

Dover District Council



# Local Development Scheme

(LDS)



2025

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# 1. Introduction

## What is the Local Development Scheme?

- 1.1 The Local Development Scheme (LDS) is a project plan that sets out the timetable for the production of new or revised Local Development Documents which will form the Council's Development Plan and other planning guidance (documents which are used to determine planning applications).
- 1.2 In December 2024, the government updated the National Planning Policy Framework (NPPF) and following this in a letter to Chief Planning officers on 13<sup>th</sup> December 2024<sup>1</sup>, the Deputy Prime Minister asked that all local planning authorities (LPA) produce an updated Local Development Scheme (LDS) within 12 weeks of the publication of the NPPF, i.e. by no later than 6 March 2025.
- 1.3 The requirement to prepare and maintain an LDS is set out within the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).

### The scheme must specify:

- The local development documents which are to be development plan documents;
- The subject matter and geographical area to which each development plan document is to relate;
- Which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities;
- Any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee under section 29;
- The timetable for the preparation and revision of the development plan documents

Planning and Compulsory Purchase Act 2004 (Section 15)

- 1.4 As well as the requirement to set out details of the main Development Plan Documents (DPDs), Local Planning Authorities are also encouraged to include details of other documents which form (or will form) part of the development plan for the area, such as Neighbourhood Plans and Supplementary Planning Documents (SPDs) and guidance (although this is not a requirement of the legislation). Collectively the DPDs and SPDs are known as Local Development Documents.

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<sup>1</sup> [Chief Planner's newsletter December 2024](#)

- 1.5 The LDS must be made available publicly and kept up-to-date. The LDS covers a 3-year period. It is important that local communities and interested parties can keep track of progress so it is important that Local Planning Authorities should publish their LDS on their website.
- 1.6 Local Development Schemes must also be produced in compliance with any data standard for this purpose published by MHCLG. Up-to-date and accessible reporting on the Local Development Scheme in an Authority's Monitoring Report<sup>2</sup> is an important way in which authorities can keep communities informed of plan making activity.
- 1.7 Any consultations on planning documents will be advertised and interested parties notified in accordance with the Council's Statement of Community Involvement (SCI)<sup>3</sup> and the LDS provides information about when consultations are likely to happen.
- 1.8 The LDS is also a useful tool for establishing and reflecting the Council's priorities and enables work programmes to be set for the preparation of planning documents. It also provides a context for the review of planning documents once they have been prepared.
- 1.9 This LDS covers the 3 year period 2025-2027 and supersedes the September 2022 LDS.

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<sup>2</sup> [Monitoring and Land Supply](#)

<sup>3</sup> [Statement of Community Involvement](#)

## 2. Current Local Development Documents and Guidance

### Dover District Local Plan – Adopted October 2024

- 2.1 The new [Local Plan to 2040](#) was adopted on 16<sup>th</sup> October 2024. It sets out the strategic priorities, policies and plans to guide future development to 2040, addressing topics such as climate change, place making, housing, employment, transport, infrastructure, the environment and heritage.
- 2.2 It replaces the Dover District Core Strategy (2010), Dover District Land Allocations Local Plan (2015) and the saved policies within Dover District Local Plan (2002).
- 2.3 It creates opportunities to provide new community infrastructure, achieve well-designed places, conserve and enhance the natural environment and to mitigate and adapt to climate change.

### Current Development Plan

- 2.4 In summary, as of October 2024, the below documents are the adopted 'Development Plan' for the Dover District:
  - **Dover District Local Plan** to 2040 (2024)
  - **Worth Neighbourhood Plan** (2015)
  - **Ash Neighbourhood Plan** (2021)
  - **Kent Minerals and Waste Local Plan** (2013-30) (as amended by Early partial review) (Kent County Council)
  - **Kent Mineral Sites Plan** (2020) (Kent County Council)
- 2.5 These can all be viewed on the District Council website [here](#) and visually using the Interactive **Policies Map** which can be found online [here](#).

