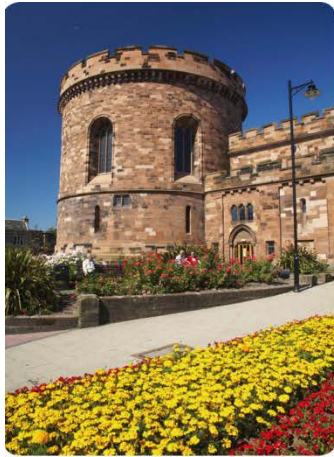




Planning Carlisle's Future

Local Development Scheme

(2015 - 2018)



CARLISLE
CITY COUNCIL



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February 2015

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If you would like this document in another format, for example large print, braille, audio tape or another language, please contact:

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1.0 Introduction

1.1 The Planning and Compulsory Purchase Act 2004 (as amended) requires the City Council, in its capacity as a local planning authority, to prepare, maintain and publish a document known as the Local Development Scheme (LDS). The LDS is a public document which sets out the City Council's programme for preparing planning policies over the next three years. It has three main purposes as follows:

- to inform the public of the component parts that will make up the Development Plan against which decisions on planning applications will be taken;
- to set out the timescales the public can expect for the preparation and review of these documents, including consultation milestones, to inform the public about opportunities to get involved with the plan making process and to let them know the likely dates for involvement; and
- to establish and reflect City Council priorities and to enable work programmes to be set for the preparation of any supporting documents.

1.2 This LDS covers the period from 2015 to 2018, and updates the previous LDS published in 2012 by the City Council. The LDS update sets out a change to the timescales for preparing the Carlisle District Local Plan (2015 - 2030) largely owing to the need to have considered and responded to new planning guidance and further reforms at the national level, as well as a need to act to update some key aspects of the evidence base in light of changed local circumstances. The delays encountered are therefore deemed to have been unavoidable and essential to ensuring that a 'sound' Local Plan prevails.

1.3 The LDS update also reflects that given the advanced stage of preparation of the Carlisle District Local Plan (2015 - 2030), the need for a further Local Plan to take forward the strategic broad location of Carlisle South has been identified. The LDS therefore reflects this setting out a profile for this plan and an indicative timescale for its preparation.

1.4 It is important to note that the LDS is concerned, in keeping with the governing legislation, with those Local Plan documents which have Development Plan status, i.e. those which contain primary policies but do not include Supplementary Planning Documents or other planning documentation. The latest news on all aspects of planning policy can be obtained from the Council's website www.carlisle.gov.uk or by contacting the Planning Policy Team on the details provided at Section 10 of this report.

1.5 This LDS is available to download on the City Council's website at www.carlisle.gov.uk. Paper copies of the document are also available at the Civic Centre, Rickergate, Carlisle, CA3 8QG.

2. Context – The District of Carlisle

2.1 The District of Carlisle covers an area of approximately 1,042 sq km and is situated in the far north of the County of Cumbria, bounded by the Scottish border to the north, Northumberland to the east, Allerdale and the Solway Firth to the west and Eden to the south. The City of Carlisle forms the principal urban area and lies within the south western part of the District. The remainder of the District is predominantly rural in nature, with the exception of Longtown to the north and Brampton to the east, and a number of smaller villages which are scattered predominantly to the west and east of the city.

2.2 Today Carlisle's identity is largely shaped by its extensive rural hinterland. It has an important agricultural economy, and is set in an area of high landscape value, including a coastal and upland landscape recognised as being of national importance. The historic core of the city is traversed by rivers that are internationally important for biodiversity, and a World Heritage Site strides across the District. The City itself is a free standing one which is not directly influenced by a major conurbation. It acts as a significant employment base and the main professional centre for Cumbria as well as parts of south west Scotland.

2.3 The M6 motorway runs through the District linking the City of Carlisle to southwest Scotland, Northwest England and beyond. Carlisle benefits from four motorway junctions at Carleton (J42), Rosehill (J43) and Kingstown (J44), whilst junction 45 connects with the Scottish border at Gretna. Additionally the Carlisle Northern Development Route (CNDR) (the A689) provides a western link from the A595 to the M6 at junction 44. It also provides a combined pedestrian and cycle route along its 8.25km length.

2.4 From Carlisle City there is a network of 'A' roads including the A69 which links the District to Newcastle upon Tyne in the North East, the A7 to the Scottish Borders and on to Edinburgh, the A6 to Penrith and the Lake District, and the A595 to Workington and Cockermouth in West Cumbria.

