



AGENDA

For a meeting of the
ECONOMIC DEVELOPMENT AND SCRUTINY PANEL
to be held on
TUESDAY, 22 NOVEMBER 2005
at
2.30 PM
in the
COMMITTEE ROOM 1, COUNCIL OFFICES, ST. PETER'S HILL, GRANTHAM
Duncan Kerr, Chief Executive

Panel Members:	Councillor Ken Joynson, Councillor Mrs Rosemary Kaberry-Brown, Councillor John Nicholson (Chairman), Councillor Stan Pease, Councillor Ian Selby, Councillor Mrs Judy Smith, Councillor Ian Stokes, Councillor Jeff Thompson (Vice-Chairman) and Councillor Mrs Azar Woods
Scrutiny Officer:	Paul Morrison 01476 406512 p.morrison@southkesteven.gov.uk
Scrutiny Support Officer:	Jo Toomey 01476 406152 j.toomey@southkesteven.gov.uk

Members of the Panel are invited to attend the above meeting to consider the items of business listed below.

- 1. COMMENTS FROM MEMBERS OF THE PUBLIC**
To receive comments or views from members of the public at the Panel's discretion.
- 2. MEMBERSHIP**
The Panel to be notified of any substitute members.
- 3. APOLOGIES**
- 4. DECLARATIONS OF INTEREST**
Members are asked to declare interests in matters for consideration at the meeting.
- 5. ACTION NOTES**
The notes of the meeting held on 20th September 2005 and 2nd November 2005 are attached for information.

(Enclosure)

6. FEEDBACK FROM THE EXECUTIVE

7. TRAFFIC PROBLEMS IN GRANTHAM

Brian Thompson From Lincolnshire County Council Highways Department will attend the meeting to discuss traffic problems in the Brook Street area of Grantham.

8. CALL-IN: CAR PARKING CHARGES IN GRANTHAM AND STAMFORD

The following decision taken by the Cabinet on Monday 7th November has been the subject of a request for call-in by Councillors O'Hare, J. Hurst, Wilks, M. Williams and F. Hurst, in accordance with rule 16(c) of the Overview and Scrutiny Procedure Rules:

DECISION:

That the Cabinet:

1. **Approves the tariffs proposed in Option 3 in report number DOS294 for implementation as of April 2006;**
2. **That fines for failure to display a valid ticket should be increased to £60.00 (reduced to £30.00 if paid within 7 days);**
3. **That fines for parking for a longer period than paid for should be increased to £40.00 (reduced to £20.00 if paid within 7 days);**
4. **That the cost of season tickets should be increased in line with those presented in report number DOS294;**
5. **In light of representations received from members of the public, no charge will be introduced for parking on Sundays, bank holidays or evenings at this time;**
6. **Acknowledge the time taken by Stamford Chamber of Trade and Commerce in putting forward its own proposals for charges. Whilst it could not accept these because they did not comply with the Council's policy of equalisation, the Cabinet considered that there was some merit in some of their suggestions and requested that the Management Accountant consider these aspects.**

The reasons for exercising the call-in are:

1. Decision uses car parks as a means of making money for the Council rather than supporting the local economy.
2. The complete absence in the report of a survey of views from the public in Stamford.
3. That as 92% of the people surveyed in Grantham said cost was the most important factor, to raise costs further may be financially counterproductive.
4. That the overall level of increases in charges views car parks not as a service (which should at least break even) but mainly as a means of raising extra money.
5. Making best use of assets as a policy means giving enough weight to the fact that car parks are a public asset (service) and not just a financial asset.

CATEGORY B PRIORITY: CAR PARKING

9. WELHAM STREET CAR PARK

The Corporate Director of Community Services to provide a report on Welham Street Multi-storey Car Park.

10. LOCAL DEVELOPMENT FRAMEWORK

The Senior Planning Officer (Policy) to update the Panel on the Local Development Framework.

(Enclosure)

11. REPORTS FROM WORKING GROUPS

Public Information Pillars Working Group.

To feedback final recommendation for information. Action notes from this meeting had been circulated and considered at the meeting of the Healthy Environment DSP on 8th November 2005.

Small Business Units Working Group

Notes from the meeting held on Friday 4th November.

(To Follow)

12. BEST VALUE PERFORMANCE INDICATORS

(Enclosure)

13. WORK PROGRAMME

(Enclosure)

14. ANY OTHER BUSINESS, which the Chairman, by reasons of special circumstances decides is urgent.



MEETING OF THE ECONOMIC DEVELOPMENT AND SCRUTINY PANEL

TUESDAY, 20 SEPTEMBER 2005 2.30 PM

PANEL MEMBERS PRESENT

Councillor Kenneth Joynson
Councillor Mrs Judy Smith
Councillor Ian Stokes

**Councillor Jeffrey Thompson (Vice-Chairman
in the Chair)**
Councillor Mrs Azar Woods

OFFICERS

Head of Planning Policy and Economic
Regeneration
Economic Development Team Leader
Scrutiny Officer
Scrutiny Support Officer

OTHER MEMBERS PRESENT

Councillor John Smith
Councillor John Wilks

23. COMMENTS FROM MEMBERS OF THE PUBLIC

None received.

24. MEMBERSHIP

None.

25. APOLOGIES

Apologies for absence were received from Councillors Nicholson and Selby.

26. DECLARATIONS OF INTEREST

Councillor Mrs. Woods declared a personal and prejudicial interest in Agenda Item 7, should the Stamford bypass be discussed. Councillor Joynson declared a potential prejudicial interest on Agenda Item 7, should certain elements of development in Stamford be discussed. Both Members remained in the Room in accordance with para 12 (2) of the Local Members Code of Conduct.

27. ACTION NOTES

With the addition of Councillor Nicholson's name as Chairman of the DSP on 21st June 2005, these were noted.

28. FEEDBACK FROM THE EXECUTIVE

Noted.

29. TOWN CENTRE ACTION PLAN

The Head of Planning Policy and Economic Regeneration gave a presentation on the Draft Town Centre Action Plan. He reminded the Panel that Town Centres and the development of Grantham as a sub-regional centre were Council priorities. The Action Plan catalogues targets and subsequent actions to meet them. Any comments from the Panel would be noted and fed back to the Cabinet. The Panel were given a general introduction, which stated that a capital budget had been allocated to cover on-costs and the payment of all Town Centre Managers.

The Panel discussed why the Deepings was the only urban area within the District that had no Town Centre Manager; the Deepings Action Plan had not been developed at the same speed as the other areas and without a full action plan, provision of a Town Centre Manager would be inappropriate. Discussion ensued on the Town Centre Manager's role to instigate the action plan. Capital provision of £3 million had been designated for town centre development over the next three years. Further Partnership funding would also be possible.

The success of the Town Centre Management Partnerships (TCMP) was considered. Their effectiveness varied across the District, although some had achieved positive outcomes. The TCMP model for each town would need to be reviewed to establish a fit for purpose organisation. The most successful TCMPs had a clear vision and set of priorities; specific geographic focus; an appropriate balance between public and private sector interests; strong relations with the business community; a robust working structure and partner support.

General actions to improve the efficacy of TCMPs included: ensuring broad aims and objectives for all TCMPs with clear visions and priorities; a defined area of activity; exploration of the establishment of a company structure to permit asset realisation; confirmation of the support of partners, business organisations and other groups behind the TCMP; monitoring and benchmarking exercises and the production of an Evening Economy Strategy.

Panel members debated the principle of an Evening Economy Strategy; this would affect Council priorities including economic development, Anti-Social Behaviour and Street Scene. The perception and reality of anti-social behaviour were considered, as were steps to counter these. The Panel also discussed the roles of Town and District Councillors on each TCMP within the District.

Grantham

Actions for Grantham had been identified as a review and roll forward of the Grantham Town Centre Masterplan, a feasibility study for the development of the canal basin, marketplace pedestrianisation, the development of St. Catherine's Road and potential development of Conduit Lane, reviewing the development potential of Greenwoods Row and St. Wulfram's Gateway, improving the approaches from the railway station, investigating the potential of a rail halt at Gonerby Moor and the development of a visitor economy.

The Panel were advised that Lincolnshire County Council had commissioned a transport study of Grantham, in which the possibility of rail halt had been included for consideration.

A Panel member was concerned that discussions replicated previous plans. Members

were advised that, while covering many items included in the original Grantham Masterplan, this document was specific and identified how things should be done and by whom. Some projects identified in the original Masterplan had been enacted including the development of St. Peter's Hill Green and Abbey Gardens. The Panel discussed the potential of increasing tourism to Grantham.

Stamford

Five key priorities had been identified by Stamford Vision, these were: the Stamford Gateway Project, traffic relief, the Local Development Framework, the Welland Quarter and car parking. Actions required would include the preparation for area action plans as part of the Local Development Framework, the appraisal of Eastern Relief Road proposals, supplementary planning guidance for the Welland Quarter and the development of the visitor economy.

Some Members felt that any development should preserve the historicity of Stamford. Members also considered the potential impact of transport development. Development of Stamford Town Centre would have positive influences on Tourism and stimulating visitor interest.

Bourne

Actions to enable the development of Bourne would include secure implementation of core area proposals (national retailers have looked to locate in Bourne); a review, roll-forward and re-prioritisation of the Town Centre Action Plan and a review of car parking provision as part of core area redevelopment.

Members attributed recent interest in Bourne Town Centre to developments around Bourne and Thurlby. Members felt that there would be further improvements on the opening of the Bourne Inner Relief Road. There was some concern over generally poor transport links to Bourne and whether this would push people to Peterborough. The development of the core area of Bourne Town Centre is hoped to begin by the end of 2006.

The Deepings

Development of the Deepings requires the securing of a robust and effective Partnership and a clear action plan and the appointment of a Town Centre Manager. The Panel discussed problems arising from the dual-parish nature of Deepings Town Centre. As remedy to this, the TCMP had designated one area as the town centre, where the TCMP would operate.

Business Improvement Districts (BIDs)

Should the BIDs scheme be pursued, a pilot district would be implemented in Grantham. A seminar on BIDs would be organised and a 'BIDs Champion' appointed. The scheme would require the introduction of an additional levy to business charges for all businesses within the appointed district following a positive ballot. These additional funds would be set aside for any projects the businesses decide would be of benefit, so long as the Council do not provide those services. Examples of how funds could be used include increased CCTV coverage, wardens to walk people to taxis in the evening or increased policing. A successful scheme in Lincoln had just been implemented. The businesses in the Alma Park area of Grantham expressed an interest in the creation of a district there. This would illustrate how BIDs, while ideal for Town Centres, would also be practicable in other areas.

