



LOCAL | LOCAL
PLAN | DEVELOPMENT
SCHEME

2026 - 2027

May 2026

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1. Introduction

- 1.1 The Local Development Scheme (LDS) sets out the timetable for preparing documents to be included in the Local Plan. The Local Plan is a collection of documents which make up the statutory development plan for the Local Planning Authority (LPA). These include Development Plan Documents such as the Local Plan itself and Supplementary Planning documents which support and provide additional background for Local Plan policies.
- 1.2 It also sets out what resources will be required to ensure that the work will be completed in accordance with the timetable and identifies the risks that could result in delay.
- 1.3 The first LDS was published in September 2005 and the last review was published in September 2024. Progress on the Local Development Scheme has been monitored and the extent to which the milestones identified have been achieved is set out in the Council's Annual Monitoring Reports.
- 1.4 The Braintree Local Development Scheme is therefore a project management document, which informs the public and stakeholders of the planning documents that the Council will produce and the timescale for their production. It includes;
 - A timetable for the production and adoption for all Development Plan Documents and Supplementary Planning Documents within the Local Development Scheme time period (2 years).
 - Identifying background studies and documents, which form the evidence base for the Local Plan.
 - A list of current adopted Supplementary Planning Documents, Material Planning Guidance and Development Briefs.
 - Arrangements for monitoring and review.

2. Planning Context

National Planning Guidance

- 2.1 The National Planning Policy Framework (December 2024) *'sets out the Government's planning policies for England and how these should be applied. It provides a framework within which locally-prepared plans for housing and other development can be produced in a sustainable manner.'* Regarding plan-making, paragraph 15 of the framework describes how *"The planning system should be genuinely plan-led. Succinct and up-to-date plans should provide a positive vision for the future of each area; a framework for meeting housing needs and addressing other economic, social, and environmental priorities; and a platform for local people to shape their surroundings."*

County Planning Policy

- 2.2 Essex County Council is the authority responsible for production of the Waste and Minerals Local Plans, which form part of the Development Plan. At present the adopted plan for Essex is;
- The Essex Minerals Local Plan (2014) (currently under review)
 - Essex and Southend-on-Sea Waste Local Plan (2017)
- 2.3 More details on the waste and minerals development document can be found on the Essex County Council website www.essex.gov.uk following the links from planning to minerals and waste policy. The Essex Minerals Local Plan is currently under review.

Adopted Local Planning Policy

- 2.4 The Development Plan for Braintree District is made up of the Local Plan 2013-2033 (Section 1 and Section 2). The Braintree District Local Plan Section 1 was adopted in February 2021 and Section 2 was adopted in July 2022. The Development Plan for Braintree District is now 5 years old and parts of the document could be considered out of date when determining planning applications for housing.

3. Local Plan

- 3.1 The Local Plan sets out how the Council plans for, and makes decisions about, the future of towns, villages and countryside and will set out a strategy for the future development of the District, which is based on a clear and locally distinct vision. This vision was developed with the involvement of the local community and there should be commitment by all relevant agencies to its delivery. The Local Plan has to be reviewed every five years.
- 3.2 The Local Plan consists of several documents, including Development Plan Documents (DPDs) such as the Local Plan, Supplementary Planning Documents (SPDs), a Local Development Scheme (LDS), the Authority Monitoring Report (AMR) and a Statement of Community Involvement (SCI). Further details about each document and their progress in Braintree District are given as follows:-

The Statement of Community Involvement (SCI)

- 3.3 **Purpose:** This document sets out the standards and approach to involving the community and stakeholders in the production of the Local Plan.
- 3.4 **Status:** A SCI is in place.

Local Plan

- 3.5 **Purpose:** Sets out strategic and non-strategic allocations for land use, and policies for the determination of planning applications.
- 3.6 **Status:** Section 1 and Section 2 of the Local Plan are adopted (February 2021 and July 2022, respectively). A review of the Local Plan is in progress.

