

# Local Development Scheme March 2025



**COTSWOLD**  
District Council

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## **1. Introduction**

- 1.1 This is the Cotswold District Council Local Development Scheme (LDS). It explains what planning policy documents the Council already has in place and what will be prepared during the three-year period March 2025 – April 2028. It also provides the timetable for producing these documents.
- 1.2 Cotswold District Council is producing a:
- Partial update of the adopted Cotswold District Local Plan (2011 to 2031) (the Partial Local Plan Update); and
  - A Development Strategy and Site Allocations Plan (2026 to 2046).
- 1.3 The Partial Local Plan Update and the Development Strategy and Site Allocations Plan cover different parts of the Local Plan. The aspiration is to combine the two Local Plan projects into a single Local Plan document at a late date. However, given changing national planning policies, the Council is progressing the two Local Plan projects separately at present.

## **2. Cotswold District Local Plan (2011 to 2031) – Partial Update**

- 2.1 The Cotswold District Local Plan (2011-31) was adopted on 3 August 2018. The plan carries full weight in the determination of planning applications, providing an overall framework for growth in the period up to 2031.
- 2.2 National planning policy requires policies in local plans to be reviewed to assess whether they need updating at least once every five years<sup>1</sup>. Policies should then be updated as necessary.
- 2.3 Cotswold District Council undertook a review of the adopted Local Plan in 2020, which concluded that a partial update of the adopted Local Plan (Partial Local Plan Update) is required to take account of new corporate objectives and other material considerations, such as the revised National Planning Policy Framework. This includes various new and updated Local Plan policies, with the primary aim of making the adopted Local Plan 'green to the core'.
- 2.4 The Council also reviewed its adopted housing requirement in August 2023, which found that the requirement did not need to be updated.
- 2.5 The adopted Local Plan policies will continue to be reviewed in future to determine whether they require updating.

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<sup>1</sup> Reviews at least every five years are a legal requirement for all local plans (Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012).

### **3. Cotswold District Local Plan (2026 - 2046) – Development Strategy and Site Allocations Plan**

- 3.1 In January 2024, the Council commenced a Development Strategy and Site Allocations Plan to proactively ensure the district continues to maintain a five year housing land supply<sup>2</sup> and pass the annual Housing Delivery Test<sup>3</sup> in future years. This includes a new Local Plan period that looks beyond 2031; new requirements for different types of development and supporting infrastructure; and a new strategy for how and where development will be located, including new development site allocations.

### **4. Community Infrastructure Levy (CIL)**

- 4.1 The Community Infrastructure Levy (CIL) is a charge that can be applied to new developments to help pay for supporting infrastructure. Most new development which creates net additional floor space of 100 square metres or more, or creates a new dwelling, is currently potentially liable for the levy.
- 4.2 The levy only applies in areas where a local authority has consulted on, and approved, a charging schedule which sets out its levy rates and has published the schedule on its website.
- 4.3 The Council adopted its CIL charging schedule in June 2019.
- 4.4 The Community Infrastructure Levy will be updated alongside the Development Strategy and Site Allocations Plan. The effect of the Council's partially updated Local Plan may also require the Council to update its existing CIL charging schedule because of new and or updated policies and viability evidence. A supplementary update will be added to the Local Development Scheme by the end of 2025.
- 4.5 The government's national planning practice policy guidance sets out how a charging schedule should be prepared. It explains a charging schedule is prepared and adopted as follows:
- a) the charging authority prepares its evidence base in order to prepare its draft levy rates, and collaborates with neighbouring / overlapping authorities (and other stakeholders);
  - b) the charging authority prepares and publishes a draft charging schedule for consultation;
  - c) representations are sought on the published draft;
  - d) the charging authority must take into account any representations made to it before submitting a draft charging schedule for examination;
  - e) an independent person (the "examiner") examines the charging schedule in public;

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<sup>2</sup> As required by National Planning Policy Framework (December 2024) paragraph 72

<sup>3</sup> As required by National Planning Policy Framework (December 2024) paragraph 79

- f) the examiner's recommendations are published;
- g) the charging authority has regard to the examiner's recommendations and reasons for them;
- h) the charging authority approves the charging schedule.