The Chairman thanked the Head of Planning Policy and Economic Regeneration and the Economic Development Team Leader for their work on the document.

30. PUBLIC INFORMATION PILLARS

The Panel considered the update report from the Partnership Project Manager and appointed a Grantham member, Councillor Ian Stokes, to the Working Group for the pilot scheme in Grantham. He would feed back to the rest of the Panel. The Panel commented on the example pillar that had been placed in the courtyard and were generally impressed with the way they looked.

CONCLUSION:

To appoint Councillor Stokes to the Public Information Pillars Working Group as representative for the Economic DSP.

31. BUDGET PREPARATION

The previously circulated action notes of the budget Working Group from 15th August 2005 and 12th September 2005 were noted. The Resources and Assets Portfolio Holder was commended for the structure of the Budget Process for 2006/07. It was hoped that the new Budget structure would prevent an underspend and increase access to additional grant funding. Members were advised that questions could be put to the Portfolio Holder and the Corporate Director of Finance and Strategic Resources at the Local Area Assemblies. Consultation on the budget process had been included on the agenda of each Local Area Assembly.

32. DRAFT SCRUTINY HANDBOOK

Members were impressed with the clarity and comprehensiveness of the document and commended the work that had been done. The Scrutiny Officer advised members that following consideration by all DSPs, the document would be reviewed by the Scrutiny Co-ordinating Group on October 3rd 2005, after which time it would be issued. It was intended that the document would be updated periodically and then reissued.

Members commented that the only point of ambiguity was in reference to call in procedures. Text read that call-in was subject to a valid request signed by "five members (from any political group) or the Chairman of the relevant DSP". Members observed that this should read "five members of the Council (from any political group) or the Chairman of the relevant DSP".

CONCLUSION:

That the document should be amended to read "Any five members of the Council...or the Chairman of the relevant DSP", when discussing a valid request for call-in.

33. REPORTS FROM WORKING GROUPS

Reports from the Grantham Canal Basin Working Group and the Rail Link Working Group had been circulated with the agenda. Their contents had been noted. The Chairman stated that he would attend a meeting of the Local Strategic Partnership on behalf of the Rail Link Working Group and explain the proposal to register interest.

The Team Leader for Economic Regeneration advised the Panel that a bid for match-funding from Lincolnshire Enterprise had been successful. This would be used to conduct a feasibility study on the development of the canal basin.

34. BEST VALUE PERFORMANCE INDICATORS

Updated performance indicators were circulated at the meeting. These were noted.

35. WORK PROGRAMME

Correspondence had been received from Councillor Selby, requesting that the economic implications of closing Grantham's Accident and Emergency department be considered as an item for the work programme. This was noted.

The remit of the Small Business Working Group was discussed; it was clarified that this group had considered existing small business units and potential sites for development to this end. Sites had been considered in Grantham and Bourne; Stamford and the Deepings would be considered in due course.

36. ANY OTHER BUSINESS, WHICH THE CHAIRMAN, BY REASONS OF SPECIAL CIRCUMSTANCES DECIDES IS URGENT.

None.

37. CLOSE OF MEETING

The meeting was closed at 16:52.



MEETING OF THE ECONOMIC DEVELOPMENT AND SCRUTINY PANEL

WEDNESDAY, 2 NOVEMBER 2005 2.30
PM

PANEL MEMBERS PRESENT

Councillor David Brailsford
Councillor Ken Joynson
Councillor John Nicholson (Chairman)
Councillor Ian Selby

Councillor Jeff Thompson (Vice-Chairman)
Councillor Mrs Azar Woods

OFFICERS

Management Accountant
Public Relations Manager
Scrutiny Officer
Scrutiny Support Officer

OTHER MEMBERS PRESENT

Councillor Wheat
Councillor Mrs. Wheat
1 Member of the Local Press

38. COMMENTS FROM MEMBERS OF THE PUBLIC

None received.

39. MEMBERSHIP

The Panel were notified that Councillor Brailsford would be substituting for Councillor Mrs. Smith for this meeting only.

40. APOLOGIES

An apology for absence was received from Councillor Stokes.

41. DECLARATIONS OF INTEREST

None declared.

42. CAR PARKING CHARGES

The Scrutiny Officer explained that the special meeting had been called because the date designated for a decision within the forward plan was the 7th November 2005. The Chairman had felt that it would be most appropriate for the DSP to consider this item before the Cabinet made their decision.

The Management Accountant briefly précised his report to Cabinet, number DOS294,

which had been circulated to Panel members prior to the meeting. A policy had been adopted whereby there would be a biennial review of car parking charges, with a minimum increase of the rate of inflation. The policy that was adopted also included the alignment of charges between Grantham and Stamford for shorter periods (long-term parking was already in-line). Three alternatives had been prepared for consideration, with the intention of encouraging people to use the car park appropriate to their stay: punitive charges would be introduced for long-term parking in short term car parks, while long-term parking in long-term car parks would be competitively priced. Other considerations had been presented, including the possibility of charging for parking at evenings, Sundays and Bank Holidays and charging for disabled parking. Different payment methodologies had also been presented for consideration.

The report identified turnover of parking spaces, income generated per space and comparisons between principal car parks in Grantham and Stamford. This information had been compiled to predict behavioural patterns of motorists and how to most appropriately amend parking charges. Significant reviews of the parking structure were underway in Bourne, Stamford and Grantham. Comparators of neighbouring authorities were included; Newark and Sherwood District Council, members of SKDC's audit family, were priced marginally higher. A Value for Money study showed that South Kesteven had the third highest subsidy against Council Tax.

Option one had the lowest possible increases for short stay car parking, while long stay car parking increased in hourly increments. Option two had the highest increase for short stay parking while long-stay parking was divided into three bands. Option three replicated the short-stay charges of option one and included the banded system for long-stay parking of option two.

Panel members were given the opportunity to discuss the report of the Management Accountant and to ask questions. DSP Member considerations had to manage demand while ensuring that Council Tax increases were kept to a minimum, as car parking was the only revenue generating service that the Council retained.

Most members felt that bringing the Stamford and Grantham charges in-line in one step would be too big a jump. Points considered included:

- Concern that an increase of 40% in Stamford may give the impression that they were persecuting motorists;
- To prevent an even bigger increase in Stamford next time, some Grantham charges would have to be pegged if charges were to be completely in-line;
- The need for commonality between the two major towns;
- Given the disparity with Bourne, who have no charges, discrepancies between Grantham and Stamford should also be permissible in the short-term.

The majority of members agreed with the principle of punitive charges for people using short-stay car parks for long periods and welcomed the banded charges of option two and three. Only a very small number of people would be eligible to pay the punitive rate for 4-hour parking. Members supported the option with the smallest general increase in charges, therefore supporting option three. To address such steep increases in charges to Stamford they suggested modifying the figures for Stamford.

CONCLUSION:

To recommend that the Cabinet approve Option 3 with the following amendments to short stay charges in Stamford:

- a) ***0-1 hour should increase to 60p***

- b) 0-2 hours should increase to £1.10**
- c) 0-3 hours should increase to £1.50**

Discussion ensued as to whether charges should be instigated for Bourne. Given the development of the core area, Panel members felt that it would be appropriate to begin to consider charging for car parking facilities in Bourne. Car parks in Bourne were being used for commuters on their way to Peterborough. Members were concerned that while they were using the facilities within the area, no money was being put back into the Bourne local economy. On completion of the development of the core area, Members felt that a car parking review of Bourne would be necessary. Suggestions were also made that a moderate car parking charge for the Deepings should be considered. Charges in Bourne and the Deepings could either relieve pressure on Grantham and Stamford or provide an enhanced income stream for the District Council.

CONCLUSION:

- 1. That no immediate charges should be imposed for car parking in Bourne but that consideration should be given to this on completion of the development of the core area;**
- 2. Car parking charges in the Deepings should be considered as an option for the future;**
- 3. That the Bourne and Deepings TCMPs should be encouraged to undertake a study of parking.**

When discussing Sunday and Bank Holiday parking, the following points were made:

- Charging on these occasions would displace traffic onto the streets;
- Using increased opening hours of shops, including Sundays as justification to charge for car parking would be unviable because people go into town for non-commercial reasons on a Sunday and bank holidays;
- Any charges on Sundays and bank holidays would need to be enforced, outlay could exceed monies collected.

CONCLUSION:

As per the current policy, the DSP recommend that no charge should be made for parking on Sundays and Bank Holidays.

The Management Accountant reminded the Panel about the construction of a multi-storey car park on Welham Street, Grantham. Recommendations would shortly need to be made as to what to do with it at night: whether to impose charges, permit free parking after 6.00pm until a designated time or whether to lock it at 6:00p.m. The Panel would need to consider whether there would be sufficient night time economy to justify leaving it open, whether leaving it open for free parking between 6:00p.m. and some other designated time would promote instances of anti-social behaviour or whether leaving it open and charging for parking would displace people to other car parks and whether the Council would need to consider charging for these facilities to prevent disparity.

CONCLUSIONS:

- 1. As per the current policy, parking in the evening should remain free of charge;**
- 2. Evening parking should be reconsidered with the development of Welham Street Multi-Storey Car Park, Grantham.**

The efficacy of charging for parking spaces for the disabled was debated. The majority of members felt that there should be no charge at all because of physical limitations. Another member felt that everyone should pay exactly the same; the concession should be that disabled parking spaces should be fully accessible for those with relevant permissions to use them, properly policed and that high quality disabled facilities should be ensured, including suitably placed, easy access parking spaces.

CONCLUSION:

As per the current policy, the DSP recommend that no charges should be made for parking for disabled persons.

Reducing the charges recommended in option 3 for Stamford would mean that the projected income would be lower than stated. To compensate for the lower income, it was suggested that fines for not displaying a ticket should be increased to £60.00, with a discounted rate of £40.00 for payment within 7 days. Increasing charges for those who stay for periods longer than that which they had paid was also suggested provided there was a discretionary period of approximately ten minutes. Members did not support increasing these charges, because the majority of these incidents were genuine mistakes.

