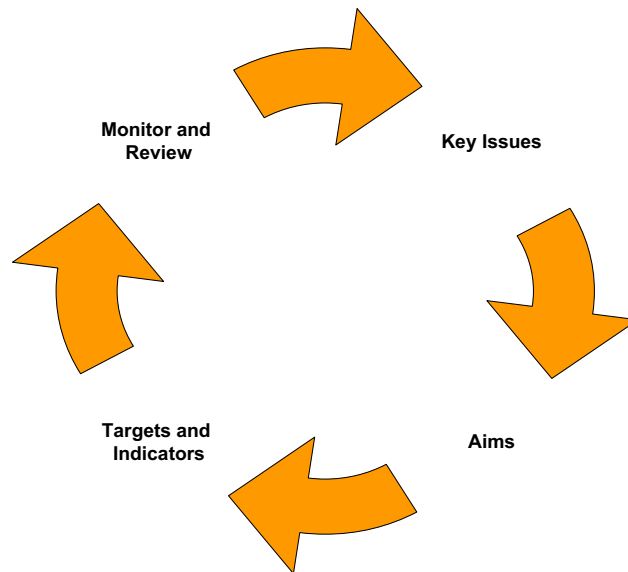


Figure 2 Policy Making Cycle

6.11 The Council is required to produce a monitoring report which focuses on the following matters:

- Progress of Local Plans and supplementary planning documents;
- An assessment of the implementation and impact of local plan policies;
- Information on any Neighbourhood Development Orders and Neighbourhood Development Plans that are in place;
- Information on the Community Infrastructure Levy (CIL) where this has been introduced; and,
- Compliance with the duty to co-operate

6.12 As the emerging Local Plan progresses, a new monitoring framework has been developed to enable the plan-monitor-review cycle to continue forward and assess how the new Plan is being implemented, and its impact once adopted.

6.13 AMRs are usually prepared annually and based on the period 31 March to 1 April.

www.north-norfolk.gov.uk/amr

Five-Year Review

6.14 The National Planning Policy Framework states that policies in development plan documents should be reviewed to assess whether they need updating at least once every 5 years (or earlier where there are significant changes in circumstances), and should then be updated as necessary. This requirement will apply to the Local Plan for North Norfolk once adopted.

Local Development Scheme (Version 3)

Appendix 1 Document Profiles

Document Title	North Norfolk Local Plan
Document details	
Role and Content	The Local Plan will set out the overall development strategy for North Norfolk for the period 2016-2036 in order to meet the District's objectively assessed needs. It will include both strategic and non-strategic planning policies. The plan will also identify strategic site allocations for different forms of land use such as housing, employment, infrastructure, leisure, open spaces, health, education or community uses, or to afford protection through designations such as Open Land Areas or Local Green Space.
Status	Statutory Development Plan Document (DPD)
Conformity	National Planning Policy Framework (NPPF) 2021, Planning Practice Guidance and statutory legislation requirements.
Geographical coverage	North Norfolk District Council local planning authority area (excluding the Broads Authority area).
Timetable	
Evidence required	<p>Includes but is not limited to:</p> <p>Amenity Green Space Review, Open Space, Sport & Recreation Study, Employment Land & Economic Growth Study, Retail & Main Town Centre Uses Study, Landscape Character Assessment & Landscape Sensitivity Assessments, North Norfolk Power Study, North Walsham Highways Evidence Study, Settlement Boundary Review, Settlement Profiles, Strategic Housing & Economic Land Availability Assessment (HELAA), Plan Wide Viability Assessment, Strategic Housing & Economic Land Availability Assessment (HELAA), Heritage Impact Assessment.</p> <p>Evidence which is jointly-commissioned or prepared through the Norfolk Strategic Planning Framework Group (Duty to Cooperate):</p> <p>Green Infrastructure & Recreational Avoidance & Mitigation Strategy (RAMS), Health Protocol, Norfolk Caravans & Houseboats Accommodation Needs Assessment, Norfolk Strategic Planning Framework, Strategic Housing Market Assessment (SHMA) & Housing Needs Study, Strategic Flood Risk Assessment, Older Persons Accommodation & Support Needs Study.</p> <p>The Plan must be accompanied by a range of statutory documents which themselves are informed by and are part of the evidence base: Sustainability Appraisal (SA), Habitats Regulation Assessment (HRA), Consultation Statement.</p> <p>In addition, a number of background topic-based papers will be prepared in order to document and explain the approaches to policy formulation and site allocations.</p>
Production milestones	<p>These production milestones have changed as a result of timetable and LDS document review. The latest timetable shown in this document outlines the key stages from the Regulation 19 Publication stage onwards.</p> <p>Call for sites, Scope, commission and prepare evidence, prepare First Draft Local Plan: by October 2018 (COMPLETE)</p> <p>Regulation 18 - First Draft Local Plan Consultation: May 2019 - June 2019 (COMPLETE)</p>