### Current Supplementary Planning Documents and other planning guidance

- 2.6 Supplementary Planning Documents (SPDs) and local guidance documents are intended to provide detailed guidance on how planning policies in the Development Plan will be implemented. They can either be topic or area related. The below documents set out the council's position on a range of key topics and are a 'material consideration' when planning applications are being assessed.
  - [Thanet Coast and Sandwich Bay SPA Mitigation Strategy](#)

- [Delivering Affordable Housing through the Planning System SPD \(September 2007\)](#)
- [Affordable Housing SPD Addendum \(July 2011\)](#)
- [Security Measures for Retail and Commercial Premises \(January 2002\)](#)
- [Affordable Housing Rural Exception Sites \(January 2002\)](#)
- [First homes position Statement \(November 2021\)](#)

There are also specific guidance documents related to local sites/areas and design, including:

- [Dover Western Heights Masterplan \(September 2015\)](#)
- [Whitfield Urban Expansion Masterplan SPD \(April 2011\)](#)
- [Aylesham Masterplan \(2005\)](#)
- [Buckland Mill Planning Brief \(2003\)](#)
- [York Street Site Planning Brief \(July 2002\)](#)
- [St James' Area Planning Brief \(July 2002\)](#)
- [Preston Village Design Statement \(Sept 2008\)](#)
- [Walmer Design Statement \(January 2006\)](#)
- [More information about current Development Plan documents SPDs and other planning guidance can be found on our website.](#)

## **Conservation Area Character Appraisals**

2.7 In addition to the above guidance documents the council has a number of approved Conservation Area Appraisals. The council is endeavouring to either work with local community groups or consultants to produce appraisals for the remaining areas. Some of our conservation areas have had Article 4 Directions applied. This is a planning tool which limits permitted development rights for dwelling houses to ensure that any changes are managed with the character or appearance of the conservation area in mind. The following conservation areas have appraisals:

- Dover Town Centre
- Kingsdown
- Upper Deal

- Nelson Street, Deal
- Deal South Barracks
- Waterloo Crescent
- Victoria Rd and Wellington Rd
- St Margarets Bay
- Dour Street, Dover Conservation Area Character Appraisal

2.8 More information about Conservation Area Appraisals and Article 4 directions can be found [here](#).

## 3. Review of Local Development Documents

### Local Plan Review

- 3.1 The Dover District Local Plan to 2040 was adopted in October 2024 (see chapter 2). The NPPF and associated Planning Practice Guidance (PPG) set out that Local Plans need to be kept up to date and should be formally reviewed every 5 years to assess whether they need updating.
- 3.2 The Council recognises that the Local Plan is a long-term strategy and is committed to monitoring the implementation of the Local Plan to assess delivery of the strategic objectives and the individual development proposals. This is essential so that early action can be taken to overcome any barriers to delivery and is particularly important where there are key pieces of infrastructure that need to be delivered in a timely manner to enable development to proceed.
- 3.3 Monitoring of the Local Plan is important to enable communities and interested parties to be aware of progress and ensure that the overall strategy is being delivered. This is undertaken through the Authority Monitoring Report (AMR).
- 3.4 Recent changes to the NPPF and accompanying updates to Planning Practice Guidance in December 2024 revise the housing need standard methodology, different to that used for the Local Plan. The NPPF also sets out that from 1<sup>st</sup> July 2026, councils which had plans adopted in the last 5 years and had their housing requirement assessed under the previous standard methodology at a level of 80% or less than the new calculated housing need, will have a 20% buffer requirement added to their need. Based on the calculations at this time, the Local Plans annual housing need figure (611 dwellings) is 82% of the new annual standard method calculations (746 dwellings).
- 3.5 Due to its recent adoption, and that more than 80% of the new Standard Methodology district housing need is being met by the Local Plan, the council has no current plans to commence a Local Plan Review within the 3-year period covered by this LDS, and therefore it is not included within the timetable at Appendix 1.
- 3.6 The timing of a formal review to determine if the Plan needs updating will be considered as part of the continuous monitoring that is carried out through the AMR and particularly the housing information audit. If a review is required, the LDS will be updated to reflect any Local Plan review timetable.



