



Report to: Cabinet Meeting - 24 February 2026

Portfolio Holder: Councillor Claire Penny, Sustainable Economic Development

Director Lead: Matt Lamb, Director - Planning & Growth

Lead Officer: Matthew Norton, Business Manager – Planning Policy & Infrastructure, Extension 5852

Report Summary	
Type of Report	Open Report / Key Decision
Report Title	New Newark & Sherwood Local Plan
Purpose of Report	To set before Cabinet the proposed regulations and guidance in relation to the new Plan Making System To set out the impact on the production of the New Local Plan timetable and Supplementary Planning Documents
Recommendations	That: <ol style="list-style-type: none">a) the contents of the report are noted;b) the proposed timetable at paragraph 3.5 to the report is adopted;c) delegated authority be given to the Portfolio Holder for Sustainable Economic Development to amend the adopted timetable to reflect any regulatory requirements which emerge from the publication of plan making regulations;d) in line with the timetable the notice of intention to commence plan making is undertaken in March 2026; ande) Supplementary Planning Documents in relation to Affordable Housing and Developer Contributions & Planning Obligations are prepared before the 30 June 2026.

Alternative Options Considered	None – the Council is required to have a Local Plan timetable and has already agreed to prepare a plan as soon as possible.
Reason for Recommendations	To approve the New Local Plan Timetable and agree the proposal to begin plan making.

1.0 Background

1.1 As part of the preparation of the Amended Allocations & Development Management DPD the District Council has agreed to commence the production of a new style Local Plan to ensure the district has an up-to-date plan as soon as possible. A timetable was agreed assuming that the guidance and regulations would be published in summer 2025. This guidance was published at the end of November 2025.

2.0 New Plan Making System

2.1 Matthew Pennycook MP Minster for Planning & Housing released a written ministerial statement on the new plan-making system on the 27 November 2025. The text which was repeated in a letter to Council Leaders and Chief Executives is attached at **Appendix A**.

2.2 The term ‘new plan-making system’ includes:

- the changes to the primary legislative framework, set out in the Levelling-Up and Regeneration Act (LURA) 2023;
- the detailed procedures for local plans, minerals and waste plans, and supplementary plans set out in secondary legislation;
- the policy changes set out in the revised draft National Planning Policy Framework; and
- the guidance in the ‘create or update a local plan’ using the new system collection.

2.3 The Government has issued draft guidance (intended to be updated regularly) which covers the first steps in preparing a plan under the new system, along with other parts of the plan-making process. It will eventually cover the full process of the new plan-making system. It has published the guidance to let Local Planning Authorities (LPAs) to see the upcoming changes to the new plan-making system and help LPAs to begin preparing local plans immediately.

Plan-making regulations guidance

2.4 The Local Plan Making Process is illustrated in the diagram overleaf. It sets out the sequence of key local plan-making steps which will be required under Part 2 of the Planning and Compulsory Purchase Act 2004 (“PCPA 2004”) (amended by Schedule 7 to The Act) and the new regulations:



Publish local plan timetable	The timetable must be kept up-to-date and set out the anticipated and actual dates for key plan-making stages.
Publish notice of intention to commence local plan preparation	Publication of notice which commences a minimum 4-month notice period so that stakeholders are aware plan-making is beginning.
Scoping consultation	Inviting feedback from stakeholders on how to engage with them and what the plan should contain.
Gateway 1: self-assessment of readiness	Publication of a document setting out details of how you have got ready for plan-making, marking formal commencement of plan-making for the purposes of the 30-month timeframe.
Consultation: proposed local plan content and evidence	Minimum 6-week consultation on the proposed local plan content and evidence, including a draft vision.
Gateway 2	Seeking observations and advice from PINS to support the early resolution of potential soundness issues and progress towards the ‘prescribed requirements’.
Consultation: proposed local plan	Minimum 8-week consultation on the proposed local plan and its supporting documents.
Gateway 3	Testing if the proposed local plan has met the ‘prescribed requirements’ and can proceed to examination.
Examination	Examination of the local plan against the tests of soundness, to be set out in national policy.
Adoption	Publication of the local plan and adoption statement.