Local Development Scheme (Version 3)

Document Title	North Norfolk Local Plan
	Assessment of Representations: August 2019 - December 2019 (COMPLETE)
	Proposed Submission Version Local Plan Preparation: March 2020 - December 2021 (COMPLETE)
	Regulation 19 Publication & Regulation 20 Consultation: January - March 2022 (COMPLETE)
	Assessment of Regulation 19/20 Representations and Submission Preparation: April 2022 - January 2023
	Formal Submission to Secretary of State, Regulation 22: March / April 2023
	Examination: October / November 2023
	Publication of Inspectors Report: March / April 2024
	Adoption: July / August 2024
Responsibilities	
Overview / Project Management	Planning Policy Manager / Policy Team Leader / Project Management Support Officer.
Governance	Planning Policy & Built Heritage Working Party, Cabinet.
Resources	Planning Policy Team with assistance from other teams as and when appropriate.
Monitoring & Review	
Mechanism	Annual Monitoring Report (AMR), Five-year housing land supply requirements.

Table 2 DPD Profile (Local Plan)

Document Title	Coastal Adaptation
Document details	
Role and Content	<p>North Norfolk District Council (NNDC) in partnership with East Suffolk Council (ESC), Great Yarmouth Borough Council (GYBC), the Broads Authority, and the shared Coastal Partnership East team (CPE) has prepared a draft Coastal Adaptation SPD.</p> <p>The purpose of the draft SPD is to provide guidance on the implementation of the aligned policy approaches along the coast and to take a holistic (whole coast) approach, which follows from the Statement of Common Ground on Coastal Zone Planning agreed between the partnership authorities in September 2018. In doing so, the SPD will ensure planning guidance is up to date, aid the interpretation and delivery of planning policies including the adaptation and mitigation to climate change in relation to coastal matters, and to provide case study examples of coastal adaptation best practice.</p>
Status	Supplementary Planning Document (SPD)

Local Development Scheme (Version 3)

Document Title	Coastal Adaptation
Conformity	National Planning Policy Framework (NPPF) 2021, Planning practice Guidance, North Norfolk Local Plan 2016-36
Geographical coverage	North Norfolk District Council (NNDC), East Suffolk Council (ESC), Great Yarmouth Borough Council (GYBC), the Broads Authority.
Timetable	
Production milestones	These production milestones relate to the v4 timetable contained within this document.
	Scope, and prepare Draft SPD: by December 2022
	Regulation 12 Consultation: January / February 2023
	Adoption: July 2023
Responsibilities	
Lead Officer	Senior Planning Officer, Planning Policy.
Governance	Planning Policy & Built Heritage Working Party, Cabinet, partner Local Authorities.
Resources	Planning Policy, Coastal Management Team, partner Local Authorities.
Monitoring & Review	
Mechanism	Five Year Local Plan Review, ongoing partnership review.

Table 3 SPD Profile (Coastal Adaptation)

Document Title	North Norfolk Landscape Character Assessment & North Norfolk Landscape Sensitivity Assessment
Document details	
Role and Content	<p>Landscape Character Assessment</p> <p>This document provides an understanding and breakdown of the character of the North Norfolk landscape and can be used to ensure that any change or development does not undermine whatever is valued or characteristic in a particular landscape. It will provide background context for policies and proposals within the emerging Local Plan, inform the future determination of planning applications, and inform the management of future change.</p> <p>Landscape Sensitivity Assessment</p> <p>This document assesses the sensitivity of North Norfolk's landscape to various types of renewable, low carbon, and other types of development. The purpose is to ensure that the need to maximise renewable energy generation is carefully managed to achieve the greatest contribution towards our energy needs, while ensuring landscape character and values are respected.</p>
Status	Supplementary Planning Documents (SPD)
Conformity	National Planning Policy Framework (NPPF) 2019, Planning Practice Guidance, North Norfolk Local Plan 2016-36.

Local Development Scheme (Version 3)

Document Title	North Norfolk Landscape Character Assessment & North Norfolk Landscape Sensitivity Assessment
Geographical coverage	North Norfolk District Council local planning authority area (excluding the Broads Authority area).
Timetable	
Production milestones	These production milestones relate to the v3 timetable as approved on 18 May, 2020.
	Scope, and prepare Draft SPD: by October 2018 (COMPLETE)
	Regulation 12 Consultation: May 2019 - June 2019 (COMPLETE)
	Adoption: December 2020 (COMPLETE)
Responsibilities	
Lead Officer	Conservation , Design & Landscape Team Leader.
Governance	Planning Policy & Built Heritage Working Party, Cabinet.
Resources	Planning Policy, Conservation, Design & Landscape officers.
Monitoring & Review	
Mechanism	Annual Monitoring Report (AMR).

Table 4 SPD Profile (Landscape Character & Sensitivity Assessments)