The Authority Monitoring Report (AMR)

- 3.7 **Purpose:** To set out the principal characteristics of the District and assess progress in preparing Local Development Documents and monitor progress in housing, employment and other development.
- 3.8 **Status:** The AMR is published each year and assesses the year from the 1st of April to the 31st of March. The latest report is available on the council's website.

Local Development Scheme (LDS)

- 3.9 **Purpose:** A project management document to inform stakeholders of the timetable for production of documents.
- 3.10 **Status:** This LDS will replace the September 2024 document.

Supplementary Planning Documents (SPDs) and Development Plan Documents (DPD)

- 3.11 These are supplementary to the Local Development Documents. Further detail is set out in Section 4. It should be noted that post June 2026 SPDs will be referred to as Supplementary Plans and the requirements for producing them will be different.

Community Infrastructure Levy (CIL) Charging Schedule

- 3.12 **Purpose:** To set out the standard levy which the local authority will be applying to some developments and to define the infrastructure projects, which it is intended to fund.
- 3.13 **Status:** The government has indicated that a new compulsory Infrastructure Levy will be introduced, although further consultation is awaited for more details.

3.14 Local Plan – Timetable for Review

Role and Content	Sets out the detailed allocations of land for housing, employment, retail and other major land uses. Sets out strategic and non-strategic development management policies.
Status	Development Plan Document
Chain of Conformity	Must be consistent with National Policy as set out in the National Planning Policy Framework. Awaiting revised Local Plan framework from central government on 30 month plan production proposals.
Geographic Coverage	Whole of Braintree District

Timetables and Milestones	
Local Plan Review Start	To start early 2024 Call for Sites Spring 2024 Evidence Base Spring 2024 Issues and Options Jan/Feb 2025 Preferred Options Consultation (Reg 18) March 2026 Pre-Submission Consultation (Reg 19) September 2026 Submission December 2026
Review Complete	Adoption June 2028
Arrangements for Production	
Lead Department	Braintree District Council Planning Policy Team
Management Arrangements	To be managed by Departmental Management Team and Sub Committee of Council Members
Resources	To be prepared by Planning Policy Team involving other services as appropriate. To be funded from base budgets.
Involvement of Stakeholders and Community	As set out in the Statement of Community Involvement
Post Production Monitoring and Review Mechanisms	Document to be monitored on an annual basis and will need to be subject to review, if monitoring highlights a need, or as required.

4. Supplementary and Development Plan Documents

- 4.1 Supplementary Planning Documents (SPD's) and other guidance documents can provide further detail on particular policies or local issues. SPD's can take a number of forms, but can normally be broken down into 2 categories;
- Area based including masterplans and development briefs, which deal with specific parcels of land; and
 - Topic based which provide additional information on local issues, or policies, such as design guides.
- 4.2 Although supplementary documents are not subject to examination, they are produced in consultation with the community and other interested parties and are still subject to regulations regarding their consultations. Supplementary documents are not required to be listed within the Local Development Scheme, but it is considered appropriate to inform the public of the Council's proposals to produce new documents.
- 4.3 The Council also has a number of approved planning guidance documents and development briefs. These are documents, which have been either produced or consulted upon by another authority, or whilst the public and stakeholders have been involved in their production have not undergone the same strict levels of consultation as is required for an SPD.
- 4.4 A list of the current adopted SPD's, guidance and development briefs are included in the table below;

Title and Subject	Produced by	Status	Date Approved
Essex Coast Recreational Disturbance Avoidance & Mitigation Strategy (RAMS) SPD. It sets out the mitigation that is necessary to protect the wildlife of the Essex coast from the increased visitor pressure associated with new residential development, and how this mitigation will be funded.	Essex County Council, Braintree District Council and other Local Authorities	SPD	May 2020
Affordable Housing. The document sets out the process and mechanisms for the delivery of affordable housing in Braintree District.	Braintree District Council	SPD	May 2006
External Artificial Lighting. It provides advice and guidance on what factors the Council will take into account when determining planning applications.	Braintree District Council	SPD	September 2009
Open Space. The document sets out the processes and mechanisms for the delivery of open space in Braintree District	Braintree District Council	SPD	Updated in 2014