2.5 The Act replaces the existing requirement to adopt a Local Development Scheme with a new requirement to prepare and maintain a local plan timetable. The regulations will require LPAs to prepare their local plan timetable consistently, so that they all report against the same, defined plan-making milestones. These milestones will include when plan-making steps are undertaken; when consultation periods begin and end; and when outputs following gateways or examination are published.

2.6 LPAs will be required to maintain their timetable. The regulations will also specify when they must revise their timetable, including (but not limited to):

- when the Gateway 1 self-assessment summary is published
- when observations and advice by a gateway assessor, or the examiner’s report, is published

- if the LPA has to repeat Gateway 3, as soon as is reasonably practicable after seeking further observations and advice (to set out the date on which the authority did this)

LPAs must also revise their timetable to bring it up to date, where necessary, at least every month.

First Steps to Plan Making - Notice of intention to commence local plan preparation

2.7 LPAs must publish a document to be known as their notice of intention to commence local plan preparation at least four months before publishing their gateway 1 self-assessment summary. This will give communities and other stakeholders advanced notice of plan-making, so that they can understand when and how they can get involved in the process. The notice must include:

- details of the LPA which has prepared the notice, including the area to which their local plan will apply
- where the local plan timetable is published
- if the local plan is to be a joint plan, which other authorities are participating in its preparation

First Steps to Plan Making - Scoping Consultation

2.8 To provide meaningful early engagement in the plan-making process, LPAs must invite representations on matters including what the plan should contain and how future engagement on the plan should be carried out. This must take place after or alongside publishing the notice of intention to commence local plan preparation. Representations must be invited from defined general and specific consultation bodies and can be made by any persons, including local residents. The regulations will not specify a minimum consultation period for this stage, but it must conclude prior to the publication of the Gateway 1 self-assessment summary.

Gateway 1 - self-assessment of readiness for local plan preparation

2.9 LPAs will be required to prepare and publish a self-assessment summary which sets out details of their readiness for local plan preparation. This form must provide details of the LPAs readiness in relation to:

- project management and governance arrangements
- the timetable for the preparation of the plan
- consultation and engagement
- anticipated local plan content
- environmental assessments

The self-assessment summary must be published no earlier than 4 months after the publication of the notice of intention to commence local plan preparation and, in any event, must be after the conclusion of the scoping consultation. It must be made available on the LPAs website in plain English.

2.10 Once the self-assessment summary is published the clock starts on the 30-month plan making process of plan preparation, examination and adoption. Officers have considered the various implications of the guidance along with the current workload of the Planning Policy team.

3.0 Proposing a Newark & Sherwood Local Plan timetable

3.1 In preparing a timetable it should be noted that a key element of the reforms is the restriction that will be introduced regarding Supplementary Planning Guidance (SPDs). Under the LURA there is no longer provision for SPDs. If LPAs wish to pursue the production of an SPD to support the implementation of existing development plan policies, then they will have to do so by the 30th June 2026. Currently the Council has 9 SPDs and the Amended Core Strategy and (Amended) Allocations & Development Management DPD envisage more SPDs will be produced including in Air Quality, Sustainable Design, and the Newark Design Code.

3.2 It has always been planned that post adoption of the Amended Allocations & Development Management DPD a number of SPDs would be updated and the new ones would be gradually produced, fitting around the production of the new Local Plan. Members will recall that we had previously committed to undertaking a review of our Affordable Housing SPD and the Developer Contributions & Planning Obligations SPD, which unfortunately we have had to delay because of the slow progress of the Amended Allocations & Development Management DPD Examination.

3.3 If we have such a limited period of time left to complete SPDs the updating of the Developer Contributions & Planning Obligations SPD is the most pressing as this supports the delivery of new infrastructure alongside housing and has not been updated since 2013. It is therefore proposed to prepare an updated SPD for consultation during April and May 2026 with a view to adopting an updated SPD at Cabinet in June before the deadline.

3.4 Ideally this would be approach we would take with the Affordable Housing SPD. Consultation was undertaken on this in 2024 but following various changes to the NPPF, and consequently our own proposed Development Plan policy, work was paused on this. The Affordable Housing policies are an outstanding element of the examination of the Amended Allocations & Development Management DPD. Therefore, until we know the outcome of the Inspectors Report we are not going to be able to progress a full SPD based on new policy. Officers are considering a number of potential approaches and the most likely of which is that an interim SPD could be prepared. It is proposed therefore that we will make preparations to consult at the same time as the Developer Contributions & Planning Obligations SPD whilst leaving open exactly what the SPD content will be.