## 4. New/Updated Supplementary Planning Documents

### Developer Contributions SPD

#### *Purpose of the SPD*

- 4.1 Dover District Local Plan Policy SP11 – Infrastructure and Developer Contributions, sets out the council's approach to securing infrastructure in the right place, at the right time to meet the needs of the district and support the growth identified in the plan from new developments. This is done through the developer contributions (also known as planning obligations) system. These contributions are mainly secured through Section 106 (S106) legal agreements or can be secured by planning condition if they are delivered as part of the development. The Local Plan established the intention for more detailed information to be set out for how developer contributions will be calculated and secured for DDC managed/led infrastructure through an SPD.
- 4.2 The types of infrastructure and services this document will cover are only related to services which are delivered by DDC, this includes Open Space and Play Areas, Sports facilities, Green Infrastructure and Tree Planting, Community and public realm facilities, and for projects which DDC are leading such as Strategic Highway Improvements at Whitfield and Duke of York Roundabouts. Other service providers such as Kent County Council and the NHS have/are creating their own guidance for how developer contributions are calculated and secured towards their services, such as Education and Health.
- 4.3 The SPD is also supported by the Infrastructure Delivery Plan (IDP) which identifies the needs for the different types of infrastructure across the district, based on the most recent strategies and information.
- 4.4 The purpose of this SPD will be to provide additional support and guidance on applying those Local Plan policies relating to delivery of infrastructure or payments towards services. It will include information on how financial payments will be calculated towards new, or upgrading existing facilities, and maintenance of those facilities, the amount of space required if provision is delivered on-site and provide more information about how applicants should provide and present information relating to infrastructure provision within their application. It will also address how the council will deal with competing requests for developer obligations, including those from external providers such as Kent County Council and the NHS, and how Town and Parish Councils can request obligations for services that they deliver.

### *Timescales for production of the SPD*

4.5 Preparation of this SPD will commence in Q3 of 2025, this will enable a key piece of evidence, the Infrastructure Delivery Plan (IDP) to be updated in 2025. Public engagement on the SPD is planned for Q4 of 2025, with adoption in Q2 of 2026.

## **Affordable Housing SPD**

### *Purpose of the SPD*

4.6 The purpose of this SPD is to provide additional support and guidance on applying of the Council's new Local Plan policies related to affordable housing namely Local Plan Policy SP5: Affordable Housing and Policy H2: Rural Local Needs Housing.

4.7 The SPD will explain in more detail the Council's approach to affordable housing delivery including the level and type of provision and includes more specific information in relation to Vacant Building Credit, Build to Rent, First Homes and Rural Exception Sites. The SPD will also set out the Council's approach to development viability at the decision-making stage and address recent changes to the NPPF and how these will be taken into account alongside the Local Plan. The new SPD will replace the current SPD and guidance documents below:

- Delivering Affordable Housing through the Planning System (2007)
- Affordable Housing SPD Addendum (2011)
- First Homes Position Statement (2021)

### *Timescales for production of the SPD*

4.8 The SPD programmed for public engagement in Q2 2025. Adoption is planned by the end of 2025.

## **Design Codes SPD**

### *Purpose of the SPD*

4.9 The National Planning Policy Framework (NPPF) states that local planning authorities should prepare design codes, in accordance with the National Model Design Code (NMDC) introduced in 2021, to provide maximum clarity about design expectations including local character at an early stage. If they are not included in the Local Plan, they should be adopted as SPD.

- 4.10 The NMDC defines design codes as “a set of simple, concise, illustrated design requirements that are visual and numerical wherever possible to provide specific, detailed parameters for the physical development of a site or area”. The presentation of design requirements in this way is expected to make them easier to engage with and to provide greater clarity to developers. A design code can be area-wide or relate to a neighbourhood or to a specific site. The NMDC identifies 3 stages in the process for preparing design codes:
- Stage 1 Analysis
  - Stage 2 Vision
  - Stage 3 Code
- 4.11 The new Local Plan includes a policy specifically related to Design Codes; PM1 – Achieving High Quality Design, Place Making and the provision of Design Codes. This policy provides clear design expectations for proposals that come forward in the district and sets out a number of key principles that should inform all development from the earliest stages of the design process.
- 4.12 A working group has been established between planning departments at Ashford Borough Council, Canterbury City Council, Dover District Council, Folkestone and Hythe District Council and Thanet District Council and the group has appointed consultants to commence preparation of Stage 1 and 2 for each authority, and this commenced in January 2025.
- 4.13 The end result of stage 2 of the project will result in a Design Code Framework for each district which includes evidence and a toolkit for producing the final code/s alongside a community guide.

#### *Timescales for production of the SPD*

- 4.14 The key engagement timescales for Stages 1 and 2 are set out in the timetable in Appendix 1. There will be key stakeholder engagement throughout the process of evidence gathering and visioning, including through community panels.
- 4.15 The final district code/s which will become the SPD is Stage 3 of the process. It is currently unknown when this stage will commence and therefore adoption is unknown. It is the intention that the SPD will be produced in topic-based sections, in a digitised format and therefore different parts may be consulted upon and adopted at different stages over the next 3-year period. The LDS will be updated accordingly, through the AMR, once these timescales are known.

