

**CHARNWOOD LOCAL DEVELOPMENT FRAMEWORK
LOCAL DEVELOPMENT SCHEME**

APRIL 2011 TO MARCH 2014

AUGUST 2011

Contents

1. Introduction.....	1
2. The Local Development Framework.....	1
3. The Charnwood Local Development Framework.....	2
4. Project Management and Resources.....	3
5. Risk Assessment	4
6. Schedule of Proposed Local Development Documents.....	6
7. Programme Chart	8
Appendix A:.....	9
Saved Policies of the Charnwood Borough Local Plan 2004	
Appendix B:.....	15
The Local Development Framework	
Appendix C:.....	16
Stages of Development Plan Document Preparation and Relationship to Sustainability Appraisal	
Appendix D:.....	17
Supplementary Planning Guidance and Supplementary Planning Documents	
Appendix E:.....	19
Profiles of Local Development Documents	
Appendix F:.....	22
Glossary of Terms	

Cabinet considered the Local Development Scheme on 7th July 2011 and resolved to approve the schedule of local development documents and to submit the Scheme to the Secretary of State in accordance with legislation (minute 27 11/12 refers). The Local Development Scheme came into effect on 18th August 2011

1. Introduction

- 1.1. Planning shapes the places where people live and work. Good planning ensures that the right development takes place at the right location and at the right time. It helps towns and cities thrive and grow by providing jobs, homes and leisure opportunities whilst protecting and enhancing the historic environment and important open spaces.
- 1.2. This Local Development Scheme presents the Council's commitment to the production of various planning documents that will make up the Local Development Framework (LDF). These documents taken together will set a clear vision for the area, together with a strategy for delivering it, over the period to 2028 and will gradually replace the 'saved' policies of the Charnwood Borough Local plan (2004). The saved policies can be found in Appendix A.
- 1.3. This is the third Local Development Scheme prepared by the Council. It takes into account changes in legislation in 2008 and the work undertaken to evidence the Core Strategy over the last five years.
- 1.4. The government will introduce new legislation to make changes to the planning system to reflect the localism agenda. The detail of the changes are yet to be finalised but are expected within the lifespan of this Scheme. We have started to think about how the changes will influence our work and have programmed a review of the Statement of Community Involvement in this Scheme.

2. The Local Development Framework

- 2.1. The Local Development Framework is a portfolio of planning documents which provide the basis for decisions to be made on planning applications. In addition to the Local Development Scheme, the Local Development Framework should include the following Local Development Documents:
 - Development Plan Documents
 - Supplementary Planning Documents
 - Statement of Community Involvement
 - Annual Monitoring report
- 2.2. The relationship between the Local Development Documents is explained in Appendix B
- 2.3. **Development Plan Documents (DPDs)** have statutory status and carry the most weight when making decisions on planning applications. They are subject to independent examination by an independent Planning Inspector and undergo a rigorous procedure of community involvement and consultation. Development Plan Documents normally comprise:
 - A core strategy – a long term strategic framework for the Borough
 - Site specific allocations of land
 - Development management policies for the Borough
 - Area Action Plans (where needed); and
 - A Proposals Map

- 2.4. **Supplementary Planning Documents (SPD)** are intended to expand upon, or provide further details to, policies in Development Plan Documents. New or replacement Supplementary Planning Documents will go through a consultation process in accordance with the Statement of Community Involvement. Once adopted, Supplementary Planning Documents will form part of the Local Development Framework as non-statutory documents. Supplementary Planning Documents will not be subject to examination but will be informed by community and stakeholder involvement.
- 2.5. The Council must also produce a **Statement of Community Involvement (SCI)** setting out how it intends to consult and involve the community in the preparation and review of local development documents and in development management decisions.
- 2.6. The **Annual Monitoring Report** assesses whether policies, targets and milestones have been met and it will inform the review of the Local Development Scheme.
- 2.7. In preparing the Local Development Framework the Council must also undertake a sustainability appraisal including a strategic environmental assessment of its strategy and proposals. The relationship between the sustainability appraisal and planning documents as well as the stages involved in preparing development plan documents is shown in the diagram in Appendix C.
- 2.8. When development plan documents are submitted to the government for an examination in public they must be accompanied by an Equalities Impact Assessment (EqIA). This assessment identifies the impact that policies and proposals have on different people in the Borough.

3. The Charnwood Local Development Framework

Progress so far

- 3.1. The Statement of Community Involvement was subject to public consultation and independent examination by a planning Inspector. It was found sound and was adopted in January 2006.
- 3.2. The Core Strategy Development Plan Document commenced in 2004 and consultation on issues and options was held in May 2004 and June 2005. A preferred option report was published in February 2006 and again in October 2008. This Local Development Scheme sets out the milestones to complete the Core Strategy process.
- 3.3. A number of Supplementary planning Guidance and Supplementary Planning Documents have been produced in agreement with saved local plan policies. These are shown in Appendix D

Local Development Documents scheduled for 2011-2014

- 3.4. The Borough Council has considered which local development documents it intends to produce in the period up to 2014 and these are shown in Appendix E.