3.5 Developing and consulting on the SPDs will obviously take time and therefore this will impact on the capacity of the team prepare the new Local Plan. In order to accommodate both work streams it proposed to take the following approach to the new Local Plan:

Stage	Date
Pre Plan Making Stage	
Publish Local Plan timetable	March 2026
Publish Notice of Plan Making	March 2026
Scoping Consultation	July 2026
GATEWAY 1	September 2026
Publish Gateway findings	September 2026
23 Months Preparation September 2026 to August 2028	
Publish Summary of Scoping consultation	October 2026
8 Week Public Consultation – Consultation on proposed plan content and evidence	June and July 2027
Publish Summary of proposed plan content and evidence consultation	September 2027
GATEWAY 2	November 2027
Publish Gateway findings	December 2027
6 Week Consultation on Proposed Local Plan	March and April 2028
Publish Summary of Proposed Local Plan Consultation	June 2028
GATEWAY 3	July 2028
Publish Gateway findings	August 2028
6 Month Examination Process	
Examination Process - including hearing sessions	September 2028 – March 2029
Adoption	April 2029

3.6 This is unfortunately a longer time frame than previously anticipated, given the delay in publishing the guidance and regulations, the need to finalise SPDs the proposal to have a new Local Plan in place by April 2029 represents a realistic timetable in the circumstances. It has been prepared to ensure that at key steps along the way there are opportunities for the new Shadow Authority and then the new Authority to be involved in substantial elements of the programme rather than simply adopting the plan after examination under the previous timetable, because it will be responsible for implementing any plan that is adopted.

3.7 The proposed timetable and the approach to SPDs was endorsed by the Planning Policy Board at the 21 January meeting. The Board also endorsed the proposal to commence plan making. Attached at **Appendix B** is a copy of the proposed notice that will be published in March alongside the timetable. The report was written with expectation that the new plan making regulations would have been published at the

end of January. This has not occurred and it maybe that this will not have happened by the time of the meeting. Therefore, it is proposed that delegated authority be given to the Portfolio Holder for Sustainable Economic Development to make adjustments to the timetable to ensure that it meets the regularity requirements as set out in the as yet unpublished regulations.

3.8 Seeking to encourage LPAs to commence Plan Making as soon as possible, and acknowledging the significant costs of this the Government invited Council's to bid for additional funding under the MHCLG Local Plan Implementation Funding programme. Officers have submitted an expression of interest and will then hopefully be asked to prepare a brief proposals on how any funds will be spent. At present officials were not able to indicate the levels of funding to be given to each LPA as this will be dependent on the number of successful entries.

4.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Implications Considered			
Yes – relevant and included / NA – not applicable			
Financial	Yes	Equality & Diversity	n/a
Human Resources	n/a	Human Rights	n/a
Legal	Yes	Data Protection	n/a
Digital & Cyber Security	n/a	Safeguarding	n/a
Sustainability	n/a	Crime & Disorder	n/a
LGR	Yes	Tenant Consultation	n/a

Financial Implications 25/26/5063

3.1 A successful application to the MHCLG Local Plan Implementation Funding programme will bring additional resources to the Planning Policy & Infrastructure Business Unit, helping to deliver the New Local Plan.

Legal Implications - LEG2526/776

3.2 The Legal basis for the Local Plan has been set out in the body of this report. The Local Plan timetable will need to be kept under review to ensure that it aligns with secondary legislation when it has been published. The Legal Team are available to provide support and advice to Officers as required.

Local Government Reorganisation Implications

3.3 The government have been clear that despite LGR Council's should continue to prepare Local Plans. As part of any order to create the new authority the government will provide the adopted Development Plan (Local Plan) will continue to be the development plan for the part of the area it covers. The order will also set a deadline

for when a new development plan covering the whole area must be in place. This has normally been a five-year target from vesting day.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

[Create or update a local plan using the new system - GOV.UK](#)