2.5 In terms of rail travel and freight movements, the West Coast Main Line provides a north/south high speed rail link serving the City providing access south to Birmingham and London, and north to Glasgow and Edinburgh, as well as links via Northern Rail to Manchester Airport and Manchester to Glasgow and Edinburgh. There are rail links to Newcastle and the Cumbrian Coast providing access to Barrow and Lancaster. The historic

Carlisle/Settle line, which is important for tourists, commuters and freight, links Carlisle to Leeds.

2.6 Population data collated from the 2011 Census, released in July 2012, showed that the usual resident population of the District had risen by 6.7% since 2001 to 107,500. Whilst the rate was slower than the average for England and Wales it was the highest in Cumbria. Approximately 68% of the population currently live within the urban area of Carlisle. In line with national trends, growth in Carlisle will most notably be seen in the number of older people living in the District where it is predicted that there will be a 57% increase by 2032.

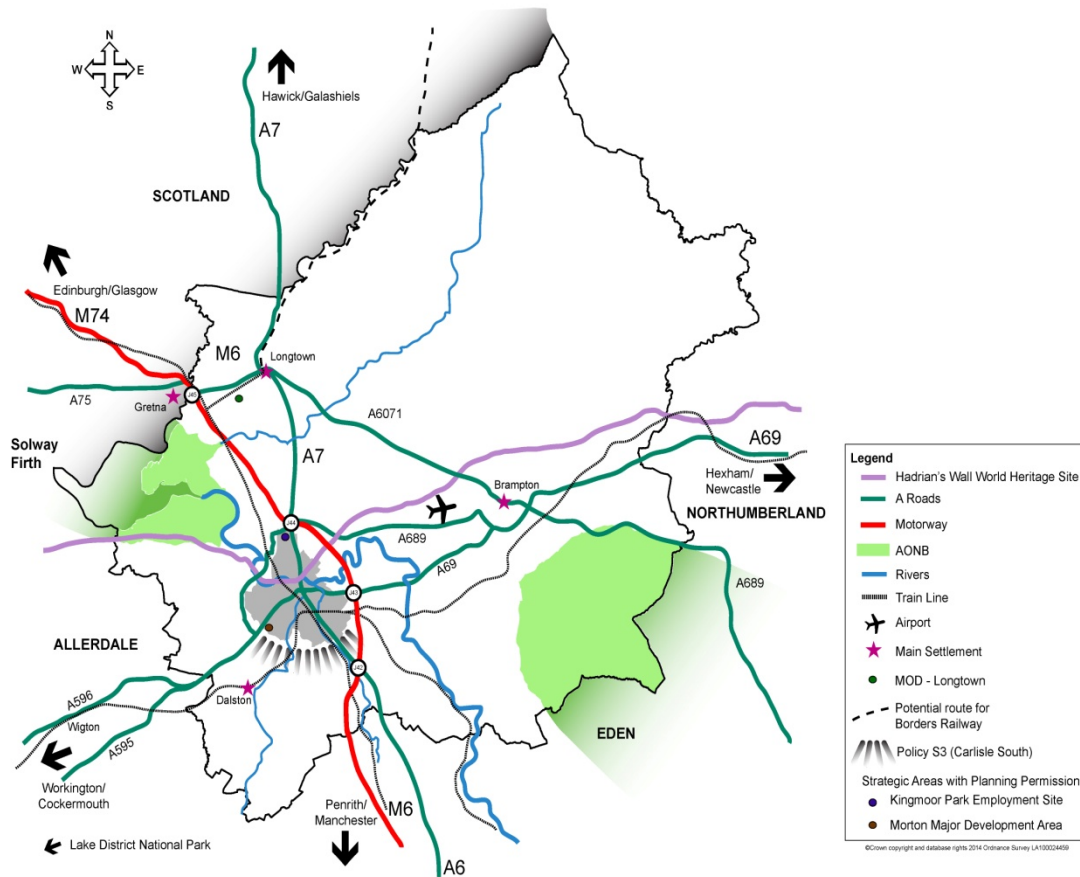
2.7 As a result of Carlisle's extensive history the District is rich in heritage ranging from Hadrian's Wall World Heritage site which crosses the district from Gilsland in the East to Burgh by Sands in the West, to the remaining City walls, Carlisle Cathedral, the Old Town Hall and Tullie House. There are approximately 1139 Listed Buildings within the District and 19 Conservation Areas including areas within the City, the historic market towns of Brampton and Longtown as well as some of the other villages such as Dalston and Cumrew. There are also approximately 166 Scheduled Ancient Monuments, two designated parks and gardens, (Corby Castle and Dalston Road Cemetery); as well as one historic battlefield – the Battle of Solway Moss, at Longtown..