Title and Subject	Produced by	Status	Date Approved
Parking Standards – Design and Good Practice Guidance Provides car and cycle parking standards together with design guidance on accommodating parking within various types of residential and commercial development.	Essex County Council working in partnership with Essex Planning Officers Association.	Guidance	Nov-09
Urban Place Supplement. To build on the Essex Design Guide to provide guidance on producing high quality, attractive developments which are sustainable and reflect the local area. (Braintree District Council did not adopt sections 5.8, 6.2, 7.0, 7.1, 7.2 and 7.3 of the document)	Essex County Council in partnership with Essex Planning Officers Association, East of England Development Agency, Environment Agency and Inspire East	Guidance	Jun-07
Essex Design Guide 2005 Provides guidance on design and layout principles including specific information relating to structure and layout of new developments, garden sizes, building design and form, parking design and road layouts.	Essex County Council working in partnership with Essex Planning Officers Association	Guidance	2005
Land East of the High Street, Halstead Guide to development and regeneration on a site in Halstead	Built Environment Branch of Essex County Council commissioned by Braintree District Council	Development Brief	Jan-05
Rickstones Neighbourhood Centre, Witham	Braintree District Council	Development Brief	Sep-10
Silver End Shops Site Guide to development and regeneration on a site in Silver End village.	Stephen Claydon and Michael Munt approved by Braintree District Council	Development Brief	Jun-06

- 4.5 The Council is in the process of producing 4-topic based SPD's (Affordable Housing, Design (Including External Lighting), Waste and Open Space) following the adoption of the new Local Plan.
- 4.6 The Council is also considering several additional Supplementary Planning Documents and a Development Plan Document, to provide extra guidance in key areas such as Renewable Energy Locations. However, in some cases the Council is waiting for new/additional guidance and policy which is expected from central government, or staffing changes in other departments has meant that documents need further review. It should be noted that the SPD on Climate Change and Infrastructure are now on hold due to the need to review the Local Plan. The table below lists all proposed SPD's and an indicative timetable for their production. For SPDs to be adopted they will need to be agreed by the end of June 2026. It is unlikely that the Design SPD would meet this deadline so it would have to be considered as a Supplementary Plan. This would be in the scope of what Supplementary Plans can do as they are either produced by subject matter or geography. Supplementary Plans can address site specific needs which may need a new planning framework, or used to set out an authority wide framework such as a design code.
- 4.7 SPD's will be replaced by Supplementary Plans which are a new type of document that may be produced by a local planning authority.

**Supplementary Planning Document, Supplementary Plans and Development Planning Document –
Timetable**

Title and Subject	Produced by	Status	Estimated Date of Approval
Affordable Housing. The document sets out the process and mechanisms for the delivery of affordable housing in Braintree District.	Braintree District Council	SPD	June 2026
Design SPD (incorporated External Lighting, Local Design Code).	Braintree District Council	SP	March 2027
Open Space. The document sets out the processes and mechanisms for the delivery of open space in Braintree District	Braintree District Council	SP	December 2026
Waste SPD Advice on the provision, type and funding for domestic waste provision.	Braintree District Council	SPD	June 2026
Bio-diversity Net gain This document seeks to set out the requirements of bio-diversity net gain and to instruct developers as to use the bio-diversity net gain matrix and what they should provide and how it is justified.	Braintree District Council working on Essex wide document with other stakeholders, the document is currently adopted as guidance but will be turned into SPD later.	Guidance /SPD	Guidance agreed Nov 2023
Parking Standards To provide car and cycle parking standards for a range of uses and locations. Include best practice design and layout. Currently at consultation.	EPOA/ Braintree District Council	SPD	June 2026
Renewable Energy Locations SPD To provide advice and guidance on suitable locations within the district for renewable energy generation.	Braintree District Council	SP	December 2026