4.6 The 2019 Regulations removed the requirement to consult on a preliminary draft charging schedule. However, charging authorities can consult more than once where they consider it to be appropriate.

## **5. Supplementary Planning Documents**

5.1 Supplementary Planning Documents do not form part of the statutory development plan but are important material considerations in the determination of planning applications. Their main purpose is to elaborate on specific Local Plan policies and explain in more detail how those policies will operate.

5.2 Over the next three years the following Supplementary Planning Documents will be prepared.

- a) Cirencester Town Centre Framework Masterplan;
- b) Developer Contributions; and
- c) Affordable Housing.

5.3 The Cirencester Town Centre Masterplan Supplementary Planning Document will add detail to the Cirencester town centre strategy contained within the adopted Local Plan (which itself will be updated by the Partial Local Plan Update). This will help landowners and developers to bring sites forward in a comprehensive and coordinated manner.

5.4 The Developer Contributions Supplementary Planning Document will provide additional clarity on the use of Section 106 Agreements<sup>4</sup> and CIL. The project will align with the Gloucestershire Local Developer Guide, which is also under preparation.

5.5 An Affordable Housing Supplementary Planning Document will help applicants and case officers interpret how the Local Plan's affordable housing policies are applied, as well as sign posting users to where the latest evidence is located.

5.6 Further information on the anticipated purpose, scope and timing of these documents is provided in Appendix 1.

5.7 Consideration will be given to producing further Supplementary Planning Documents, for example, on managing climate change (i.e. buildings, flooding, energy generation) and also on local nature recovery.

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<sup>4</sup> A S106 Agreement is a legally binding agreement or "planning obligation" between a local planning authority and a property owner. The purpose of a S106 agreement is to mitigate the impact of the development on the local community and infrastructure.

## **6. Neighbourhood Planning**

- 6.1 Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area.
- 6.2 There are currently eight adopted (made) Neighbourhood Plans in Cotswold District:
- a) Down Ampney (adopted February 2024)
  - b) Fairford (adopted May 2023)
  - c) Kemble and Ewen (adopted May 2021)
  - d) Lechlade on Thames (adopted October 2016)
  - e) Northleach with Eastington (adopted March 2019)
  - f) Preston (adopted May 2021)
  - g) Somerford Keynes and Shorncote (adopted May 2021)
  - h) South Cerney (adopted December 2021)
  - i) Stow-on-the-Wold and Swells (September 2024)
  - j) Tetbury and Tetbury Upton (adopted December 2017)
- 6.3 There are 12 other Neighbourhood Plans currently in progress:
- a) Ampney Crucis
  - b) Andoversford
  - c) Blockley
  - d) Chedworth
  - e) Chipping Campden
  - f) Cirencester
  - g) Ebrington
  - h) Moreton-in-Marsh
  - i) Siddington
  - j) Upper Rissington
- 6.4 Because the progress and timing of neighbourhood plans are beyond the control of the District Council, the LDS does not include any information on their anticipated timetables. Further information can, however, be obtained from the District Council's website<sup>5</sup>.

## **7. Statement of Community Involvement**

- 7.1 A Statement of Community Involvement explains how local communities and other stakeholders will be engaged in the preparation of the Local Plan and other related

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<sup>5</sup> <https://www.cotswold.gov.uk/planning-and-building/planning-policy/neighbourhood-planning/>

documents. It also provides information about how local communities and other stakeholders will be engaged in relation to the determination of planning applications.

- 7.2 Local planning authorities are required to review their Statements of Community Involvement every five years. The Council’s current Statement of Community Involvement was refreshed in December 2023 and will therefore need to be updated no later than January 2028 or sooner if required.

## 8. Local Plan Monitoring Reports

- 8.1 In accordance with national planning regulations the Council is required to produce a monitoring report addressing various matters including plan progress and implementation, neighbourhood planning, CIL (where applicable) and the duty to co-operate.