2.8 Evidence supports that Carlisle's economy needs to make a fundamental shift to avoid facing decline in real terms and act as a catalyst with regards to addressing areas of social deprivation. Carlisle's population must grow significantly in order to support this economic shift to provide the required critical mass needed to function as a regional centre for Cumbria and southwest Scotland, and in order to maintain an economically active workforce.

2.9 With a drive for the District to strengthen and grow its economy, in a sustainable manner which does not prejudice those things that are important to Carlisle such as its rich heritage and high quality natural environment, effective spatial planning will be a key catalyst for growth within Carlisle, and therefore of fundamental importance moving forward.

2.10 The map overleaf represents the key diagram taken from the emerging Carlisle District Local Plan (2015 – 2030) and helpfully identifies key features of the District and its connections.

Map 1: Carlisle District



3. Core Planning Documents

3.1 In 2004 the Government introduced Local Development Frameworks (LDF) as part of a new system of development plan preparation. The LDF system was put in place to speed up the preparation of plans, ensure that they were monitored, reviewed and kept up to date and that there was greater and more effective community involvement. The Government however recognised that in a number of cases the system of LDFs was not achieving these intended aims. As a result, the Government acted to reform the approach achieved through the introduction of the National Planning Policy Framework (NPPF) and new (plan making) governing regulations in March 2012.

3.2 The NPPF prescribes that local planning authorities should produce a Local Plan for their area and that any additional development plan documents should only be developed where clearly justified. Plan preparation in Carlisle is being undertaken entirely in accordance with this reformed approach.

3.3 At the present time the existing Development Plan for Carlisle District consists of the Carlisle District Local Plan (2001-2016) which was adopted in September 2008, and the draft Minerals and Waste Local Plan produced by Cumbria County Council. Under the provisions of the Planning and Compulsory Purchase Act 2004 the majority of policies within this plan have been saved and form the basis for making planning decisions. A list of saved policies and the Local Plan itself can be viewed at www.carlisle.gov.uk.

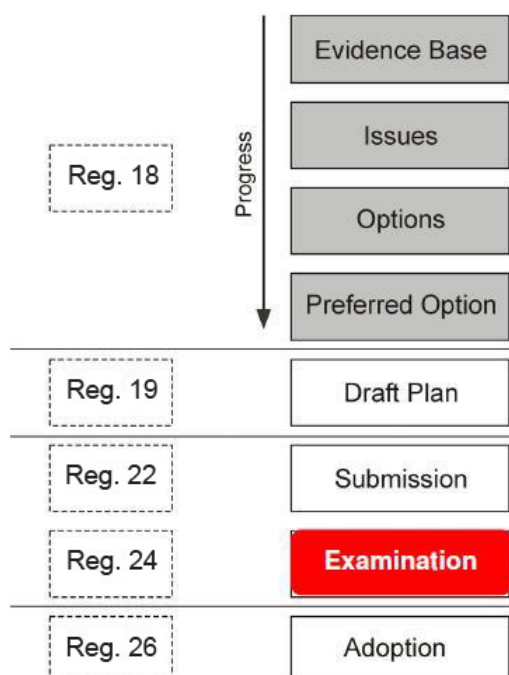
3.4 Aside from Local Plans (Development Plan Documents) which constitute the primary documents against which planning decisions are taken, other core planning documents of relevance, alongside the LDS, include:

- The **Policies Map** – adopted Local Plans operate alongside a Policies Map, which illustrates the policies in Local Plans which have an area or place specific implication, including those sites that are allocated for development and, where appropriate, committed sites that have been granted planning permission. Designations include existing land uses such as areas of housing, employment and the City and other retail centres, areas of protected land such as the two Areas of Outstanding Natural Beauty, Hadrian's Wall World Heritage Site and its Buffer Zone, nature conservation areas, public open space, conservation areas, and areas of constraint such as flood zones.