## Local Heritage List SPD

### *Purpose of the SPD*

- 4.16 The Local Plan is supported by the district wide Heritage Strategy (2020), which includes a number of recommendations, and one of these is to prepare a Local Heritage List SPD.
- 4.17 Local Listing of heritage assets enables the identification of non-designated assets (buildings and structures) considered to have special local architectural or historic interest by the public and the Council. To be included on a Local List, a building must meet some or all of certain criteria, including architectural significance, historical significance, technical significance and townscape value.
- 4.18 The purpose of this Local Heritage List SPD is not to actually list the buildings or structures which meet the criteria itself but is to provide guidance to local groups wishing to add to the local list or prepare their own local heritage lists. It will be based on the Historic England's 'Guiding Principles for Local Heritage Listing' document and add district level guidance. It will include details of how to submit assets for consideration and how they will be assessed for inclusion.
- 4.19 Once the SPD is adopted, it will be a useful tool for all parties including the council members and officers, town and parish councils, local heritage groups and applicants. The document will also provide guidance to owners and occupiers of entries on the Local List, explain why the Local List has been created and the effects of inclusion. The guidance will also help members of the public to suggest sites for inclusion on the Local List.
- 4.20 The list of heritage assets which meet the designation criteria will be published as a separate document and map to the SPD, which will enable it to be updated, when necessary, outside of the SPD process.

### *Timescales for production of the SPD*

- 4.21 Preparation of the SPD will commence in Q1 2025, with public engagement in Q3, with a view to adopt by the end of 2025.

## **Dover Town Archaeological Plan SPD**

### *Purpose of the SPD*

- 4.22 The district is extremely rich and diverse with regards archaeological sites of national significance, some of which are considered iconic such as Dover Castle and Richborough Roman Fort. The archaeological discoveries within Dover town itself have recently been modelled in an Urban Archaeological Database (UAD) by Kent County Council. This is one of only 30 such databases across the country and was made possible following grant funding from Historic England and the District Council.
- 4.23 The Dover UAD is an enhancement of the Kent Historic Environment Record (HER) held by Kent County Council and provides an up-to-date and comprehensive record of the known archaeology within the town mapped according to time period. The UAD is an excellent resource for applicants, providing a primary source of information for desk-based site assessments, and has informed the development of the Archaeological Characterisation of Dover Town document. This tells the story of how the town developed and it is proposed that this work will inform the Dover Town Archaeological Plan SPD which will set out a strategy for the management of the archaeological resource of the town, and support the Local Plan heritage policies.

### *Timescales for production of the SPD*

- 4.24 Preparation of the SPD will commence in Q1 2025, with public engagement in Q3, with a view to adopt by the end of 2025.

## **Biodiversity Net Gain SPD**

### *Purpose of the SPD*

- 4.25 The Local Plan sets out the intention of the council to produce future guidance to give applicants further clarity about what should be submitted with a planning application and more details of the council's approach through Local Plan policy to securing BNG. The SPD will support the update to the Local Validation Checklist and will set out specific requirements of national policy and legal requirements and provide supplemental guidance on how to approach and present that information.

### *Timescales for production of the SPD*

- 4.26 Preparation of the SPD will commence in Q1 2025, with public engagement in Q2, with a view to adopt by the end of 2025.

## Site Specific Flood Risk Assessment SPD

### *Purpose of the SPD*

4.27 The councils current Site-Specific Guidance for Managing Flood Risk was produced in 2019 by a consultant, in partnership with DDC. The recently adopted Local Plan references the guidance as a document which should be used to inform planning applications, however, due to changes with flood mapping, and national policy changes in relation to flood risk and the additional requirements of assessing surface water, officers consider it essential to undertake a review of the guidance document and update it where necessary to reflect these changes. As it will support the Local Plan policies, it is intended that the document will be an SPD.

### *Timescales for production of the SPD*

4.28 Preparation of the SPD will commence in Q3 2025, with public engagement in Q4, with a view to adopt by the end of Q1 2026.

## 5. Neighbourhood Plans

- 5.1 Neighbourhood Plans (NPs) are produced by the local community to shape and guide its future development. This may set out their vision for the future and provide general planning policies and proposals to guide development in their neighbourhood. A Neighbourhood Plan, once adopted, forms part of the Development Plan and is used to determine planning applications.
- 5.2 As of February 2025, there are currently 9 Parish/Town Councils in the District with Neighbourhood Area Designations who are at different stages of the neighbourhood planning process. Currently there are 2 'made' (adopted) Neighbourhood Plans (NP) within the district; Ash, and Worth.