- 3.5. The Council's first priority will be to produce the Core Strategy development plan document for the area and then to identify necessary land allocations and the policies which will manage their implementation.
- 3.6. The Core Strategy Development Plan Document will set out the strategic policies to deliver the Council's vision for Charnwood up to 2028 and will address the spatial implications of the Sustainable Community Strategy and the strategies of other key bodies.
- 3.7. Site Allocations and Development Management Policies development plan document will identify sites in the borough needed to accommodate the range of land uses necessary to implement the objectives of the Core Strategy. It will also set out specific criteria against which planning applications for the development and use of land and buildings will be considered, along with details of developer contributions
- 3.8. A new Proposals Map will replace the Charnwood Borough Local Plan proposals map when the Site Allocations and Development Management Policies development plan document is adopted.
- 3.9. The Statement of Community Involvement will be reviewed during the three year period of this Local Development Scheme. It should be noted that due to the changes in the regulations, statements of Community Involvement are no longer subject to examination
- 3.10. A series of supplementary planning documents will also be necessary to amplify existing planning policy and it is proposed to maintain the project plan for these on the website and to integrate them within the Service Delivery Plan. A number of parishes have or are in the process of producing Village Design Statements. It is the intention to adopt these as supplementary planning documents as they come forward.
- 3.11. The Council will consider during 2011 whether it wishes to introduce a Community Infrastructure Levy charging schedule. The Community Infrastructure Levy is a new charge which local authorities can charge on most types of new development in their areas based on the size, type and location of the development proposed. Based on an Infrastructure Delivery Plan drawn up in consultation with neighbourhoods and stakeholders, the Community Infrastructure Levy would support the delivery of the housing and employment growth identified in the Local Development Framework.

Neighbourhood Development Plans

- 3.12. The government's Decentralisation and Localism Bill makes provisions for Neighbourhood Development Plans to be prepared. Neighbourhood Development Plans are a community-based document which will be initiated through the Parish/Town Council or Neighbourhood Forum and ultimately adopted by the Council as part of the development plan. Future reviews of the Local Development Scheme may need to consider the prospect of Neighbourhood Development Plans.

4. Project Management and Resources

- 4.1. The Local Development Framework is managed day to day by the manager of the Planning Policy Team. This work is overseen by the Local Development Framework Project Board

(LDF Board) which is made up of the Lead Cabinet member for Planning, the Head of Planning & Regeneration and the manager of the Planning Policy Team

- 4.2. A Local Development Framework Member Reference Group (LDF MRG) has also been constituted to provide advice and feedback to the Board on a range of planning policy matters.
- 4.3. The Planning Policy Team provides the bulk of the Council's resource to progress the Local Development Framework but specialist expertise is drawn from across the Plans, Policies and Place-making Group and elsewhere across the Service when required.
- 4.4. Budgetary provision is sought on an annual basis based on the Service Delivery Plan and Local Development Scheme programme. Specific costs relating to the submission of documents and the Examination process are identified in the Council's Medium Term Financial Plan.

5. Risk Assessment

- 5.1. An assessment has been carried out of the factors that could affect the ability of the council to deliver the Local Development Framework in accordance with the indicated programme. Actions to manage these risks have been identified.

Risk Identified	Likelihood/Impact	Management Action
Programme slippage	<p>Medium/High</p> <p>The Council is required to meet the milestones for development plan documents in the local development scheme. Failure to deliver against the key milestones will be damaging to the reputation of the local planning authority and the absence of up to date planning policies will hamper the realisation of the Council's vision and lead to unplanned developments in the Borough. The deadlines for preparing the Local Development Framework are very challenging given the greater emphasis on community consultation.</p>	<p>The Council will ensure that progress is carefully monitored and that priority is given to achieving the key milestones set out in the local development scheme</p>
Staff resources	<p>Medium/High</p> <p>The council is going through a period of transformation. Loss of experienced staff will impact on the production of local development documents.</p>	<p>Ensure that sufficient staff resources with the necessary experience and expertise are available for the production of development plan documents</p>
Financial resources	<p>Low/High</p> <p>Sufficient financial resources are required to prepare local</p>	<p>Ensure the Local development Scheme informs the council's Medium</p>

Risk Identified	Likelihood/Impact	Management Action
	development documents including for consultancy, consultation and the examination process.	Term Financial plan.
Competing work priorities	Low/Medium The Planning and Regeneration Service is involved in a wide range of spatial policy work. Planning applications for major unplanned developments will weigh heavily on staff resources especially if they go to appeal.	The high priority of the LDF is recognised and at certain times other work will have to take a much lower priority. Where this is not possible consideration is given to outsourcing work to other local planning authorities or consultants.
Level of public interest cause delays	Medium/High Public interest in the Local Development Framework has been high during previous consultations	Resources are drawn from across the Planning and Regeneration Service at appropriate times to ensure representations are dealt with.
Lack of capacity of the Planning Inspectorate or other statutory agencies to respond	Low/High Decisions taken nationally to change the resources of statutory agencies, and their capacity to manage local development framework consultations and other work, may cause delays to the programme	The Local Development Scheme provides forward notice of the council's Local Development Framework programme. Maintain contact with key agencies to minimise prospect of slippage