5. Neighbourhood Planning

- 5.1 The Localism Act 2011 introduced neighbourhood developments plans which help communities with or without Parish or Town Councils to establish general planning policies for the development and use of land in a neighbourhood. Once ‘made’, these plans will form part of the statutory development plan for the area and will be used in the determination of planning applications.
- 5.2 The first stage of developing a neighbourhood plan is to designate a neighbourhood area. The district has agreed 16 Neighbourhood Areas. Other parish councils are considering developing a neighbourhood plan.
- 5.3 Once a neighbourhood area has been agreed preparation of a neighbourhood plan can be carried out by a parish or town council or in the case of unparished areas a neighbourhood forum.
- 5.4 The table below sets out the stage of each of the Neighbourhood Plans which are underway in the District. For more information or for copies of the Neighbourhood Plans listed please visit the website. [About Neighbourhood Plans – Neighbourhood planning – Braintree District Council](#)

Area	Stage
Bradwell & Pattiswick	‘Made’ – 22 nd July 2019 Review Reg 16 May 2026
Bures & Bures St Mary	At examination
Coggeshall	“Made” – 21 st July 2021
Cressing	‘Made’ 17 th February 2020
Earls Colne	“Made” July 2025
Feering	“Made” January 2023
Hatfield Peverel	‘Made’ September 2024
Finchingfield & Wethersfield	Regulation 15 submission, Regulation 16 May/June 2026
Kelvedon	“Made” July 2022
Gosfield	Pre-Regulation 15
Great Bardfield	At examination
Gt Saling & Bardfield Saling	“Made” – October 2021
Great Yeldham	Pre-Regulation 14
Shalford	Pre-Regulation 14
Stisted	At examination
Steeple Bumpstead	“Made” June 2025
Toppesfield	Pre-Regulation 14
Witham	Pre-Regulation 14

6. Evidence Base

- 6.1 The Development Plan Documents will establish the Council’s planning policies. In preparing these documents and to ensure that the proposals and policies contained within them are soundly based, several specialist studies and other research projects have been or will be undertaken.
- 6.2 The following table illustrates key reports and studies that will be used to provide a robust and credible evidence base for the Local Plan. This list will be added to if additional work is required.

Name	Description	Date
General		
Authority Monitoring Report	The monitoring report aims to assess progress in meeting policy targets and milestones, and to present information on housing trajectories demonstrating the delivery of the provision of new homes	The document covers the period 1 st of April to the 31 st of March each year.
Economic		
Braintree District Retail Study 2024	An update to the previous retail study to enable robust and up to date evidence supporting retail boundaries, allocations and policies in the new Local Plan.	Update 2015 and reviewed 2018. To be updated as part of Local Plan Review.
Economic Plan 2023	The prospectus sets out how the council intends to create the conditions for economic growth and deliver a prosperous Braintree District.	2023
Employment Land Review	The assessment considers projected Employment Land Needs	2025
Rural Services Survey	The survey updates previous work done in 2005 to assess the provision of services within rural parishes.	Completed in September 2008
Environmental		
Braintree Green Spaces Strategy	Builds on the results of the 2006 Open Space Audit to set standards for the quality, quantity and accessibility of open space together with specific needs, surpluses or deficiencies.	Completed in 2011.
Conservation Area Appraisals & Management Plans	A programme of conservation area appraisals has been undertaken. The process provides further detail about the character of the areas as an update to the original conservation area designations.	2009 onwards.
Dedham Vale – Proposed Search Area for National Landscapes Review	The map shows the current Dedham Vale National Landscape and the maximum potential extension proposed.	Ongoing.
Habitats Regulation Assessment and	The report is to identify any effects the proposed development in this District will have on European Sites of Importance for	2017 – To be updated as part of Local Plan Review.