- **Supplementary Planning Documents (SPDs)** – SPDs are prepared to provide greater detail on the policies and proposals in a Local Plan. A number of SPDs remain in operation within the District, with a review of the need for further and the potential rationalisation of existing likely to be undertaken when the emerging Carlisle District Local Plan (2015 – 2030) nears adoption.
- The **Statement of Community Involvement (SCI)** – This sets out how the Council will engage the community in the preparation of Local Plans and the City Council's procedures for public involvement in planning policy and development management decisions.
- The **Annual Monitoring Report (AMR)** – The AMR is used to report progress on the timetable and milestones set out in the LDS. The report analyses progress against a range of indicators including for example housing completions, level of employment and related development, the number of vacant shop units and so on. The report identifies where policies and targets are not being met or are having unintended effects, which may highlight a need for policies to be reviewed through the Local Plan process. It also reports on progress of the new 'Duty to Cooperate' set out in section 110 of the Localism Act.

4. Local Plan Preparation

4.1 The Town and Country Planning (Local Planning) (England) Regulations 2012 sets the process of preparing and adopting Local Plans. A summary of this process is outlined below:



4.2 Public Participation (Regulation 18) – This stage involves preparing the evidence base, generating options and engaging and consulting stakeholders and the community in accordance with Regulations and the adopted Statement of Community Involvement (SCI).

4.3 Publication of a Local Plan (Regulation 19) - The City Council will publish for consultation, for a minimum period of six weeks, the version of the Local Plan it proposes to submit to the Secretary of State. This will enable the City Council to consider any representations received before proceeding to formally submit the Local Plan.

4.4 Submission to the Secretary of State (Regulation 22) – The City Council will formally submit the Local Plan for examination to the Secretary of State. An independent Examination in Public will be convened and an Inspector will be appointed to assess the soundness of the document.

4.5 Independent Examination (Regulation 24) – An Independent Inspector will conduct an Examination into the 'soundness' of the submitted Local Plan.

4.6 Publication of the Recommendations of the Appointed Person (Regulation 25) – The City Council will publish the Inspector's recommendations and their reasons as soon as reasonably practicable after the receipt of the report.

4.7 Adoption (Regulation 26) – If the Local Plan is to be found to be 'sound', the City Council will adopt it as soon as practicable following receipt of the Inspector's report (unless the Secretary of State intervenes). They must then make it available together with an adoption statement, the Sustainability Appraisal Report and details of where the Local Plan is available for inspection.

Sustainability Appraisal and Strategic Environmental Assessment

4.9 Sustainability Appraisal (SA) is an important feature of the local spatial planning system and seeks to ensure that policies and proposals reflect sustainable development principles.

4.10 Local Plans prepared by the City Council will be subject to SA, which must commence as soon as a new Local Plan has been conceived. It considers the environmental, social and economic impacts of the objectives, policies and proposals in any given Local Plan. This will allow the process of preparing a Local Plan to also comply with the Strategic Environmental Assessment (SEA) Directive (European Directive 2001/42/EC).

4.11 SA must be proportionate to the plan in question and should not repeat the appraisal of higher-level policy. The SA performs a key role in providing a sound evidence base for the plan and forms an integrated part of the plan preparation process. SA will inform the evaluation of alternatives and be made available as part of the public consultation process.

Habitats Regulation Assessment (HRA)

4.12 HRA is the statutory process to assess the potential impacts of a Local Plan on Natura 2000 sites. Natura 2000 sites are of European importance in respect of rare, endangered or vulnerable natural habitats and species: they include Special Protection Areas (SPAs) designated under the European Union 'Wild Birds' Directive; Special Areas of Conservation (SACs) designated under the European Union 'Habitats Directive'; European Marine Sites (EMS) and Ramsar Sites. As the Habitats Directive applies the precautionary principle, plans can only be adopted if there is likely to be no adverse impact on the integrity of site(s) in question. In order to comply with the requirements of the Habitats

Regulations, a Screening Assessment will be undertaken for any Local Plan being brought forward at its outset. The findings from the process of undertaking HRA will be made available as part of the public consultation process.

Equality Impact Assessment (EQIA)

4.13 In accordance with wider corporate policies the City Council will undertake an EQIA as an integral part of the plan preparation process to ensure that the Local Plan in question promotes equality and therefore to ensure that any aspects which would result in discrimination are addressed. The findings of the EQIA will be made available in report format as part of the public consultation process.

Health Impact Assessment (HIA)

4.14 In accordance with wider corporate policies the City Council will undertake a HIA at each of the key stages of evolution of any Local Plan prepared. This assessment process seeks to measure the potential health impacts of any policies or proposals within a Local Plan on the wider population. Through recognition that planning has a key role to play in the delivery of healthy sustainable communities, the process of HIA ultimately aims to reduce health inequalities, contribute to improved health and contribute to better decision making. The findings of the HIA will be made available in report format as part of the public consultation process.