- 8.2 The Council prepares various monitoring reports, these include:

- a) Authority Monitoring Report;
- b) Housing Land Supply Report (this calculates the Council’s 5 year housing land supply);
- c) Residential Land Monitoring Statistics;
- d) Economic Land Monitoring Statistics;
- e) Brownfield Land Register; and
- f) Infrastructure Funding Statement.

- 8.3 Where possible, the Council updates and publishes the above reports annually. All documents are saved on the Council’s Local Plan evidence webpage<sup>6</sup> apart from the Infrastructure Funding Statement which can be found on the Council’s CIL webpage<sup>7</sup>.

## 9. Risk Assessment

- 9.1 There are several risks that could affect the timetables set out in Appendix 1 of this LDS. These are indicated in the table below, along with contingencies where possible.

Potential Risk	Impact / Contingency
Staff resources	It is envisaged that the staffing requirements for the preparation of the Local Plan will be met primarily from the Planning Policy and Infrastructure team with input, as required, from other teams within the Council. Subject to availability, Development Management staff and the Climate Action Manager will be required to assist with

<sup>6</sup> <https://www.cotswold.gov.uk/planning-and-building/planning-policy/evidence-base-and-monitoring/>

<sup>7</sup> <https://www.cotswold.gov.uk/planning-and-building/community-infrastructure-levy/>



Potential Risk	Impact / Contingency
	<p>updating specific policies in the extant Local Plan.</p> <p>Short-term contracts and overtime will be considered where appropriate. Every effort will be made to rationalise workloads wherever possible and to make use of staff in other sections where their skills are appropriate to the task, notably Development Management and Housing Strategy. Specific studies will be undertaken by external specialist consultants where necessary.</p>
Availability of PINS for Examination	<p>The timetable for the preparation and adoption of Local Plans depends on the capacity of the Planning Inspectorate to undertake Examinations at the appropriate time. There will be lots of councils wanting to submit their local plans by December 2026. This could create a bottle neck in the system and may affect the timetable for adopting the Local Plan, which may require the council to switch to a New Style Plan. Officers will keep the Planning Inspectorate informed of the council's plan-making timetable. Every effort will be made to seek early confirmation that the proposed timings are acceptable.</p>
Changing national policy, guidance and evidence	<p>Changes to national planning policy and guidance and updated evidence can generate new issues or produce additional, unforeseen requirements. These can impact on deadlines or even affect the premise of the entire project. The Council will keep abreast of latest national guidance and best practice; revise the Local Plan timetable if necessary; and ensure adequate budgetary provision for consultancy support if required.</p>
Devolution White Paper	<p>Government intends to reform local government, creating more unitary authorities. This has potential to impact the Local Plan timetables (e.g. availability of funding). The Council will keep abreast of any changes; revise the Local Plan timetable if necessary; and ensure adequate budgetary provision for consultancy support if required.</p>
Failure of the Local Plan to meet tests of soundness and legal compliance	<p>Officers will attend relevant training or seminars on best practice, and maintain a dialogue with the Planning Inspectorate and neighbouring authorities. Consultants appointed to undertake specific studies will be required to ensure their work meets the tests of soundness. All evidence will be robust and officers will make use of the</p>

Potential Risk	Impact / Contingency
	soundness and legal self-assessment toolkit. The Local Plan process will follow the regulations and outlined procedures.
Funding for evidence	Inadequate funding to support evidence gathering could significantly delay the delivery of the Local Plan update. The risk has been mitigated by the establishment of the Programme Board and reporting structures to ensure requirements are identified early and worked into the budget plan. The Council has also bid for various government grants to accelerate the delivery of the Local Plan.
Cooperation of other external bodies	The new planning system involves complex arrangements for cooperation, consultation, engagement and evidence gathering. Failure on the part of the other bodies to respond in time or to provide adequate responses which require subsequent clarification could cause significant delay to work programmes. Officers will maintain an ongoing dialogue with partners to ensure the duty to cooperate is met. Any particular delays will be reviewed in the timetable. For joint working on evidence, clear working arrangements with other bodies will be required with strong programme management.
New data becoming available	Evidence will need to be as up to date as reasonably as possible. This could impact progress if the timing of data is delayed. Evidence will need to be amended accordingly, taking a proportionate approach. Only major shifts in official government projections should justify changes to the strategy, though some tweaks to policy direction may be necessary.
Large numbers of representations received	Representations that are not submitted through the online system (e.g. by email or letter) have to be manually entered, which is a time consuming task. It may be necessary to bring in other staff, or temporary assistance. This will require sufficient workstations with internet access to facilitate the exercise. The Council has sought to mitigate this risk by investing in a new digital engagement platform, which incorporates artificial intelligence auto summarisation technology.
Neighbourhood Plans	The Council has a legal duty to support the delivery of