Name	Description	Date
Appropriate Assessment	nature conservation and to suggest ways to mitigate this impact.	
Heritage Assets Impact Assessment	Heritage Assets impact Assessment for Potential Growth Locations within Braintree District	2016 – To be updated for Local Plan Review. Initial sift completed and published on evidence base page
Historic Environment Characterisation Project	Report characterising the historic environment of the district	2010
Mid Essex Strategic Flood Risk Assessment	The document identifies in more detail areas of existing or proposed development which are at risk from flooding	Completed October 2007. Review completed in 2017. To be updated as part of Local Plan Review.
Open Spaces Sport Recreation Strategy (Playing Pitch Strategy)	The open space strategy will set out the Council's strategy with regards to open space including the strategy for the Sports, Leisure and Recreation	Completed 2017. Update to commence 2024 for 2025 completion.
Protected Lanes Study	Commissioned by Braintree District to assess the protected lanes in the district. An additional study was commissioned by Cressing Parish Council in 2015 for lanes within that parish.	2013 – Main Report 2015 – Cressing Parish Report. Further review may be required depending on growth areas.
Strategic Environmental Assessment and Sustainability Appraisal	Makes an environmental and sustainability appraisal of each document to report on likely impacts of the proposed policies and plans.	Completed 2017. Updated in 2021 to reflect adoption of section 1 Plan and in 2022 for the section 2 plan. New document published to support Regulation 18 consultation in 2026.
Strategic Flood Risk Assessment	An assessment of the flood risk within the district.	November 2016. To be updated as part of Local Plan Review expected 2026
Water Cycle Study Update	An assessment of water environment and water services in the district.	March 2017. To be updated as part of Local Plan Review. Published alongside Regulation 18 consultation.
Residential		
Affordable Housing Viability Study	Assesses whether the proposed affordable housing policies are viable and achievable in terms of dwelling threshold and percentage of affordable housing that is required by development	Completed in 2009. Review completed 2015. New review completed in 2025. Further update to be commissioned for Regulation 19.

Name	Description	Date
Brownfield Land Register	The Brownfield Land Register provides a list of brownfield site which are suitable for housing- led development.	Annually.
Essex Wide Gypsy and Traveller Accommodation Needs Assessment	An Essex wide study commissioned by the Essex Planning Officers Association to provide information on the appropriate number of Gypsy and Traveller pitches to be provided.	Transit review underway.
Gypsy and Traveller and Travelling Showpersons Accommodation Assessment	An Essex wide study commissioned by the Essex Planning Officers Association to provide information on the appropriate number of Gypsy and Traveller pitches to be provided.	December 2024.
Strategic Housing Land Availability Assessment (SHLAA) 2016	This document builds on work completed in the Urban Capacity Study but includes an assessment of a sites viability and likely timescale for the site to be developed.	Ongoing process. Review after Call for Sites. Due 2025.
Housing Delivery Test	The Housing Delivery Test is an annual measurement of housing delivery in the area of relevant plan-making authorities (Non-metropolitan districts, metropolitan boroughs, London boroughs and development corporations with plan-making and decision making powers), National Planning Policy Framework paragraphs 74 and 76 set out the policy consequences of not meeting the Housing Delivery Test.	Annual.
Standard Methodology	The standard methodology uses a formula to identify the minimum number of homes expected to be planned for, in a way which addresses projected household growth and historic under-supply.	Updated every 2 years to take into account official population and household projections. No timetable for further updates has been provided by government.
Self-build and custom housebuilding Register	The Council keep a register of people who are interested in building self-build or custom build homes within the Braintree District	Ongoing.
Transport and Infrastructure		
Community Halls Consultation Report March 2016	Report on the consultation undertaken for Braintree District Council with community halls in Braintree, Halstead and Witham	March 2016.
Cycling Strategy	Strategy for cycling in Essex	Essex – Completed November 2017. Braintree 2021.
Development Boundaries	Proposes a methodology and a series of criteria that will be used in reviewing the	June 2015. Update agreed 2024.

Name	Description	Date
Review Methodology	development boundaries for the settlements in the District for the emerging Local Plan.	
Highways and Transport Assessment	Identifies key issues with the highways and transportation network, in order to determine capacity and any improvement required to transport networks.	Completed 2017. To be update as part of Local Plan Review. Initial stage document published in 2026 alongside Regulation 18 consultation.
Infrastructure Plan	A study of key infrastructure capacity, constraints and future improvements.	June 2017. To be updated as part of Local Plan Review.
Local Transport Plan – Essex County Council	Published by Essex County Council	2011 – To be updated by ECC 2024
Parking Standards	The document sets out the required standards for the District	2009 – New standards agreed by ECC not yet adopted by BDC
Viability Assessments	This document will seek to demonstrate that the Local Plan is viable	Completed 2017. Update required for Local Plan Review.