5. Future Development Plan Documents

Development Plan Documents prepared by the City Council

5.1 The City Council can set a timetable only for development plan documents it is preparing itself (or jointly with another Local Authority). At the present time the City Council are preparing two Local Plan documents as follows:

- **The Carlisle District Local Plan (2015 – 2030)**
- **Carlisle South Local Plan**

5.2 The profile of these plans are detailed in the below tables. A timetable for the production of each, including key milestones and opportunities for consultation, is appended as Appendix A and Appendix B respectively.

Carlisle District Local Plan (2015 – 2030)	
Document Details	
Description	This Local Plan will constitute the primary Development Plan within the District, which all others must be in conformity with. It will set out a clear vision and objectives for the Carlisle we want to see in the future, and importantly a strategic planning framework to guide the location and level of development in the District up to 2030, as well as a number of principles that will shape the way that Carlisle will develop between now and then. With a drive for the District to strengthen and grow its economy, in a sustainable manner which does not prejudice those things that are important to Carlisle such as its rich heritage and high quality natural environment, the Plan identifies a number of sites to accommodate new homes, new employment premises, new community facilities and the infrastructure required to support this growth. Following the introduction of the National Planning Policy Framework in 2012, the Carlisle District Local Plan is being prepared as a comprehensive suite of strategic policies, development management policies and site allocations within a single document, as opposed to continuing in the manner of a Core Strategy as originally intended when work on its preparation first began. The Local Plan will be a key component in the delivery of the Carlisle Community Plan entitled: Carlisle Partnership Community Plan (2011-2016). Once adopted this Local Plan will replace the existing Carlisle Local Plan (2002 – 2016) and become the primary document against which planning applications for development within the District will be assessed.
Geographic Coverage	District Wide
Status	Development Plan Document
Chain of Conformity	With National Planning Policy and having regard to the Carlisle

	Partnership Community Plan.
Sustainability Appraisal	Preparation of Sustainability Report in accordance with Environmental Assessment of Plans and Programmes Regulations 2004.
Arrangements for production	
Organisational Lead	Director Economic Development
Political Management	Full Council following referral from Executive and subject to prior consideration by appropriate Overview and Scrutiny Panel.
Resources to Produce Local Plan	Principally led by the Planning Policy Team. All Council Directorates will provide additional input at various key stages of Local Plan production. Consultants will be utilised where expertise or capacity for key aspects is not available in house.
Approach to Involving Stakeholders and the Community	Approach will be in conformity with the details contained within the Councils adopted SCI. Significant frontloading of consultation given nature and intended longevity of the Local Plan.
Post Production Monitoring and Review	
The Local Plan is intended to be a long-term strategy covering the period to 2030. The AMR will examine whether the identified key targets and indicators are being met.	

Carlisle South Local Plan	
Document Details	
Description	This Local Plan would take forward the outcomes of masterplanning to facilitate the realisation of a strategic urban extension at South Carlisle, which is identified as a broad location for future growth within the Carlisle District Local Plan (2015 – 2030). This Local Plan will therefore: • define the scale, nature and boundaries of the urban extension including quantum of new homes; quantum and type of employment land; and scale and nature of any ancillary land uses; • provide a framework to inform the phasing of land release and ultimately to guide the preparation of future planning applications; • provide a framework against which future planning applications will be assessed; and • identify the infrastructure needed to support development; act to safeguard any land required to enable delivery; and detail provisions to co-ordinate its timely delivery.
Geographic Coverage	Defined extent of the Carlisle South urban extension
Status	Development Plan Document
Chain of Conformity	With National Planning Policy and the Carlisle District Local Plan (2015 – 2030)
Sustainability Appraisal	Preparation of Sustainability Report in accordance with Environmental Assessment of Plans and Programmes Regulations 2004.
Arrangements for production	
Organisational Lead	Director Economic Development
Political Management	Full Council following referral from Executive and subject to prior consideration by appropriate Overview and Scrutiny Panel.
Resources to Produce Local Plan	Principally led by the Planning Policy Team. All Council Directorates will provide additional input at various key stages of Local Plan production. Consultants will be utilised where expertise or capacity for key aspects is not available in house.
Approach to Involving Stakeholders and the Community	Approach will be in conformity with the details contained within the Councils adopted SCI. Significant frontloading of consultation given strategic importance and complex nature of this area specific proposal.
Post Production Monitoring and Review	

The AMR will examine whether the identified key targets and indicators regarding the release and subsequent delivery of development phases are being met, as well as the necessary supporting infrastructure.