CONCLUSION:

- 1. That failure to display a ticket should result in a fine of £60.00 with a discounted rate of £40.00 for payment within 7 days;***
- 2. That parking for periods longer than paid for should continue to result in a fine of £30.00 with a discounted rate of £15.00 for payment within 7 days.***

It was suggested that, to permit an increase in tariff by multiples of 10p, that would be closer to the rate of inflation, the review of car parking charges should be on a triennial basis. The Management Accountant explained the rationale behind the twice-yearly review.

Members agreed with the principle of Smartcards that would provide a discounted rate as an incentive. Using a centrally located machine, credit of any value could be added to a smart card. Charges would be debited accordingly. With this method any charge increases could accurately mirror inflation. It was suggested that to increase charges inline with inflation for Smartcard holders could constitute the discounted rate. The Scrutiny Officer informed the Panel that the E-Government Working Group attached to the Engagement DSP was examining cashless payment.

CONCLUSION:

That the Cabinet should consider the introduction of a Smartcard scheme.

Members briefly discussed the likelihood of the introduction of a Corporation car parking charge and the affect this may have.

To promote most appropriate use of car parks, it was suggested that car parks should be signposted more clearly, denoting whether they were short stay or long stay.

CONCLUSION:

That the Cabinet should urge the Highways Department of Lincolnshire County Council that car parks should be properly signposted denoting whether car parks are short stay or long stay.

43. CLOSE OF MEETING

The meeting was closed at 16:08.

REPORT TO Economic D.S.P.

REPORT OF: Head of Planning Policy and Economic Development

REPORT NO. PLA539

DATE: 22nd November 2005

TITLE:	Progress towards the Local Development Framework (LDF) for South Kesteven
FORWARD PLAN ITEM:	Yes
DATE WHEN FIRST APPEARED IN FORWARD PLAN:	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Key Decision

COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Cllr Smith Economic Development
CORPORATE PRIORITY:	A - Town Centres B – Planning, conservation, affordable housing
CRIME AND DISORDER IMPLICATIONS:	Minor
FREEDOM OF INFORMATION ACT IMPLICATIONS:	All LDF documents are published on the Council's web site when published, and are made available for public inspection at the District Council's offices and the local libraries in the district.
BACKGROUND PAPERS:	Planning and Compulsory purchase Act 2004, PPS12, Lincolnshire Structure Plan (Adopted and Deposit Draft) Regional Planning Guidance Planning and Compulsory Purchase Act 2004 Letter from GOEM 11 th April 2005 Letter from PINs 13 th April 2005 Cabinet reports and minutes dated 24 th November 2004, 7 th February 2005, 4 th April 2005, 9 th May 2005, 6 th June 2005, 5 th September 2005 and 10 th October 2005

1. INTRODUCTION

The Planning and Compulsory Purchase Act 2004 which came into effect in September 2004 made major changes to the planning policy system at both local and strategic levels. In essence the Act requires the District Council to prepare a Local Development Framework (or LDF for short) to replace the South Kesteven Local Plan which was adopted in 1995.

The Local Development Framework is a collective name given to a collection of policy documents which will provide the comprehensive spatial planning framework for the district for a 15 year period to 2021. The LDF must include a Statement of Community Involvement (SCI) and Development Plan Documents (DPD's), it may also include Action Area Plans (AAP's), and Supplementary Planning Documents (SPD's). An up to date Proposals Map should also be included within the LDF and the effectiveness of all policies and the LDS timetable needs to be monitored on an annual basis and published in an Annual Monitoring Report. The objective of the framework is that each document within is shorter, more flexible and more easily updated than the old style Local Plan.

Work began on preparing the LDF in 2004 with the completion of a number of "background" studies to form the evidence base. In March 2005 the Council submitted it's Local Development Scheme (LDS). This is the document which sets out which policy documents will be prepared as part of the LDF and the timetable for the production of each. This document was approved by the Government Office for the East Midlands (GOEM) in April 2005. The LDS is attached to this report at Appendix 1.

The LDS set out that South Kesteven's LDF will comprise:

- 1 The Statement of Community Involvement,
- 2 Core principles and Location Strategy DPD
- 3 Housing and Economic Development DPD
- 4 Grantham Action Area Plan
- 5 Stamford AAP
- 6 Bourne AAP
- 7 Affordable Housing SPD
- 8 Planning Obligations (S.106) SPD
- 9 Recreation sites and Children's play space SPD
- 10 Proposals Map
- 11 Annual Monitoring Report

In addition the Act requires that all documents within the LDF which have potential environmental impact should be subject to a Strategic Environmental Assessment and Sustainability Appraisal (SEA/SA). Like the other LDF documents the SEA requirements are statutory and must follow a prescribed process and format which includes consultation at key stages. This work is programmed within the timetable set out in the LDS.

2. PROGRESS TO DATE

Statement of Community Involvement

The SCI sets out how and when the community can be involved in the preparation of LDF documents. The SCI also sets out the way in which the community can be involved in the

Planning Application decision making process. The SCI therefore sets out the different techniques which are being use by the planning teams to engage with the public and organisations through the evolution of planning policy and in planning decisions.

The SCI is to be the first LDF document to go through the formal stages of submission to the Secretary of State, Public Examination and formal adoption. The LDS set out a timetable which would have meant that the SCI would be considered at a Public Examination in December 2005 and would be adopted by March 2006. Unfortunately this timetable has slipped slightly, adoption is now more likely to occur in April or May next year. Once adopted the Council must follow the methods of consultation set out within the SCI at each stage in the LDF process.

The first draft SCI was sent out for informal comment to the Council's Key Stakeholders in January 2005. This document was amended and updated and a public consultation draft was published in April 2005. Over 100 comments were made about this draft version of the SCI and as a result the document was changed substantially.

The revised SCI was considered and approved by Cabinet at their meeting on 10th October. This version is the Council's final version of the SCI and has just been formally submitted to the Secretary of State in accordance with the Regulations (Friday 11th November 2005). These Regulations require that a formal six week consultation period (beginning on 11th November 2005) be undertaken, during which the public should focus representations upon 9 tests of soundness (which have been set out and defined by the ODPM and the Planning Inspectorate). Any representations made about the submission document which focus upon these tests of soundness will be considered by a Planning Inspector at an Examination. As with all the consultation documents for the LDF a copy of this final version has been sent to all District Councillors for consideration. Consultation.

Following the Examination (if one is required) the Inspectors findings will be reported back to the Council who must change the SCI in accordance with these findings. The changed document will then be submitted to the full Council for final adoption.

Core principles and Location Strategy DPD and the Housing and Economic Development DPD

These two policy documents will form the main policy framework part of the LDF. They will include policies for controlling future development as well as identifying sites and areas for specific types of development such as housing, employment and retail development.

The LDS sets out that these documents will be prepared in tandem over the period 2005 - autumn 2007. As a result the adoption of both document will replace the adopted South Kesteven Local Plan.

Much of the background work undertaken over the last year has been used to inform the first consultation document - Issues and Options for future Development in South Kesteven which was published for consultation on 30th September 2005.

Public consultation on this document has been undertaken in line with the requirements set out within the SCI. This has included direct consultation with all key stakeholders and those individuals and organisations who have previously registered an interest in the LDF. Documents have also been made available at nearly all local post offices (subject to local agreement of the post master), all local libraries and district offices. Public notices where

placed in local newspapers and displayed in all villages and various locations within the towns. A public exhibition was displayed in the four towns and in Billingborough, Colsterworth and Long Bennington and an open invitation for appointments with planning officers at any of the four district offices were made. Again as key stakeholders all District Councillors have been sent a consultation copy of this document.

This six week consultation period ends on Friday 11th November. All representation and comments made about the Issues and Options paper will be considered in detail over the coming months. The outcome of this work will be two "preferred options" reports (one for each DPD). These documents will demonstrate the Council's preferred option for addressing each of the issues identified. Public consultation on these preferred options will be undertaken during late spring 2006.

In addition to the Issues and Options the Council has also undertaken public consultation on the Scoping Report for the SEA/SA of the Issues and Options paper. This is a largely technically document which has been prepared by a specialist consultant. This assessment process will form a crucial part in the identification and assessment of proffered options during the coming months. It is therefore essential that work on this element of the LDF is integral to the evolution of policies and proposals for inclusion within the two DPD's.

Annual Monitoring Report 2005

An additional requirement of the new Act is to regularly monitor progress towards achieving the timetable set out in the LDS and to monitor the effectiveness of existing (and new) policies. These findings should be published on an annual basis in December. Core indicators have been identified by the ODPM to guide what is monitored and how the data is recorded to allow for comparison across districts and regions.

The first AMR must be submitted to the Secretary of State in December 2005 and should cover the period April 2004 - March 2005. Work on the first AMR is in progress with a view to submitting the document by the prescribed deadline.

Housing development has been monitored by the Council for a number of years, in addition development rates for employment and commercial development has also been undertaken during the last two years. More recently work has been undertaken to monitor development rates and environmental changes in accordance with the prescribed indicators. This years AMR will provide nearly all the monitoring information required. Where gaps in this information have been identified a framework has been put into place to ensure that this additional data will be available for inclusion in next years AMR.

Progress towards achieving the milestones set out in the LDS for preparing the various policy documents is being made, unfortunately the timetable has slipped slightly for each document. As a result it will be necessary to amend the LDS at the beginning of next year.

3. CONCLUSIONS

This report sets out how progress on the preparation of the LDF is being made. The final SCI has now been submitted to the Secretary of State and should be adopted by May 2006. Public consultation on the Issues and Options for the two DPD's has been successful. Consideration of all the responses received to this consultation will continue through the next few months and

it is anticipated that the next version of these two documents will be published for comment in late spring 2006.

At each consultation stage every District Councillor has been invited to consider and comment upon the document. In addition the documents have been made widely available in public locations and on the web site. All Parish Councillors and a large number of community and voluntary groups as well as interested individuals have also been invited to comment on each document as it is published

4. CONTACT OFFICER

Mike Sibthorp
Head of Planning Policy and Economic Development
Phone number

DRAFT SOUTH KESTEVEN LOCAL DEVELOPMENT SCHEME

CONTENTS

Page No

Foreword

- 1 Introduction
- 2 What is a Local Development Framework?
- 3 The South Kesteven Local Development Framework
- 4 Local Development Documents
5. Plan Period
- 6 Relationship with other plans - Saved policies
- 7 Production Stages
- 8 Sustainability Appraisal / Strategic Environmental Assessment
- 9 Production Arrangements
- 10 Background Documents
- 11 Monitoring & Review

Appendix A : Schedule of Proposed LDDs

Appendix B: Overall timetable for Production

Appendix C: Local Development Document Profile

Appendix D Explanation of Terminology used

FORWORD

The Government's Planning & Compulsory Purchase Act 2004 introduces major changes to the way the planning policy system operates. It replaces the old system of Local Plans and Supplementary Planning Guidance with a new system of Local Development Documents (LDDs) making up a Local Development Framework (LDF).