- 6.3 In addition, an Equality Impact Assessment was undertaken as part of the production of the Local Plan to ensure that all policies and documents are free from discrimination and promote equality of opportunity. This will need to be updated for the Local Plan Review.
- 6.4 A full list of up-to-date evidence base documents can be found via the Planning Policy webpage link: <https://www.braintree.gov.uk/planning-building-control/local-plan-2033/2>
- 6.5 The Local Plan must also have regard to a number of other strategies and policies produced both by the Council and by partners. These include;
- Braintree District Climate Change Strategy and Action Plan 2021 March 2023 (A draft Climate Emergency Initial Action Plan September 2021 to March 2023)
 - Braintree Plan For Growth 2017 – 2022 (Replacement due March)
 - Essex Biodiversity Action Plan 2011
 - Essex Local Transport Plan 2011
 - Essex Minerals Local Plan 2014
 - Essex and Southend-on-Sea Waste Local Plan 2017

7. Conservation Area Appraisals and Management Plans

Introduction

7.1 There are 38 conservation areas within Braintree District ranging from the smaller villages to the main towns, it also includes a small section of conservation area around the Chelmer and Blackwater River.

Legislative Background/National Policy background

- 7.2 Local planning authorities must review their conservation areas from time to time in accordance with (S69(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990.
- 7.3 A conservation area appraisal can be used to help local planning authorities develop a management plan as well as appropriate policies for the Local Plan. A good appraisal will consider what features make a positive or negative contribution to the significance of the conservation area, thereby identifying opportunities for beneficial change or the need for planning protection.
- 7.4 Section 16 paragraph 197 of the NPPF deals with the designation of conservation areas. It states that Local Planning Authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest.

Historic England Guidance

- 7.5 Historic England has published guidance on Conservation Area Appraisal, Designation and Management (Feb 2019). This guidance sets out how conservation areas should be assessed, and how to identify potential new conservation areas.
- 7.6 Further advice is provided relating significance and conservation areas and lists different types of special architectural and historic interest which have led to a designation. They include;
- 7.7 Areas with a high number of nationally designated heritage assets and a variety of architectural styles and historic associations
- 7.8 Those linked to a particular industry or individual with a particular local interest
- 7.9 Where an earlier, historically significant, layout is visible in the modern street pattern
- 7.10 Areas designated because of the quality of the public realm or a spatial element, such as a design form or settlement pattern, green spaces which are an essential component of a wider historic

area, and historic parks and gardens and other designed landscapes, including those included on the Historic England Register of parks and gardens of special historic interest.

7.11 Conservation area designation is not generally an appropriate means of protecting the wider landscape (agricultural use of land falls outside the planning framework and is not affected by designation as a conservation area) but it can protect open areas particularly where the character and appearance concern historic fabric, to which the principal protection offered by conservation area designation relates.

Conservation Areas in Braintree District

7.12 The following table shows conservation areas in the district the date of designation, and when that area was reviewed.

Conservation Area	Date Designated	Amended (1)	Amended (2)	Amended (3)	Amended (4)
Ashen	09/11/1989				
Belchamp Otten	03/12/1984				
Belchamp St. Paul	11/10/1979				
Belchamp Walter	17/07/1980				
Birdbrook	13/01/1970				
Braintree Town Centre	09/03/1971	22/10/1981	16/05/1985	09/11/1989	3 rd August 2023
Braintree - Bradford Street	20/05/1969	22/10/1981	""	""	3 rd August 2023
Bocking Church Street	22/10/1981				3 rd August 2023
Bulmer	09/11/1989	18/03/2009			
Bures Hamlet	16/09/1969				
Castle Hedingham	20/05/1969	Under Review			
Coggeshall	26/11/1968	17/07/1980	09/11/1989		
Cressing	22/10/1981	10/03/2009			
Earls Colne and White Colne	04/11/1969	17/10/1985	18/09/1990	20/11/2007	
Feering (2 areas)	27/05/1976				July 2020
Finchingfield	16/09/1969	10/03/2009			
Foxearth	27/05/1976	09/11/1989			
Gosfield	05/05/1988				
Great Bardfield	16/09/1969	July 2020			
Great Saling	26/01/1989				
Great Yeldham	17/10/1985				
Halstead Town Centre	15/07/1969	01/11/1977	01/05/1986	19/09/2008	In progress
Helions Bumpstead	23/10/1990				
Kelvedon	20/05/1969	09/11/1989			July 2020
Pebmarsh	09/11/1989	11/09/2012			
Rayne	22/10/1981	09/11/1989			