Development Plan Documents prepared by others

5.3 At the present time one Neighbourhood Development Plan is being prepared in the Carlisle District, for the parish of Dalston. The designation of the area for neighbourhood planning purposes was approved on the 27th June 2013. Whilst the Parish is overseeing the process the coordination and majority of the work is being undertaken by a group of 15-20 individuals from across the parish including some parish councillors.

5.4 The timetable for the preparation of the Dalston Neighbourhood Development Plan is set by Dalston Parish Council. To date efforts have focussed on extensive consultation and evidence gathering. Efforts are shortly to turn to policy formulation, at which stage the City Council's Planning Policy Team will provide assistance on assessing conformity to Basic Conditions and with screening to assess the need for a Sustainability Appraisal. The current project timetable for the Plan envisages an examination of it in September 2015 and a Referendum (on adoption) in October 2015.

5.5 Cumbria County Council as the responsible minerals and waste authority for the Cumbria sub-region, including the District of Carlisle, are continuing to develop the Cumbria Minerals and Waste Local Plan (MWLP). This Development Plan Document will contain mineral and waste specific policies for use in determining planning applications for waste or quarry developments, and will operate alongside those Local Plans progressed and adopted by Carlisle City Council. The MWLP will be for the period up to 2030. The timetable for the preparation of the MWLP is set by Cumbria County Council.

6. Evidence Base

6.1 The NPPF requires that Local Plans are founded upon a robust evidence base. Paragraph 158 states that the evidence base should be proportionate and should be based on adequate, up-to-date and relevant evidence about the economic, social and environmental characteristics and prospects of the area.

6.2 A comprehensive evidence base has been developed upon which the emerging Carlisle District Local Plan has been founded. This evidence comprises of a combination of both internally and externally prepared documents and surveys, and is considered to be proportionate by way of reference to the key issues identified at the outset of the plan making process. The evidence base continues to be regularly reviewed in order for it to remain relevant and as up to date as reasonably practical.

6.3 The following list identifies some of the key publications that have informed preparation work on the Local Plan to date:-

Sub Regional:

- Cumbria Gypsy and Traveller Accommodation Assessment (2013)
- Cumbria Historic Character Assessment (2009)
- Cumbria Landscape Character Guidance and Toolkit (2011)
- Cumbria Local Transport Plan 3 (2011-2026)
- Cumbria Strategic Housing Market Assessment (2009)
- Cumbria Local Economic Assessment 2010 (November 2010)
- Cumbria Renewable Energy Capacity and Deployment Study (2011)
- Shoreline Management Plan SMP2 (2011)
- Cumbria Surface Water Management Plan (2012)
- Cumbria Joint Strategic Needs Assessment 2012 - 2015
- Cumbria Historic Environment Records (HERs)

Local:

- Carlisle Employment Sites Study: Implications for M6 Corridor (June 2010)
- Carlisle Retail Study GVA (2012)
- Strategic Housing Land Availability Assessment 2014

- Affordable Housing Economic Viability Assessment (2013)
- An Economic Review of Carlisle (2013)
- Urban Design Guide & Public Realm Framework (2008)
- Housing Need and Demand Study (November 2011)
- Strategic Housing Market Assessment Update (2014)
- Strategic Flood Risk Assessment (November 2011)
- Green Infrastructure Strategy (2011)
- Rural Masterplanning (2013)
- Local Plan Viability Study (2014)
- Carlisle City Council Playing Pitch Strategy and Action Plan (2013)
- Carlisle Saturn Transport Modelling (2014)
- Carlisle Transport Improvement Study (2015)
- Information relating to heritage assets including conservation area appraisals and management plans; schedules of designated assets and supporting listing descriptions; information on assets of local architectural or historic interest.

Studies currently being prepared / updated:

- An Economic Review of Carlisle (due early 2015)
- Cumulative Impacts of Vertical Infrastructure (due early 2015)
- City Centre Development Framework Final Report (due early 2015)
- Hadrians Wall World Heritage Site Management Plan [Review] (due mid 2015)
- Infrastructure Delivery Plan (ongoing)

6.4 Following the identification of a need to bring forward a further Local Plan document to facilitate and guide the comprehensive development of Carlisle South, work has now commenced on evidence gathering to inform the preparation of this area specific plan. Whilst much of the evidence relied upon to develop the Carlisle District Local Plan will be of relevance to this subsequent Plan, a number of additional and more detailed technical studies will be required to inform masterplanning. These key studies are likely to include:

- Preliminary technical due diligence assessment(s)
- Strategic employment need and demand study
- Ecological and habitat surveys
- Heritage assessments
- Landscape assessments

- Green Infrastructure modeling
- Detailed transport modeling
- Detailed flood risk and surface water modeling
- Detailed transport modeling (including assessment of a strategic southern relief road)
- Infrastructure capacity and delivery studies
- Comprehensive masterplanning
- Development viability assessments

6.5 Opportunities will be taken, where appropriate and necessary, to continue to consult on key aspects of the evidence base underpinning emerging Local Plans as part of the preparation process.