Potential Risk	Impact / Contingency
and other corporate projects	<p>Neighbourhood Plans and this will continue to have an impact on resourcing. Early and continued engagement with town and parish councils will be vital, especially when establishing anticipated project timetables. The Council has also prepared a guide to confirm the level of support town and parish councils can expect from the Council.</p> <p>It may be necessary to bring in other staff, or temporary assistance, at certain times. A good example would be securing support to deliver a Habitats Appropriate Assessment.</p>

## Appendix 1 – Document Profiles

<b>Cotswold District Local Plan 2011 – 2031 (Partial Update)</b>	
Status	Development Plan Document (DPD)
Overview	The Local Plan sets out the overall framework for future development growth in Cotswold District to 2031. A partial update will update components of the adopted local plan to take account of the Council's corporate plan, emergency declarations and other material considerations (for example the National Planning Policy Framework).
Geographical coverage	District-wide
Timetable	<p>Consultation: Publication of pre-submission draft Local Plan (Reg. 19) – <b>Q4 (autumn) 2025</b></p> <p>Submission of pre-submission draft Local Plan (Reg. 22) – <b>Q3 (summer) 2026</b></p> <p>Examination – <b>Q3 (summer) 2026 to Q3 (summer) 2027</b></p> <p>Adoption – <b>Q1 (winter) 2027</b></p>
Conformity	Prepared in conformity with the National Planning Policy Framework and the National Planning Practice Guidance.
Management arrangements	Document production to be led by the Council's Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure.
Resource requirements	Internal resources comprise the Council's Planning Policy and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon to produce some supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

<b>Cotswold District Local Plan 2026 – 2046 (Development Strategy and Site Allocations Plan)</b>	
Status	Development Plan Document (DPD)
Overview	The Local Plan sets out the overall framework for future development growth in Cotswold District to 2046. The plan takes account of the Council's corporate plan, emergency

## Cotswold District Local Plan 2026 – 2046 (Development Strategy and Site Allocations Plan)

	declarations and other material considerations (for example the National Planning Policy Framework).
Geographical coverage	District-wide
Timetable	<p>Consultation: Issues and Options (Reg. 18) – <b>Q4 (autumn) 2026</b></p> <p>Preferred Options: Draft Local Plan (Reg. 18) – <b>Q3 (summer) 2027</b></p> <p>Consultation: Publication of pre-submission draft Local Plan (Reg. 19) – <b>Q2 (spring) 2028</b></p> <p>Submission of pre-submission draft Local Plan (Reg. 22) – <b>Q3 (summer) 2028</b></p> <p>Examination – <b>Q3 (summer) 2028 to Q3 (summer) 2029</b></p> <p>Adoption – <b>Q4 (autumn) 2029</b></p>
Conformity	Prepared in conformity with the National Planning Policy Framework and the National Planning Practice Guidance.
Management arrangements	Document production to be led by the Council’s Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure.
Resource requirements	Internal resources comprise the Council’s Planning Policy and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon to produce some supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

## Cotswold District Community Infrastructure Levy

Status	Community Infrastructure Levy
Overview	The Community Infrastructure Levy (CIL) is a charge that can be applied to new developments to help pay for supporting infrastructure. Most new development which creates net additional floor space of 100 square metres or more, or creates a new dwelling, is currently potentially liable for the levy. The levy only applies in areas where a local authority has consulted on, and approved, a charging schedule which sets out its levy rates and has published