Conservation Area	Date Designated	Amended (1)	Amended (2)	Amended (3)	Amended (4)
Ridgewell	17/07/1973	10/03/1988	09/11/1989		
Sible Hedingham	04/11/1969	02/03/2011			
Silver End	17/01/1983	16/05/2000	2013		In progress
Steeple Bumpstead	07/08/1969	17/10/1985			
Stisted	02/11/1973	22/10/1981			
Terling	16/09/1969	21/12/1999			
Toppersfield	09/11/1989				
Wethersfield	17/07/1973				21 st August 2023
White Notley	10/03/1988				
Witham (2 separate areas)	23/01/1984	19/09/2008			
Chelmer & Blackwater	14/01/1992	2006/7			

Priorities for areas to be appraised

7.13 Three criteria area suggested determining which areas should be a priority for assessment. They are;

- Length of time since last appraisal
- Development pressure
- Local Requests (See below)

Priority Conservation Areas

7.14 4 conservation areas were originally designated in the late 1960's and 1970's and have not been reviewed since;

- Belchamp St. Paul
- Birdbrook
- Bures Hamlet
- Castle Hedingham (Review to start January 2026)
- Belchamp St. Paul, Birdbrook, and Castle Hedingham have very little development pressure at this time, however a review of the Castle Hedingham conservation area may be more of a priority due to the number of listed buildings and the castle.

7.15 11 conservation areas are under development pressure;

- Braintree Town Centre
- Braintree Bradford Street
- Bocking Church Street
- Coggeshall
- Cressing
- Feering
- Great Saling
- Halstead Town Centre
- Kelvedon

- Rayne
- Silver End
- Witham

8. Monitoring and Review

Monitoring

- 8.1 The LDS and the development plan documents that it includes will be monitored on an annual basis, in the Authority Monitoring Report with a reporting period of 1st April – 31st March.
- 8.2 Each year the report will set out;
- How the Council is performing against the timescales set out within the previous year's Local Development Scheme.
 - Provide information on housing and employment completions and land availability.
 - Provides a housing trajectory and shows the Council's 5 year supply of housing land.
 - Any required update to the Local Development Scheme as appropriate.
- 8.3 The Local Plan programme will be managed through the Sustainable Development Service reporting to the Cabinet Member for Planning and Infrastructure and the Local Plan Sub-Committee. This will include considering progress on the preparation of Local Development Documents and identifying action to be taken if there are variations from the project programme.

Review

- 8.4 Following the initial adoption of each Local Plan as set out in the Local Development Scheme, it is anticipated that any subsequent reviews will be in the form of a rolling programme. Reviews may also be necessary as a result of changes in national guidance, as an outcome of the monitoring in the Monitoring Report, or pressures for development or regeneration.

9. Resources and Risk

Resources

- 9.1 The Local Plan process is led by the Planning Policy team, part of the Sustainable Development Service at Braintree District Council.
- 9.2 The timetable contained within this document is based on using the full resources of the Planning Policy team at the Council, which consists of a team manager who will be responsible for the overall project, planning policy officers, technical and administration staff.
- 9.3 Additional resources, particularly to provide specialist input on various technical matters will be sought from time to time as required from other teams within the Council including Housing Policy and Economic Development, and other organisations including Essex County Council and National Highways . In addition, external consultants may be commissioned to develop elements of the evidence base, or supplementary planning documents.