7. Project Management

7.1 The key principles underpinning the approach to project management in preparing the identified Local Plans are:

- ensuring the most efficient use of resources;
- setting and achieving the overall programme and interim targets;
- ensuring co-ordination of the Local Plan with other Council activities and plans;
- promoting involvement and corporate ownership of the Local Plan;
- promoting ownership by non-Council stakeholders in the Local Plan;
- ensuring effective community involvement in the Local Plan; and
- monitoring, reviewing and reporting on progress towards adoption.

Resources and Responsibilities

7.2 The preparation of the Local Plan is the responsibility of the Director of Economic Development. The Investment and Policy Manager will be responsible for the management of staff and resources and therefore the day to day management of plan preparation. Detailed project plans have been prepared to assist the management of the Local Plan preparation process. These project plans identify the tasks required to deliver a 'sound' Local Plan and underpin the key milestones identified in the LDS. The plans are pivotal in the identification of tasks; their allocation, duration and programming.

7.3 Leading the production of the Local Plans will be the Planning Policy Team. The team is comprised of the following:

- Investment and Policy Manager (a proportion of time will be allocated to contribute towards progression of the Local Plan)
- 1 FTE Principal Planning Officer
- 1 Planning Policy Officer
- 1 Planning Policy Officer (Temporary)
- 1 Monitoring Officer

7.4 An element of technical and general administrative support for the Planning Policy Team is also available from within the Economic Development Directorate. Support from other departments within the Council will also be forthcoming as appropriate, particularly for

example where specialist technical input is required such as in relation to heritage and conservation.

7.5 It is important to acknowledge that the staff resource available to progress the identified Local Plans must balance their preparation with other City Council and departmental work and priorities including input into cross-boundary planning for example the two Area of Outstanding Natural Beauty Management Plans; the Borderlands initiative; corporate land and property based disposals and projects; the determination of planning applications; and enabling and supporting the delivery of major development schemes. Consultants will only be engaged on key tasks or specific projects where there is a lack of expertise or capacity in-house.

7.6 It is also important to acknowledge that from a financial perspective the preparation of a Local Plan entails unavoidable costs and as such progression is dependent upon the allocation of an appropriate budget beyond simply committing staff resources. Such costs relate for example to the need to buy-in technical expertise in the preparation of the evidence base, costs associated with enacting commitments to maximise public participation to ensure the process is as inclusive as possible and third party fees particularly with regards to the examination in public, the cost of which rests with the Council. Consequently the LDS and detailed project plans will be used to meaningfully inform the City Council's Medium Term Financial Plan. All opportunities to secure external grant funding to support such work will also continue to be pursued.

8. Monitoring and Review

8.1 The Localism Act 2011, part 6, section 113, which amends section 35 of the Planning and Compulsory Purchase Act 2004, requires every local planning authority to monitor and review progress against their LDS and to report on this through the process of the Authority Monitoring Report. The Localism Act amendment removes reference to 'annual', enabling reports to be produced at a frequency appropriate to the authority but providing they are no more than one year apart, Carlisle City Council have elected to continue to produce the monitoring report annually. This approach is consistent with other Districts across Cumbria.

8.2 Specifically, the Authority Monitoring Report (AMR) will:-

- set out how the City Council is performing against the timescales set out for plan preparation within the LDS, giving reasons if progress is behind the timetable set out in the LDS;
- provide information on the policy indicators set out in the Local Plan which will help to assess the success of individual policies and ultimately whether adopted Local Plan documents are achieving their intended purpose;
- identify whether adopted Local Plans need to be reviewed, updated or policies altered;
- provide details of any neighbourhood development orders or neighbourhood development plans; and
- detail action in relation to co-operation with a body or person prescribed under Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended).

8.3 The AMR is produced each year and can be viewed on the City Council's website www.carlisle.gov.uk.

8.4 The AMR can therefore be seen to be the primary mechanism through which a need for a review of the LDS will be prompted.