The review of the South Kesteven Local Plan should therefore proceed through the preparation of a Local Development Framework (LDF) for the district.

This document

- explains the new system of Local Development Frameworks (LDFs) which replaces Local Plans and Structure Plans
- Sets out the proposed documents which will form the South Kesteven Local Development Framework (LDF), together with the timetable of key milestones for the preparation of these documents over the next 3 years,
- Explains how progress on the LDF will be monitored, reviewed and updated

The Local Development Documents (LDDs) which form the LDF will guide future development in South Kesteven and play a key role in delivering the council's vision to *"ensure that the residents of South Kesteven are proud of their District and their Council"*. The preparation of the LDF will be underpinned by the Council's core values of:

- **P**erformingby resourcing and delivering the Council's Priorities
- **R**espectingall residents and recognising their needs
- **I**nformingresidents and enabling them to become involved
- **D**eveloping ...all our communities
- **E**nablingstaff to unlock their full potential

Overall, the Council is aiming to have a complete new planning policy framework in place by the spring of 2007. To meet this target, we have already started to prepare the background studies that will form the evidence base for the LDF. Consultation on the first of the new documents; the Statement of Community Involvement (SCI) and the Issues and Preferred Options document will begin towards the end of this year.

The Council is keen to maximise opportunities for the District's communities and other interested parties to shape the contents of the new policy framework and invite anyone interested in being involved in the process to contact the LDF team to register their interest and level of involvement.

This draft version of the Local Development Scheme (LDS) is a public document and provides the starting point for the local community and others to find out about the District Council's programme for the preparation of the documents which for the Local Development Framework (LDF) over a 3 year period. It includes a timetable which will tell people when the various stages in the preparation of any particular LDD will be carried out. In effect the LDS is the document which the public can use to find out what the District is proposing to do and when, and at what stage they can expect to be involved in the planning process.

This document is also available on the Council's website: <http://www.southkesteven.gov.uk/>

If you would like to make any comments about this document, please

send them to:

Mike Sibthorp

Planning Policy and Economic Regeneration

South Kesteven District Council

Council Offices

St Peter's Hill

Grantham

Lincolnshire

NG31 6PZ

Or e-mail m.sibthorp@southkesteven.gov.uk

LOCAL DEVELOPMENT SCHEME

1. INTRODUCTION

- 1.1 This document is the Council's 2005 edition of the Local Development Scheme (LDS). Its purpose is to set out proposals for the next three years for the preparation of the Local Development Framework (LDF), the new type of plan that will replace the current Local Plan for the District. The LDS will be reviewed and updated on an annual basis.
- 1.2 The LDS describes the individual documents - called Local Development Documents (LDDs) - that will make up the LDF, together with the timescales and targets for their preparation. This LDS includes a profile of each proposed document, explaining its purpose and status, and how it relates to the LDF as a whole. The LDS also sets out the overall timetable and programme for the LDF, and explains the evidence base and background studies that will underpin the preparation process. It also explains how progress on preparing the LDF will be monitored, and how any necessary revisions will be made via reviews of this document.
- 1.3 Preparation of an LDS is a legal requirement under the new planning system. The District Council is required to submit a Local Development Scheme to the First Secretary of State within 6 months of commencement of the Planning and Compulsory Purchase Act (28TH September 2004) and accordingly this LDS has been submitted to the Secretary of State for approval. The Secretary of State will make a judgement as to whether the content of the scheme is sound and whether the District Council has identified the correct priorities for the preparation of their local development documents, also whether the timescales for their preparation are realistic. Assuming no changes will be required following submission, the Council will formally adopt the LDS. Once the LDS is adopted the Council will enter into an Initial Service Level Agreement with the Planning Inspectorate ensuring that the Inspectorate is aware of, and committed to meeting their requirements for public examinations. The LDS will subsequently be monitored and reviewed on an annual basis.
- 1.4 The LDS has been prepared in liaison with The Government Office for the East Midlands and the Planning Inspectorate.

2. WHAT IS A LOCAL DEVELOPMENT FRAMEWORK?

- 2.1 Local Development Frameworks (LDFs) are part of the Government's reform of the planning system and will replace local plans. The legislation bringing in LDFs takes effect in September 2004, and all district councils are required to replace their local plans with LDFs over the next few years.
- 2.2 In broad terms, an LDF is a framework for the location and design of development (homes, shops, offices, etc) and for protecting the natural and built environment. It is a "spatial" plan, because it deals with the location and layout of developments and activities and how these affect people and their environment.
- 2.3 LDFs will consist of a number of documents – called Local Development Documents (LDDs) - which can be prepared and updated separately. The LDF is therefore the collective name for a group of documents that form the planning policies and proposals for the district. An explanation of the terminology used within this document is given at the end the LDS.

3. THE SOUTH KESTEVEN LOCAL DEVELOPMENT FRAMEWORK (LDF)

- 3.1 The South Kesteven Local Plan was adopted in April 1995, and covered a plan period of 1991 to 2001. A review of the Local Plan commenced in 2001 with the publication of the South Kesteven Local Plan 2001 – 2011, First Stage Deposit. However, in response to the Government's proposals to revise the planning system, and on the advice of the Government Office for the East Midlands (GOEM) the Council has taken a decision not to progress this review any further, but instead to move directly to the preparation of a Local Development Framework (LDF). The First deposit version of the Local Plan Review (January 2002) has therefore be withdrawn.
- 3.2 Initially the South Kesteven LDF will be prepared in accordance with the strategic policy context provided by the East Midlands Regional Planning Guidance (RPG8) and the emerging Lincolnshire Structure Plan (Deposit April 2004 and Proposed Changes February 2005). However changes brought about by the new Act will eventually lead to the abolition of the Structure Plan. Regional Guidance in the form of a Regional Spatial Strategy (RSS) will be developed to replace the Structure Plan policy context. The documents which form the LDF will be reviewed and updated in accordance with the RSS when it is prepared and adopted.
- 3.3 As the LDF is not a single document, it can develop and change over time as new documents are added, replaced or reviewed. Individual timetables for the preparation and adoption of each

document in the LDF are proposed. These timetables will ensure that a complete policy framework for the district is in place by 2009. However additional documents may be added to the LDF and existing documents may be reviewed after this time. To maintain planning policy coverage for the District in the meantime policies in the Adopted South Kesteven Local Plan (1995) will be saved and replaced on a rolling programme as LDDs are adopted. A combination of saved policies and newly adopted LDDs will ensure that a full spatial planning framework for the District is in place by March 2007. This will mean that a number of policies within the South Kesteven Local Plan (Adopted 1995) will be saved for more than the automatic three years allowed by the Act.

4. **LOCAL DEVELOPMENT DOCUMENTS (LDDs) will comprise:**

4.1 **A STATEMENT OF COMMUNITY INVOLVEMENT (SCI)**, must be prepared by the District Council as part of the LDF process. This document will set out the standards which the planning authority intend to achieve in relation to involving the community in the preparation, alteration and continuing review of all local development documents and in significant development control decisions. It will be prepared in accordance with the Council's main Consultation Strategy, utilising Local Area Assemblies as the main vehicle for community engagement. The SCI will also show how the local planning authority intends to achieve these standards included. The Statement of Community Involvement will not be a development plan document but will be subject to public consultation and independent examination. A consultation statement showing how the local planning authority has complied with its Statement of Community Involvement will be required for all local development documents.

4.2 **DEVELOPMENT PLAN DOCUMENTS (DPDs)**. These will be spatial planning documents which provide the policy framework for development within the district. These documents should be subject to community consultation in accordance with the requirements of the SCI and will be subject to independent examination. There will be a right for those making representations seeking change to be heard at an independent examination. DPDs may cover a range of policy areas, a single subject or geographic area. Individual development plan documents or coherent parts of a single development plan document will be able to be reviewed independently from other development plan documents.

4.3 The Development Plan Documents that the District Council must prepare includes:

- **A Core Strategy** which will set out the long term spatial vision for the Council's area and the strategic policies and proposals necessary to deliver that vision. It will contain a set of primary

policies for delivering the core strategy and may include broad locations for development to be set out in a 'key diagram'. This document may also include affordable housing policies and some generic, criteria based policies which will be used to ensure that all development within the area meets the vision and policies set out within the core strategy