Risk

- 9.4 There are several factors which may impact on the achievement of this timetable. The table below considers and deals with the main risks.

Issue and Impact	Level of Risk	Mitigation
Project management – Technical issues/Evidence Base delays and overall delay to the Local Plan timetable resulting in a failure to meet the Government’s December 2026 submission deadline.	High	<ol style="list-style-type: none"> 1. Project management support secured to supplement Planning Policy Team. 2. Critical Path developed with detailed project plan including workstreams and dependencies. Lead Officers assigned to tasks for management of workstreams/robust resourcing plan. 3. Regulation meetings between Project Manager, Head of Planning and Principal Planning Officer to review and update timetable and monitor risks. 4. Local Plan Sub Committee reporting review to match key workstream deadlines. 5. Critical Path shared with evidence base consultants to enable shared understanding of deadlines.
Government consultation on Bills, national policy, Planning Practice Guidance (PPG) and pressure from stakeholders to progress other work (e.g. Neighbourhood Plans, Supplementary Plans) which reduces resources available to progress the Local Plan.	Medium	<ol style="list-style-type: none"> 1. Carefully consider resource available to assign to non-Local Plan related workstreams. 2. Liaise with other teams in Planning Service if needed to lead on non-local plan activities that require input from professional planners. 3. Resource and timetable planning with neighbourhood plan groups needed.

Problems or difficulties engaging with stakeholders and the community which may prevent progress to Regulation 19 consultation stage/submission of plan by December 2026 deadline. Failure to demonstrate DTC at examination or resolve issues raised; duty to cooperate issues with neighbouring authorities including unmet development needs and cumulative infrastructure issues.	High	<ol style="list-style-type: none"> 1. Ensure stakeholders and the community are involved at an early stage of the process, as outlined in the Statement of Community Involvement. 2. Duty to Cooperate Strategy to be implemented to understand cross boundary issues and establish recurring meetings with DTC partners on ongoing basis.
Inability of the Planning Inspectorate to deliver hearings/reports to the timetable resulting in delay to Local Plan Examination beyond April 2028. Local Government Reorganisation would mean that the new Unitary Authority would be required to take the decision as to whether or not to adopt the Local Plan if it were to be found sound.	Medium	<ol style="list-style-type: none"> 1. PINS advisory visit scheduled for July 2026. 2. Letter to PINS/MHCLG to communicate urgency of Local Plan Examination.
Insufficient staff resources due to staff turnover, unexpected absences as a result of wellbeing issues or volume of work greater than anticipated which delays the Local Plan timetable.	High	<ol style="list-style-type: none"> 1. Regular team meetings and 1:1 meetings; 2. Capacity contract secured to support processing of Regulation 18 consultation responses. 3. Complete recruitment of vacant post as a priority. Secure interim resource in event that permanent recruitment is not possible. 4. Minimise any non-Local Plan work. 5. Regular review of the project plan to identify emerging capacity pressures and to determine where additional internal or external resources may be required to maintain progress towards key milestones/submission deadline. Escalation of resourcing issues at earliest opportunity.
Failure to meet transitional arrangements for plan-making by December 2026. This will leave the Council open to speculative development and intervention measures from Government.	High	<ol style="list-style-type: none"> 1. Ensure budget in place to enable quick action. 2. Liaise with all key stakeholders to ensure the Local Plan timetable is adhered to.
Changes to the scope, timing or number of iterations of evidence base requirements resulting in amended or escalating costs.	Medium	<ol style="list-style-type: none"> 1. Regular review of Local Plan budget. 2. Ensure contracts are in place. 3. Escalation of cost issues.

<p>Technical issues with the Local Plan meaning it is found unsound at examination. Or significant technical issues identified prior to submission which require move to new plan-making system.</p>	<p>Medium</p>	<ol style="list-style-type: none">1. Critical Friend Support in place.2. Red Flag List of Issues in place to enable prioritisation.3. Early engagement with statutory consultees to identify potential issues.4. Regular meetings with Counsel.5. PINs advisory visit in June 2026.
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