9. Risk Management

9.1 In preparing the Local Plan, a number of key risks have been identified and these continue to be kept under regular review as part of the City Council's approach to project related risk management. These risks and mitigation measures are summarised in the table below.

RISK	PROBLEM	MITIGATION MEASURE
Staff turnover or redundancies	Staff turnover is difficult to predict. Significant and constant staff turnover would severely affect ability to achieve timely progression with the local plan work programme.	Ensure that prompt action is taken to fill vacant posts. If considered appropriate secure additional resources through use of consultants, temporary staff and internal secondments.
Pressure on staff time due to competing work streams	Slower than timetabled progression on Local Plans resulting in an uncertain planning policy framework for Carlisle.	Ensure that the preparation of Local Plans is recognised by SMT and JMT as a key priority for the City Council.
Programme slippage	Key milestones may not be met, delaying the delivery of the Local Plan.	In producing the timetables for documents, the resource requirements for producing the document have been assessed and staff time allocated appropriately.
Capacity of the Planning Inspectorate	Examination stage of preparation can only occur when an Inspector is available and is allocated to the District. The resourcing of this body is however out of the City Council's control.	Correspondence and meetings with PINS should ensure that they are fully aware of the City Council's Local Plan timetable.
'Soundness' of the Local Plan	The introduction of the test of soundness has seen major changes in the way in	Minimise the risk of producing an 'unsound' document by working closely

	which representations are structured and how the robustness of the plan is considered.	with CLG and PINS and ensuring that a robust evidence base which accords with government guidance underpins policy development.
Length of independent examination	It is recognised that it may be difficult to precisely quantify the length of the examination process.	The City Council will endeavour to minimise the volume of issues to be resolved at examination, through ensuring that Local Plans are founded upon wide pre submission consultation and a robust and credible evidence base.
New legislation, guidance or regulations	Delay due to changes in plan making requirements/procedures.	It is not possible to plan for further changes to the planning system. The City Council will endeavour to deal with new requirements with minimum disruption to the timetable.
Legal Challenge / Suspension of EIP of the Local Plan	Delay in adoption and implementation of the Local Plan resulting in the lack of an up to date policy framework.	The risk of Local Plans being subject of a legal challenge will be minimised by working closely with DCLG and PINS to ensure that the chain of conformity is achieved and correct procedures followed. Every effort will be made to ensure that Local Plans are realistic, able to be implemented, founded upon a robust and credible evidence base and appropriate consideration of

		the views of local communities and others with a stake in the area. In addition the Duty to Cooperate will be carried out throughout the plan preparation process.
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10. Contacts and Information

10.1 For further information on the preparation of Local Plan documents, please contact the Investment and Policy Team:

Investment and Policy Manager
Economic Development
Carlisle City Council
Carlisle
Cumbria
CA3 8QG

Telephone: (01228) 817160

Email: lpc@carlisle.gov.uk

Website: www.carlisle.gov.uk

Appendix A – Timetable for the Preparation of the Carlisle District Local Plan (2015-2030)

Preparation Stage 'Key Milestone'	Target Date	Programme Plan Legend
Preferred Options Stage One Consultation	July/August 2013	
PINS Compliance Visit	September 2013	
Preferred Options Stage Two Consultation	March/April 2014	
Formal 6 week consultation on 'Publication' (Proposed Submission Draft) Local Plan	February/March 2015	
Submission to Secretary of State	May 2015	
Pre-Hearing Meeting	July 2015	
Examination Hearing Sessions	August 2015	
Consultation on Modifications (if required)	October/November 2015	
Receipt of Inspectors Report (Final)	January 2016	
Adoption	April 2016 (Subject to Committee Cycles)	A

2013												2014											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
2015												2016											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D

Appendix B – Timetable for the Preparation of the Carlisle South Local Plan

Preparation Stage 'Key Milestone'	Target Date(s)	Programme Plan Legend
Evidence gathering and initial stakeholder engagement	Jan 2015 - Jan 2017	e
Scope and issues consultation	Jan/Feb 2016	
Informal consultation (including on visioning and masterplanning)	Jan 2016 - Jan 2017	c
Formal 6 week consultation on 'Publication' (Proposed Submission Draft) Local Plan	Jan/Feb 2017	
Submission to Secretary of State	Spring 2017	
Examination	Summer 2017	
Receipt of Inspectors Report (Final)	Autumn 2017	
Adoption	Dec 2017	A

2015												2016											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e
												c	c	c	c	c	c	c	c	c	c	c	c
2017																							
J	F	M	A	M	J	J	A	S	O	N	D												
											A												