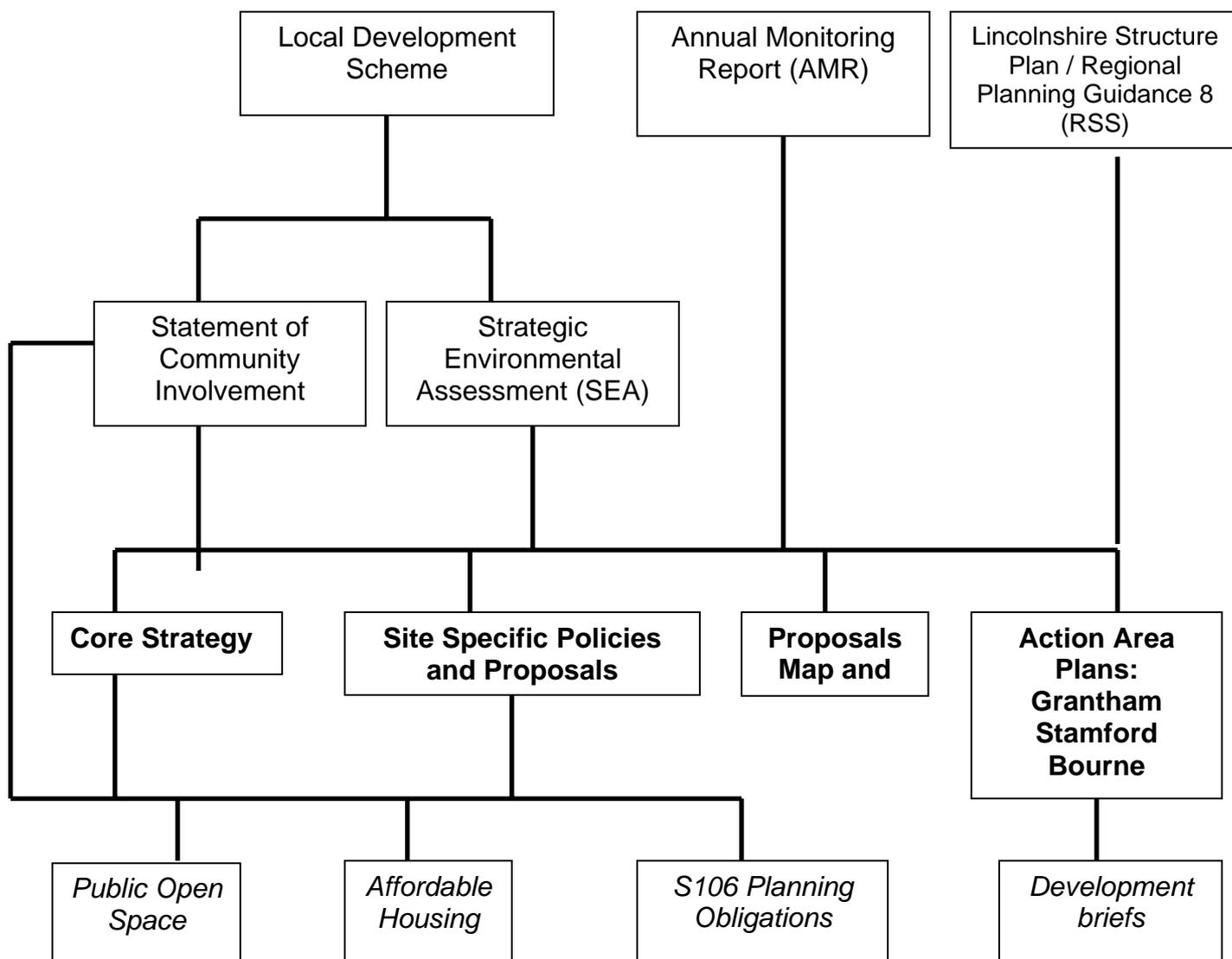
- **Site Specific Allocations and Policies** which will include the designation of sites for development and policies identifying any particular requirements for individual proposals. In particular this document will include policies and proposals for housing and employment development. .
- **Area Action Plans** will be prepared for the three towns of Grantham, Stamford and Bourne. These documents will be used to provide a detailed planning framework for the proposed areas of change and areas of conservation.
- **A Proposals Map** (with Inset Maps, where necessary) which will illustrate, on an Ordnance Survey Map, the policies and proposals included in the LDD's. It will identify areas of protection and define sites for particular future use and / or development and the areas to which specific policies apply. It will also identify areas covered in Inset Maps. **Inset Maps** may be used to show the proposals which effect certain parts of the district, such as the policies and proposals for Area Action Plans.

4.4 In terms of status, Development Plan Documents (DPDs) have full statutory weight – called development plan status – for making decisions on planning applications, and are subject to external testing (examination) by an Inspector.

- 4.5 **SUPPLEMENTARY PLANNING DOCUMENTS (SPDs)** covering a wide range of issues on which the District Council wishes to provide additional policy guidance to supplement specific policies and proposals in development plan documents will also be prepared. They will not form part of the development plan or be subject to independent examination, although they will need to be subject to community consultation in accordance with the requirements of the SCI. At this stage it is expected that three SPD's will be prepared to cover the following topics: Affordable Housing; S106 Obligations; and Public Open Space and Children's Play Areas. SPDs must relate to an adopted policy within a DPD. All three of the proposed SPD will expand upon parent policies included within the Core Strategy and the Site Specific Allocation DPD. Preparation of these SPD will run alongside the preparation of the parent policies, however the SPD will not be formally adopted until after the parent policy documents has been adopted.
- 4.6 Supplementary Planning Documents (SPDs) are not subject to external examination and do not therefore have full development plan status. However, they will be taken into account in decisions on planning applications. SPDs must therefore be prepared following robust procedures, including community engagement, in accordance with the requirements of the SCI.

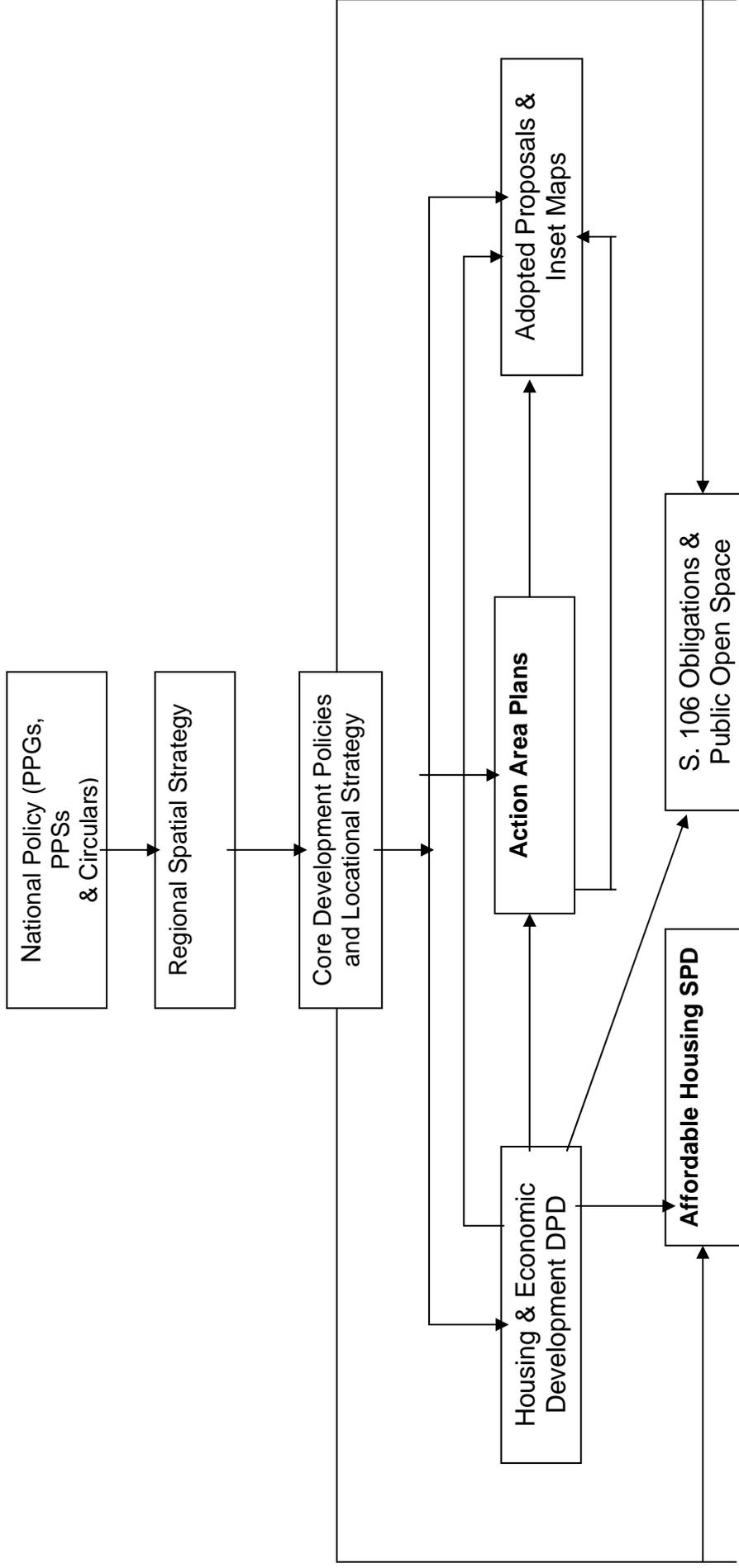
4.7 The flow diagram below summarises the main LDDs proposed and how these relate to each other and to the Lincolnshire Structure Plan and East Midlands Regional Planning Guidance (RPG8).

Figure 1: Relationship of documents in the South Kesteven Local Development Framework



4.8 **Chain of Conformity** - It is essential that documents within the LDF are in conformity with national and regional planning guidance, provided by the RSS and PPGs, PPSs and circulars. In addition it is important that documents within the framework conform with each other. Figure 2. below outlines the chain of conformity between the documents proposed for inclusion in the South Kesteven LDF.

Figure 2: Chain of Conformity



Appendix A sets out a schedule of the proposed local development documents the District Council intends to produce over the next 3 years, their role, the Saved Policies which they will replace and their position in the chain of conformity, together with an indication of key milestones in the preparation process.

Appendix B sets out the overall timetable for the production of the proposed local development documents.

Appendix C contains a profile and the role of each proposed local development document.

5. PLAN PERIOD

- 5.1 It is intended that the LDF will cover the period to 2021, to match the period of the emerging Lincolnshire Structure Plan and the Regional Planning Guidance (RPG) for the East Midlands. However, this may not be practical or realistic for all issues, particularly where new information and trends are expected. The relevant period for policies will therefore be identified in individual LDF documents.

6. RELATIONSHIP WITH EXISTING LOCAL PLAN – SAVED POLICIES

- 6.1 The LDDs proposed in this LDS will provide a new planning policy framework that will replace the existing South Kesteven Local Plan, which was adopted in April 1995. Until the new LDDs (in particular the Core Strategy and the Site Specific Policies) are adopted, the existing Local Plan will remain of relevance as a planning framework for making planning decisions, including determining planning applications. The Council is therefore “saving” the existing Local Plan in its entirety for the period while the DPDs are under preparation. The “saving” covers all the policies in adopted Local Plan, however it is acknowledged that a number of policies and proposals within the plan are out of date. A schedule will be prepared which identifies which saved policies have been superseded by national and regional guidance.
- 6.2 “Saved” policies can remain of relevance to planning decisions for up to three years after commencement of the Act, however they will be formally superseded by the adoption of one or more DPDs. Appendix A shows which saved policies will be replaced by each DPD. If preparation of one or more of the DPDs is delayed the Council will need to consider whether it is necessary to formally extend the “saved” period for policies beyond the initial 3 year period.