<b>Cotswold District Community Infrastructure Levy</b>	
	the schedule on its website.
Geographical coverage	District-wide
Timetable	Consultation: Draft charging schedule – <b>Q2 (spring) 2028</b> Submission for Examination – <b>Q3 (summer) 2028</b> Examination – <b>Q3 (summer) 2028 to Q3 (summer) 2029</b> Adoption – <b>Q4 (autumn) 2029</b>
Conformity	Prepared in conformity with the National Planning Policy Framework and the National Planning Practice Guidance.
Management arrangements	Document production to be led by the Council’s Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure and the Infrastructure Delivery Lead.
Resource requirements	Internal resources comprise the Council’s Planning Policy and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon to produce some supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

<b>Cirencester Town Centre Framework Masterplan Supplementary Planning Document</b>	
Status	Supplementary Planning Document
Overview	Intended to supplement the adopted Local Plan, and endure beyond 2031, by providing detail on the Cirencester Town and Cirencester Central Area policies. It will help to ensure development in Cirencester Town Centre is undertaken in a holistic manner, balancing the need to manage traffic and improve the appearance of the public realm with other competing, environmental, social and economic objectives.
Geographical coverage	Cirencester Central Area (town centre area)
Timetable	Second public consultation – <b>Q3 (summer) 2025</b> Adoption – <b>Q4 (autumn) 2025</b>
Conformity	Prepared in conformity with the National Planning Policy Framework, National Planning Practice Guidance, the

### Cirencester Town Centre Framework Masterplan Supplementary Planning Document

	Cotswold District Local Plan (2011 to 2031) and the emerging Development Strategy and Site Allocations Plan (2026-46).
Management arrangements	Document production to be led by the Council's Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure.
Resource requirements	Internal resources comprise the Council's Planning Policy and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

### Developer Contributions Supplementary Planning Document

Status	Supplementary Planning Document
Overview	Intended to provide further guidance on the Council's approach towards the use of and inter-relationship between planning obligations, planning conditions and the Community Infrastructure Levy (CIL). A trigger for this project will be the completion of a countywide Developer Contributions Guidance Document.
Geographical coverage	District-wide
Timetable	Informal consultation – <b>Q4 (autumn) 2025</b> Further consultation – <b>Q3 (summer) 2026</b> Adoption – <b>Q4 (autumn) 2026</b>
Conformity	Prepared in conformity with the National Planning Policy Framework National Planning Practice Guidance, the Cotswold District Local Plan (2011-31) and the emerging Development Strategy and Site Allocations Plan (2026-46).
Management arrangements	Document production to be led by the Council's Planning Policy and Infrastructure team under the direction of the Head of Planning Policy and Infrastructure.
Resource requirements	Internal resources comprise the Council's Planning Policy

### Developer Contributions Supplementary Planning Document

	and Infrastructure team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

### Affordable Housing Supplementary Planning Document

Status	Supplementary Planning Document
Overview	Intended to supplement the Partial Local Plan Update. The SPD will assist the Council in meeting its objective of delivering affordable housing to meet the identified housing needs. The SPD will provide supplementary guidance on the Local Plan's affordable housing policies.
Geographical coverage	District-wide
Timetable	Draft affordable housing consultation – <b>Q4 (autumn) 2025</b> Adoption – <b>Q1 (winter) 2026</b>
Conformity	Prepared in conformity with the National Planning Policy Framework, National Planning Practice Guidance, the Cotswold District Local Plan (2011-31) and the emerging Development Strategy and Site Allocations Plan (2026-46).
Management arrangements	Document production to be led by the Council's Strategic Housing team under the direction of the Strategic Housing Manager, in consultation with the Head of Planning Policy and Infrastructure and Head of Planning Services.
Resource requirements	Internal resources comprise the Strategic Housing Team and other services as appropriate. External resources may be drawn upon to produce supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).