### Neighbourhood Plans in Preparation

- 5.3 The following timescales are expected for emerging Neighbourhood Plans or reviews:
- **Ash** has an adopted neighbourhood plan (2021). No updates received in relation to a review timescale.
  - **Aylesham** received designated neighbourhood status in 2024. No updates have been provided in relation to production timescales for a draft NP.
  - **Dover Town** received designated neighbourhood status in 2018. No updates have been provided in relation to production timescales for a draft NP.
  - **Langdon** received designated neighbourhood status in 2020 and have consulted on the first draft (Regulation 14) of their plan in from January to February 2025. They intend to submit the Regulation 16 Plan to the council in March for a 6-week consultation. They anticipate the Examination and Referendum to be held in Q3, with adoption in Q4 2025.
  - **Ringwould with Kingsdown** received designated neighbourhood status in late 2023. They have commenced evidence gathering but no updates have been provided in relation to production timescales for a draft NP.
  - **Sandwich** received designated neighbourhood status in 2013. No updates have been provided in relation to production timescales for a draft NP.
  - **Shepherdswell** received designated neighbourhood status in 2014. No updates have been provided in relation to production timescales for a draft NP.
  - **St. Margarets at Cliffe** received designated neighbourhood status in 2013. The Parish Council have confirmed that they intend to publish Regulation 14 NP in Q3 of 2028, with a view to adopt in Q2 2029.

➤ **Worth** Neighbourhood Plan was adopted in 2014. The Parish Council are preparing to undertake a Review of the Neighbourhood Plan, with Regulation 14 consultation expected in Q1 2026, and adoption by Q3 2026.

5.4 More information about status and stages all the Neighbourhood Plans in the District can be found [here](#), however, please contact your Parish Council's Neighbourhood Plan directly for specific information on their plans and progress.

5.5 If you are a Town or Parish council or community group considering undertaking a neighbourhood plan in your area but are not yet designated, further information about the process can be found on our [website](#).



## **6. New and updated Planning Guidance Documents**

6.1 The following documents are not proposed as SPDs and therefore are not required to be detailed or timetabled in the LDS. They have been included for information purposes.

### **Infrastructure Delivery Plan (IDP) 2025**

#### *Purpose of the document*

6.2 The purpose of an IDP and accompanying Infrastructure Delivery Schedule (IDS) is to record existing infrastructure in the district, planned and committed infrastructure projects and what will be needed to be delivered in the future to meet the growth set out in the Local Plan. Types of projects include improvements to existing and provision of new services such transport and highways schemes, active travel improvements, provision of schools, enhancement of health services and community facilities, water related projects, waste management services, and new and improved open space, sports and play facilities. The current IDP was published in June 2023 and the detail of projects and costs contained within it have evolved or require updating, as the IDP is a 'living' document. It will be updated during 2025.

### **Statement of Community Involvement**

#### *Purpose of the document*

6.3 A Statement of Community Involvement (SCI) is required under Section 18 (Part 1) of the Planning and Compulsory Purchase Act (2004). The current SCI 2019 is titled 'How to be involved in the planning process' and it sets out:

- how we will involve the community in plan-making and when considering planning applications;
- our publicity and consultation procedures for all planning matters; and
- what we expect applicants to do before they submit a planning application.

6.4 An update to the SCI is planned in 2025.

## Appendix 1 – LDS Timetable for Production of Documents 2025-27

Document Title	2025				2026				2027			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Local Development Documents												
Design Code SPD <sup>1</sup>		Stage 1	Stage 2	Stages 1 & 2	Stage 3							
Affordable Housing SPD												
Developer Contributions SPD												
Local Heritage List SPD												
Dover Town Archaeological Plan SPD												
Biodiversity Net Gain SPD												
Site-Specific Flood Risk Assessments SPD												
Other Planning Documents												
Infrastructure Delivery Plan (IDP) 2025												
Statement of Community Involvement (SCI)												
Neighbourhood Plans												
Langdon Neighbourhood Plan	Reg 14	Reg 16										
Worth Neighbourhood Plan Review					Reg 14	Reg 16						
St. Margarets at Cliffe Neighbourhood Plan												

Key:

Document Preparation	Stakeholder Engagement Stage	Public Engagement Stage	Adoption	Publication
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<sup>1</sup> (Stage 3 to be adopted in topic-based sections – dates unknown at this time)