6.3 Existing Supplementary Planning Guidance (SPG) will also continue to be relevant to planning decisions provided that it is linked to a “saved” Local Plan policy. South Kesteven has adopted the following documents as Supplementary Planning Guidance (SPG):

- Backland Development
- Garden Extensions
- Bourne Core Area SPG
- Bath Road, Stamford SPG
- Shop Front Guide for Grantham
- Shop Front Guide for Stamford

In addition the following Village Design Statements have been adopted by the Council as SPG:

- Rippingale
- Folkingham
- Harlaxton (Adopted as a Position Statement)

6.4 It will not be possible to transfer saved SPG directly into the LDF. Therefore when “saved” policies are replaced by new DPDs, the Council will need to consider whether and how guidance in an existing SPG is transferred to the new system. This will be done by either preparing a new Supplementary Planning Document (SPD) or by including the guidance in the new DPD.

7. **PRODUCTION STAGES FOR DEVELOPMENT PLAN DOCUMENTS**

7.1 There will be four main stages of development plan document preparation as set out below, Appendix C contains a proforma for each LDD to be prepared summarising the timetable for each of the key milestone stages:

7.2 The **Pre-Production and Survey Stage (including consultation on Issues)** will involve the District Council in the collection of necessary data to develop a robust evidence base for the plan identifying, with the help of the local community and others (including developers and land-owners), the opportunities, constraints and issues for the area, including the location of future growth and development.

7.3 The **Production Stage (including pre-submission and submission consultation stages)** will involve developing, with the local community and others, the vision, objectives and spatial options for the plan. The District Council will then publish the preferred options and proposals in a report to be supplemented by an Initial Sustainability Appraisal / Strategic Environmental Assessment and invite comments over a specified period of 6 weeks. Following consideration of the

representations received, the Council will prepare the development plan document to be submitted for independent examination, along with the final Sustainability Appraisal / Strategic Environmental Assessment and invite representations to be made within a further 6 weeks.

7.4 **Examination** will take place in public by an independent inspector of the 'soundness' of the development plan document (in terms of its content and whether the correct process and procedures have been followed) and the representations received. The Inspector's report produced following the Examination will be binding upon the Council. This means that the Council must incorporate the Inspector's decisions within the adopted LDD.

7.5 **Adoption** and entry of the development plan document into the local development framework will follow receipt of the Inspector's report.

8. SUSTAINABILITY APPRAISAL AND STRATEGIC ENVIRONMENTAL ASSESSMENT (SA/SEA)

8.1 Under the new system, all policies and proposals in development plan documents will be subject to a **Sustainability Appraisal (SA)** to assess their impacts on environmental, social and economic aspects of sustainability. The Sustainability Appraisal must also meet the legal requirements of the European Directive on **Strategic Environmental Assessment (SEA)** to ensure that they reflect sustainable development principles. These principles, which are set out in the Government report 'A Better Quality of Life,' seek to maintain high and stable levels of economic growth; achieve social progress which recognises the needs of everyone; and, at the same time, secure effective protection of the environment and the prudent use of natural resources.

8.3 The SA/SEA of South Kesteven District Council will be undertaken as an integral part of preparing the LDDs. The Council will publish the results at 2 key stages:

- an Initial SA/SEA report to accompany the Pre-submission consultation on preferred options; and
- a Final SA/SEA Report which will be submitted with the DPD(s) for examination

9. PRODUCTION ARRANGEMENTS

Resources

9.1 The Council has considered the resources likely to be needed to prepare the documents that form the LDF. The existing Planning Policy team comprises 4 members of staff with varying

skills and experience. Whilst changes within the team cannot be predicted it is assumed that this size of team should be sufficient to meet most of the staffing resources required. It is recognised, however that certain specialised areas of work may need to be put out to consultants and provision for this has been made within the LDF budget. Budget provision has also been made to allow for the use of temporary or consultancy staff to “fill” any gaps in in-house staffing which may arise through the next three years. Use will also be made of the full range of skills and experience available within the Council as a whole, for example technical skills, consultation experience and utilising existing consultation networks.

Risk Assessment

- 9.2 When programming work for a three year period there is a degree of risk and uncertainty involved. Whilst the timetable shown at Appendix B is considered achievable in light of current resources, including officer levels and abilities, this situation may change during the three year period. A small amount of flexibility has been built into the timetable to allow for unexpected events and slippage, however if it becomes apparent that the programme cannot be achieved, as set out, contingency plans will be put in place. These may include the use of temporary or contracted staff for certain documents or elements of the process, or it may mean a need to review the programme by delaying the preparation of one or more LDDs. Where this occurs the Councils priority will be to ensure the production of Development Plan Documents over and above the preparation of Supplementary Planning Documents. Annual monitoring of progress will be undertaken which will lead to the review and updating of the LDS. A revised LDS will be prepared and published at the end of each year.

Internal Organisation and Responsibilities

- 9.3 South Kesteven District Council will be the lead organisation for the preparation of the DPDs. The majority of the work will be undertaken by the planning policy team in close liaison with other sections, as appropriate to the subject and issues included. In particular it is expected that there will be close liaison with officers responsible for implementing policies and objective, with those responsible for the Community Strategy and with those working closely with stakeholders and community groups. In addition it is expected that work on the three Action Area Plans will be driven by the work of the three Town Centre Management Partnerships (TCMPs).
- 9.4 To ensure an efficient and effective production process the Council has established a LDF Advisory Group to consider the details of policy preparation and community involvement, this will be a non-decision making consultative panel. The Council’s cabinet will ultimately make decisions on policies and proposals. An internal officer panel has also been established to

ensure that the documents are prepared in accordance with the aims and objectives of other Council strategies and programmes.

- 9.5 At this stage the Council does not believe it would be appropriate to prepare any of the LDF documents jointly with neighbouring authorities. However through the Council's membership of the Welland partnership, and in liaison with neighbouring authorities within Lincolnshire it is likely that a number of issues will be discussed and considered jointly through the respective planning policy officers forums.
- 9.6 It is acknowledged that benefits can be derived from working jointly with neighbouring authorities to achieve objectives; this kind of joint working has already been explored and will be considered at various stages throughout the process. An example of how this joint working and pooling of ideas may be effective is in the SEA/SA process. A joint training session on SEA/SA has already taken place within the Welland partnership; consideration is now being given to the possibility of jointly funding consultants to undertake part of this work on our behalves. In the future it may become apparent that jointly prepared SPD could also be prepared and added to the LDF.

Involving the Community

- 9.5 Community Involvement will be a key part of the preparation of documents in the LDF. The Statement of Community Involvement will be one of the first documents to be prepared and adopted. This document will clearly demonstrate how and when the Council intends to involve the community and will give a commitment to involving the community in the early stages of policy preparation. Existing consultation forums will be utilised to achieve early involvement, in particular the six Local Area Assemblies will be used as the starting point for disseminating information and encouraging involvement. The Council has already set up a database of contact details for interested parties, this database will be expanded as more individuals and organisations register their interest and desire to be involved in the process. It is intended that though this database consultation can be targeted and focused on those individuals and groups interested in particular documents and on specific issues.

10. BACKGROUND STUDIES

10.1 A range of background work needs to be undertaken to provide a robust evidence base for the proposals and policies included within the LDF.

10.2 In preparing Development Plan Documents the District Council will have regard to:

- National policies and guidance (PPGs PPSs circulars and good practice guides).

- The Lincolnshire Structure Plan and the Regional Spatial Strategy for the East Midlands and the Regional Spatial Strategy for the adjoining Region of East Anglia.
 - The District Council's Community Strategy as it applies to the area covered by the Development Plan Document.
 - Any other Local Development Document and relevant strategies adopted by the Council.
- 10.3 In addition as part of the pre-production and survey stage of the development plan process the District Council has already carried out, or is in the process of reviewing and updating the following background studies which will be made public and used to inform future LDDs:
- 10.4 Whilst a number of these background documents have already been completed or are expected, the Council may prepare and publish others in the course of preparing LDDs. An updated list of background documents will be contained in the Annual Monitoring Reports.
- 10.5 Background Documents that have been completed are :
- **An Affordable Housing Need Study** to identify the level, type and locations of need for the provision of affordable housing. This will be used to justify a requirement for provision of affordable housing on both private development schemes and on rural exception sites.
 - **A Flood Risk Assessment Study** undertaken to identify the level of flood risk for a number of sites which may be considered for allocation, in accordance with the requirements of PPG25.
 - **A Retail Study** to identify the need and capacity within the four towns for new retail development with a view to identifying whether retail sites need to be identified to preparing policies to control retail proposals.
- 10.6 Background Documents which are being prepared or updated:
- **An Urban Capacity Study** to identify the amount of previously developed land which may come forward for development during the plan period, and the capacity on these sites over five year periods. Consultation on this document began in March 2005.
 - **An Open Space and Recreational Land (including allotments) Study** to identify the amount, level of use, and deficiencies / oversupply of public opens space and allotments with a view to protecting, reviewing alternative uses and justifying the requirement for additional open space provision as part of development schemes.
 - **The Local Transport Plan** Prepared by Lincolnshire County Council in liaison with the district councils this plan sets out the transport priorities for a 5 year period, including a programme for improvements, new schemes and accident prevention measures.

- **The South Kesteven Community Strategy** prepared by the South Kesteven Local Strategic Partnership this is currently being reviewed. The community strategy sets out priority actions for achieving the economic, social and environmental improvement of the area.
- **The Housing Strategy** prepared by the district council in close liaison with the Regional Assembly, this document sets out priorities and targets for the provision of social housing.
- **An Employment Land Study** to identify the amount of employment development which has already taken place and / or which has planning permission in the district together with an assessment of the level of need and demand for land buildings. Being prepared in tandem with the Council's economic development officer.
- **Housing Needs and Market Assessment Study** A brief for tender for this element of a wide ranging Housing stock condition, need and assessment is being prepared with a view to the final report being submitted to the Council in October 2005. Once finalised this study will replace the Affordable Housing Need Study referred to in 10.5 above

11 MONITORING AND REVIEW

- 11.1 The District Council will monitor the LDS on an annual basis. Annual Monitoring Reports (AMRs) will be prepared for the Council's Executive and made available for submission to the Secretary of State. This monitoring process will assess whether the preparation programme for the local development documents as set out in this local development scheme is being met. Where the programme for the LDF is not being achieved, the Council will give its reasons why, and what actions it proposes to take to address the situation, including an updated LDS, with an updated list of background documents.
- 11.2 The District Council will also keep under review all matters which may affect development of the area, and will monitor the extent to which the policies in the local development documents are being achieved. Whilst monitoring of certain quantitative matters such as housing completions is ongoing, the monitoring of other key indicators will be undertaken at prescribed periods through the year. The results of this monitoring will also be included within the Annual Monitoring Report and will be used to inform the review of policies and proposals included within the LDDs.

Appendix A

Documents Title	Status	Subject matter	Saved policies it replaces	Chain of conformity	Consult on Issues	Pre-submission consultation	Submit to Secretary of State	Proposed date for adoption
Statement of Community Involvement		Sets commitment to community involvement in the process. Identifying how, when and why community will be involved	None	Regulations PPS12 and companion guide		April / May 2005	Sept / Oct 2005	March 2006
Core principles of development and location strategy	DPD	Sets vision, objectives and spatial strategy for achieving sustainable development including policies on Affordable Housing and Development Principles	H5 - H13, E6-E11, S1,S8, S9, EN1 – EN11, AG1 – AG3, C1 – C13, REC1,- REC11, T1,T3, T4	PPGs, PPSs, EMRSS	May / June 2006	Jan / Feb 2006	July / Aug 2006	August 2007
Housing and Economic Development policy document	DPD	Identifies strategy for meeting housing, employment and retail development needs, including identification of allocated sites.	H1-H10, H13, E1-E13, S1 – S7, EN9, AG2, AG3, REC3, REC4, T2	PPGs, PPSs, EMRSS and Core principles	May / June 2006	Jan / Feb 2006	July / Aug 2006	August 2007
Stamford Town Centre Action Area Plan	DPD	Detailed policies and proposals aimed at strengthening the town centre as a successful retail, business and leisure destination	H2, E2, T1, T2	EMRSS and Core principles and Housing and Economic development policies	Oct / Nov 2006	Jan 2007	June/ July 2007	April / May 2008
Grantham Town Centre Action Area Plan	DPD	Detailed policies and site proposals to strengthen Grantham's position as a sub-regional centre.	H1, E1, REC9, T1, T2	EMRSS and Core principles and Housing and Economic development policies	Jan / Feb 2006	Nov / Dec 2006	Aug / Sept 2007	June 2008
Bourne Town Centre Action Area Plan	DPD	Detailed policies and proposals aimed at strengthening the town centre as a successful retail, business and leisure destination	H3, E3, T1, T2	EMRSS and Core principles and Housing and Economic development policies	Nov / Dec 2006	Aug / Sept 2007	May / June 2008	March 2009
Affordable Housing	SPD	Provides guidance on the provision of affordable housing.	H8, H9	Conformity with and supplementary to Core principles and Housing and Economic Development policies		Nov / Dec 2006		Aug 2007
S106. Planning Obligations	SPD	Provides guidance on the content of		Conformity with and supplementary to		May / June 2007		Feb 2008

Public Open Space and Children's Play Areas	SPD	S106 obligations which may be required in association with developments. Sets out the standards and justification for the provision of POS within proposed residential developments	REC2 – REC5	Core principles and Housing and Economic development policies	May / June 2007	Feb 2008	
Adopted Proposals Map and Insets	DPD	Provides up-to-date mapped illustration of adopted policies.	All	Conformity with and supplementary to Core principles and Housing and Economic development policies	To be up dated when each new LDD is adopted to ensure it remains in conformity and shows all area based adopted polices.		

Appendix C

Profile of Proposed Local Development Document

Title	Statement of Community Involvement
Subject Matter	Sets out how, when and why we will involve the community in the preparation of all documents in the LDF
Geographical Area Covered	South Kesteven District
Status	Local Development Document
Chain of Conformity	N/A
Timetable	
Pre-production scoping	February / March 2005
Pre- submission Consultation (6 weeks)	April 2005
Submit to Secretary of State	September 2005
Public consultation on submission document (6 weeks)	September 2005
Pre Examination consideration of representation	November 2005
Examination	December 2006
Receipt of Inspectors binding report	January 2006
Adoption and publication	February 2008
Lead Authority	South Kesteven District Council
Management arrangements	LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants.
Community Involvement	At all stages

Title	Core Principles of Development and Location Strategy
Subject Matter	Sets vision, objectives and spatial strategy for achieving sustainable development. Includes policies for Affordable Housing provision and Development Principles
Geographical Area Covered	South Kesteven District
Status	Development Plan Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy
Timetable	
Pre-production / survey completed included SEA/SA baseline data	April 2005
Consult on Issues	May / June 2005
SA/SEA identify and test alternatives	September 2005
Consultation on Preferred Options (Pre-submission consultation)	Jan / Feb2005
Consider Representations and prepare document for submission	March – July 2006
Submit to Secretary of State	July 2006
Public consultation on submission document (6 weeks)	July 2006
Pre Examination consideration of representation	September 2006
Examination	January 2007
Receipt of Inspectors binding report	May 2007
Adoption and publication	Aug 2007
Lead Authority	South Kesteven District Council
Management arrangements	LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical studies eg: SA/SEA
Community Involvement	In accordance with the Councils SCI

Title	Housing and Economic development policy document
Subject Matter	Sets out the strategy for meeting housing, employment and retail development needs, including the identification of allocated sites.
Geographical Area Covered	South Kesteven District
Status	Development Plan Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy, and Core principles of Development and Location Strategy
Timetable	
Pre-production / survey completed included SEA/SA baseline data	April 2005
Consult on Issues	May / June 2005
SA/SEA identify and test alternatives	September 2005
Consultation on Preferred Options (Pre-submission consultation)	Jan / Feb 2006
Consider Representations and prepare document for submission	March 2006 – July 2006
Submit to Secretary of State	July 2006
Public consultation on submission document (6 weeks)	July 2006
Pre Examination consideration of representation	September 2006
Further Consultation on site suggested (6 weeks)	October 2006
Examination	February 2007
Receipt of Inspectors binding report	June 2007
Adoption and publication	August 2007
Lead Authority	South Kesteven District Council
Management arrangements	LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical studies eg: SA/SEA
Community Involvement	In accordance with the Councils SCI

Title	Stamford Town Centre Action Area Plan
Subject Matter	Detailed policies and proposals aimed at strengthening the town centre as a successful retail, business and leisure destination
Geographical Area Covered	Stamford Town Centre
Status	Development Plan Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy, Core Principles of development and location strategy, Housing and Economic Development Policy Document
Timetable	
Pre-production / survey completed included SEA/SA baseline data	November 2005
Consult on Issues	Jan / Feb 2006
SA/SEA identify and test alternatives	Summer 2006
Consultation on Preferred Options (Pre-submission consultation)	Nov / Dec 2007
Consider Representations and prepare document for submission	January / 2007
Submit to Secretary of State	August 2007
Public consultation on submission document (6 weeks)	August 2007
Pre Examination consideration of representation	October 2007
Examination	February 2008
Receipt of Inspectors binding report	April 2008
Adoption and publication	June 2008
Lead Authority	South Kesteven District Council
Management arrangements	Town Centre Management Partnership, LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical studies
Community Involvement	In accordance with the Councils SCI

Title	Grantham Town Centre Action Area Plan
Subject Matter	Detailed policies and proposals aimed at strengthening the role of Grantham as a sub-regional centre and therefore as a successful retail, business and leisure destination
Geographical Area Covered	Grantham Town Centre
Status	Development Plan Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy, Core Principles of development and location strategy, Housing and Economic Development Policy Document
Timetable	
Pre-production / survey completed included SEA/SA baseline data	November 2005
Consult on Issues	Jan / Feb 2006
SA/SEA identify and test alternatives	Summer 2006
Consultation on Preferred Options (Pre-submission consultation)	Nov / Dec 2007
Consider Representations and prepare document for submission	January / June 2007
Submit to Secretary of State	August 2007
Public consultation on submission document (6 weeks)	August 2007
Pre Examination consideration of representation	October 2007
Examination	February 2007
Receipt of Inspectors binding report	April 2008
Adoption and publication	June 2008
Lead Authority	South Kesteven District Council
Management arrangements	Town Centre Management Partnership, LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical studies
Community Involvement	In accordance with the Councils SCI

Title	Bourne Town Centre Action Area Plan
Subject Matter	Detailed policies and proposals aimed at strengthening the town centre as a successful retail, business and leisure destination
Geographical Area Covered	Bourne town centre
Status	Development Plan Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy, Core Principles of development and location strategy, Housing and Economic Development Policy Document
Timetable	
Pre-production / survey completed included SEA/SA baseline data	July 2006
Consult on Issues	Nov / Dec 2006
SA/SEA identify and test alternatives	Spring 2007
Consultation on Preferred Options (Pre-submission consultation)	August 2007
Consider Representations and prepare document for submission	Spring 2008
Submit to Secretary of State	May 2008
Public consultation on submission document (6 weeks)	May 2008
Pre Examination consideration of representation	July 2008
Examination	November 2008
Receipt of Inspectors binding report	January 2009
Adoption and publication	March 2009
Lead Authority	South Kesteven District Council
Management arrangements	Town Centre Management Partnership, LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical studies eg: SA/SEA
Community Involvement	In accordance with the Councils SCI

Title	Affordable Housing
Subject Matter	Provides guidance on the provision of affordable housing
Geographical Area Covered	South Kesteven District
Status	Supplementary Planning Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy, Core Principles of development and location strategy, Housing and Economic Development Policy Document
Timetable	
Start preparing draft	October 2005
Consultation on draft document	November 2006
Consider Representations and prepare document	Spring 2007
Public consultation on council approved document	July 2007
Adoption and publication	August 2007
Lead Authority	South Kesteven District Council
Management arrangements	LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical
Community Involvement	In accordance with the Councils SCI

Title	S.106 Planning Obligations
Subject Matter	Provides guidance on the provision of the contents of S106 obligations which may be required in association with developments.
Geographical Area Covered	South Kesteven District
Status	Supplementary Planning Document
Chain of Conformity	National Policy (PPG, PPSs), Regional Spatial Strategy, Core Principles of development and location strategy, Housing and Economic Development Policy Document
Timetable	
Begin preparing draft	March 2006
Consultation on draft document	May 2007
Consider Representations and prepare document	August / November 2007
Adoption and publication	February 2008
Lead Authority	South Kesteven District Council
Management arrangements	LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical
Community Involvement	In accordance with the Councils SCI

Title	Public Open Space and Children's Play Area
Subject Matter	Sets out the standards and justification for the provision of POS within proposed residential developments
Geographical Area Covered Status	South Kesteven District Supplementary Planning Document
Chain of Conformity	National Policy (PPG, PPS'), Regional Spatial Strategy, Core Principles of development and location strategy, Housing and Economic Development Policy Document
Timetable	
Begin preparing draft	March 2006
Consultation on draft document	May 2007
Consider Representations and prepare document	August / November 2007
Adoption and publication	February 2008
Lead Authority	South Kesteven District Council
Management arrangements	LDF Advisory Group, Officer Liaison Group with Cabinet approval
Resources required	Maximise use of internal resources, supplemented where necessary with external consultants for specialised/technical
Community Involvement	In accordance with the Councils SCI

Appendix D

Explanation of Terminology used

AAP Area Action Plan

These Plans will focus upon implementation, providing an important mechanism for ensuring development of an appropriate, scale, mix and quality for key areas of opportunity, change or conservation.

AMR Annual Monitoring Report

Authorities are required to produce AMRs to assess the implementation of the LDS and the extent to which policies in LDDs are being achieved.

DPD Development Plan Document

The documents that a local planning authority must prepare and which have to be subject to rigorous procedures of community involvement, consultation and independent examination. Should include the following elements:

- **Core Strategy** (sets out the general principles of where and when development will be acceptable)
- **Site Specific Allocations of Land;**
- **Area Action Plans** (where needed); and
- **Proposals Map** (with inset maps illustrating where policies and proposals apply, where necessary)

LDF Local Development Framework

The LDF will contain a portfolio of LDDs, which will provide the local planning authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development of land.

LDD Local Development Document

LDDs will comprise of Development Plan Documents (DPDs), Supplementary Planning Documents (SPDs), Statement of Community Involvement (SCI), and the Strategic Environmental Assessment (SEA) / Sustainability Appraisal (SA)

LDS Local Development Scheme

The LDS sets out the programme for preparing the LDDs, it is a public statement setting out which documents will make up the Local Development Framework and when they will be produced.

PPS Planning Policy Statement

Government statements of national planning policy, being phased in to supersede Planning Policy Guidance Notes (PPGs).

RSS Regional Spatial Strategy

The RSS, incorporating a Regional Transport Strategy, provides a spatial framework to inform the preparation of local development documents, local transport plans and regional and sub-regional strategies and programmes that have a bearing on land-use activities.

SA Sustainability Appraisal Assessment of the social, economic, and environmental impacts of the policies and proposals contained within the LDF

SCI Statement of Community Involvement

Document explaining to stakeholders and the community, how and when they will be involved in the preparation of the LDF and the steps that will be taken to facilitate this involvement.

SEA Strategic Environmental Assessment

Assessment of the environmental impacts of the policies and proposals contained within the LDF

SPD Supplementary Planning Document

SPDs are intended to elaborate upon policy and proposals in DPDs but do not have their status. The documents will provide additional and supporting detail for policies and proposals, where necessary. The community will be consulted on their content however, these documents will not be subject to independent scrutiny.

C:\Documents and Settings\RACHEL ARMSTRONG\My Documents\LDS stuff\Draft 2004 documents\Draft LDS as appendix to 24th Nov report.doc

SMALL BUSINESS UNITS WORKING GROUP

Notes of meeting – 4th November 2005

Present: Councillors Helyar and Joynson

Also Present: Neil Cuttell Team Leader Economic Development
 Anthony Hardy Community Economic Development officer

 Paul Morrison Scrutiny Officer

The Group convened at 10.30am at Deepings Community Centre for a brief meeting followed by visits to sites in the Deepings, Tallington and Stamford.

The Meeting

The Group considered the sites that were to be visited. Northfields was a 12 acre site, the purchase of which was almost complete. SKDC could be either an equity or stakeholder partner, the merits of each were outlined. It was suggested that LCC be informed that SKDCs view is that part of the site should be reserved for small business units. In view of the numbers who commute to Peterborough and London from the Deepings 8 small units would be useful. Perhaps S.106 powers could be used to force developers to provide them.

Neil Cuttell suggested that public sector ie SKDC intervention was needed in order to promote industrial development of the kind the Group was seeking, the Council would also have to be careful about what sort of businesses were located in the units.

The Group was advised of the progress being made with the development of a Deepings Town Centre Management Partnership, it was suggested that there should be a mini stakeholder conference in the Deepings to discuss the development of the Deepings in a holistic way. It also was suggested that the Deepings has suffered from piecemeal development in the past and was often considered as two parishes rather than a whole entity. A parish plan and a vision for the whole area was needed, as existed in Stamford.

Paul Morrison reminded the Group that it had been set up to examine the feasibility of SKDC providing small starter-type industrial units in the District. The Group had visited sites in Grantham and Bourne and would shortly be looking at sites in the Deepings, Tallington and Stamford. Once these site visits had been completed the Group should meet in order to compile and finalise its report to the Economic DSP. Mr Morrison advised that there should be an initial “brain storming” session, the report would be drafted following this session and the report could then be finalised at a further meeting.

The site visits - Deepings

The first site visited was to the former Concrete Site at Spalding Road Deeping St James (near Frognall). Planning permission for housing on this site had been refused. The site was known to be contaminated with asbestos. As it was a brownfield site, Government may support its development.

Action Point: Anthony Hardy to investigate planning history of site and ownership. Group to then consider further.

The Group noted in passing the Park Air systems site, a flagship development, and the Latchfield road site which was earmarked for housing development. The small business units on Stirling Way were also noted.

Beyond Park Air systems was the Northfield site. This was a greenfield site considered by the Group to be suitable for the provision of some small business units. Ampey wished to relocate to half of the site.

Action Point: investigate whether all the utilities are in place on this site – gas, electric and broadband are needed.

It was suggested that there may be a downturn in residential development in the next 6-10 years.

Site visits – Tallington

The Group visited this site which was tidy, well located and secure, being shielded from the road. Most of the units here were of an industrial nature.

Site visits – Stamford

The Group visited sites at Uffington Road, Ryhall Road, Meadow View and Cherry Holt Road. It was noted that much land in Stamford was owned by the Burghley Trust.

A meeting then took place with Mr Egerton Gillman at the Gillman premises. Mr Gillman outlined plans for a Stamford Eastern relief road and the rest of the site, there followed a tour of the site. It was considered to be underused with great potential for development. Mr Gillman said that he would be happy to show the site to other councillors.

A further visit was made to the Brownlow Street site which was in need of tidying up.

Action Point: Encourage all councillors to visit the Gillman site in order to see for themselves its potential.

Economic DSP - Performance Monitoring 2005/06

Those indicators with a number in the PI column are from the Government's Best Value Performance Indicators suite used by many Councils. The remaining indicators are local to SKDC and may be relatively simple measures/indicators only. The reader is asked therefore to exercise an element of caution when interpreting any data attached to them.

Key: C=cumulative; A=average; N=number; %=percentage; CA=cumulative average; Q=quarterly; blank=monthly

PI	SKDC Priority Area and PI Description	IND Type	Reporting	2004/05 SKDC Outturn	2003/04 Upper Quartile	2005/06 SKDC Target	April	May	June	July	August	Sept	Are We Improving Yr on Yr?	2006/07 SKDC Targets	2007/08 SKDC Targets
	TOWN CENTRE DEVELOPMENT Priority A														
Local	Score against checklist to make Grantham a performing SRC	%	Q			60%			57.64%			64%	N/A	65%	70%
Local	No. of new retail units in town centres	%	Q			4			2			2	N/A	4	4
Local	No. of vacant retail units as a % on NDR list	%	Q			9%			8.6%			9%	N/A	8.5%	8%
	BUSINESS DEVELOPMENT Priority B														
Local	No. of VAT registered businesses in district	N	Q			4400			4390*			4385*	N/A	4425	4500
	PLANNING & CONSERVATION Priority B														
109a	Planning major applications determined within 13 weeks	CA		63.16%	63.58%	65%	75%	80.95%	79.31%	69.70%	69.23%	70%	Y	70%	70%
109b	Planning minor applications determined within 8 weeks	CA		74.88%	71%	75%	74.63%	77.19%	77.03%	76.30%	77.37%	79%	Y	78%	80%
109c	Planning other applications determined within 8 weeks	CA		84.14%	86%	85%	80%	83.41%	83.91%	84.95%	85.77%	87%	Y	86%	87%

DEVELOPMENT AND SCRUTINY PANELS (DSPs)
WORK PROGRAMME 2005/6
INTRODUCTION

This Work Programme is partly derived from the Cabinet's Forward Plan, but also contains items that have been brought forward by the DSPs themselves. Such items are in italics.

Where the item has appeared on the Forward Plan, the anticipated date of the key decision is listed in the second column. The third column shows the last available date that the full DSP can consider this item before the key decision is due to be taken (unless a special meeting is called). This does NOT necessarily mean that the item will appear on the DSP agenda, this will only happen if this is requested by the Chairman or members of the DSP. There will also be instances where there is no DSP meeting before a decision is due to be taken; in these cases the next meeting date after the decision date is shown.

As Cabinet meets monthly and the DSPs meet bi-monthly it is not possible within the current timetable of meetings for the DSPs to consider every single Cabinet or Cabinet Member decision. Scrutiny members are therefore encouraged to read this Work Programme and bring forward items for consideration where they think that an item should be considered by the DSP.

ECONOMIC DSP

<u>ISSUES FOR CONSIDERATION</u>	<u>DATE OF KEY DECISION</u> <u>(IF APPROPRIATE)</u>	<u>DSP MEETING</u>
<i>Small Business Units</i>	N/A	<i>Working Group appointed, programme of site visits underway</i>
<i>Grantham Canal Basin</i>	N/A	<i>Working Group appointed, last meeting 30.6</i>

**DEVELOPMENT AND SCRUTINY PANELS (DSPs)
WORK PROGRAMME 2005/6**

Grantham Rail Link	N/A		Working Group appointed, meeting 20.7
Markets	N/A		Six monthly review due 22.11.05
Local Development Framework	October 2005		22.11.05
Approve Final Urban Capacity Study	05.12.05		22.11.05
Approval of preferred options	Not before December 2005		22.11.05
SKDC enforcement policy – a generic enforcement policy for regulatory services	February 2006		31.01.06
Car Parking Charges – review of charges in Grantham and Stamford	07.11.05		22.11.05
Welham Street Grantham – to consider design and build for the new multi storey car park	December 2005		22.11.05