6. Schedule of Proposed Local Development Documents

Document	Status	Role & Content	Chain of Conformity	Start*	Issues and Options	Publication	Submission	Examination	Adoption
Core Strategy	DPD	Sets out the strategic policies to deliver the Council's vision for Charnwood up to 2028 and will address the spatial implications of the Sustainable Community Strategy and the strategies of other key bodies	In accordance with legislation, case law and national planning policies	May 2004	May 2004 June 2005 Feb 2006 Oct 2008	Feb 2012	May 2012	Sept 2012	May 2013
Site Allocations and Development Management Policies	DPD	To identify land use sites needed to implement the Core Strategy. To set out specific criteria against which planning applications will be considered	Consistent with national planning guidance and the core strategy of the LDF	Sept 2012	Sept 2012- June 2013	June 2013	Oct 2013	Feb 2014	July 2014
Proposals Map	DPD	Borough wide plan on ordnance survey base to identify specific policies and proposals for development or use of land		This will replace the local plan proposals map and will contain allocated sites and designated areas as set out in the development plan documents. The map will be adopted alongside the Site Allocations and Development Management Policies DPD					

Document	Status	Role & Content	Chain of Conformity	Start*	Issues and Options	Publication	Submission	Examination	Adoption
Statement of Community Involvement	LDD	Sets out how the council intends to consult and involve the community in the preparation and review of local development documents and in development management decisions	N/A						

* including consulting stakeholders on the scope of the sustainability appraisal

DPD – Development Plan document
LDD – Local Development Document

Appendix A: Saved Policies of the Charnwood Borough Local Plan 2004

The following policies were 'saved' beyond 27th September 2007. The table identifies which Local plan policies will be replaced, in whole or part, by the Core Strategy DPD or by the Site Allocations and Development Management Policies DPD. Policies marked by a hyphen will not be replaced.

Policy Number	Policy	Replaced by Core Strategy DPD policies	Replaced by Site Allocations and Development management DPD Policies
Chapter 2: Strategy			
ST/1	Overall Strategy for Charnwood	X	
ST/2	Limits to Development	X	
ST/3	Infrastructure	X	
Chapter 3: Environment			
EV/1	Design	X	
EV/2	Nationally Important Archaeological Sites		X
EV/8	Buildings of Local Historic or Architectural Interest		X
EV/9	Historic Parks and Gardens		X
EV/16	Access for People with Disabilities		X
EV/17	Safety in New Development		X
EV/18	Open Spaces of Special Character		X
EV/20	Landscaping in New Development		X
EV/22	Sites of Regional, County and District Level Ecological or Geological Importance		X
EV/23	Sites of Parish Level Ecological or Geological Importance		X
EV/29	Access to Watercourses for Maintenance		X
EV/31	Sewage Disposal Capacity		X
EV/39	Development and Pollution		X
EV/40	Light Pollution		X
EV/43	Percent for Art		X

Policy Number	Policy	Replaced by Core Strategy DPD policies	Replaced by Site Allocations and Development management DPD Policies
Chapter 4: Population and Housing			
H/1	New Housing Allocations on Previously Developed Land		X
H/2	New Housing Allocations on Greenfield Sites		X
H/2(a)	Land North of Bradgate Road, Anstey	-	-
H/2(b)	Land between Cotes Road and Willow Way, Barrow upon Soar	-	-
H/2(c)	Land at Brook Street, Burton on the Wolds	-	-
H/2(d)	Land at Peartree Lane, Loughborough	-	-
H/2(e)	Land at Meynell Road, Quorn	-	-
H/2(f)	Land at Little Haw Farm, Shepshed	-	-
H/2(g)	Land East of 19 Barkby Lane Syston	-	-
H/2(h)	Land at Barkby Road, Syston	-	-
H/2(i)	Land at Wysall Lane, Wymeswold	-	-
H/4	General Guidance on Provision for Affordable Housing	X	
H/5	Affordable Housing on Unallocated Sites	X	
H/6	Affordable Housing in the Rural Areas	X	
H/9	Assessment of Gypsy Site Proposals		X
H/10	Assessment of Travelling Showpeople Site Proposals		X
H/11	Houseboats		X
H/12	Student Halls of Residence	X	
H/13	Houses in Multiple Occupation without On-site Supervision.	X	
H/16	Design and Layout of New Housing Developments	X	
H/17	Extensions to Dwellings		X
H/20	The Ridgeway Area of Rothley		X

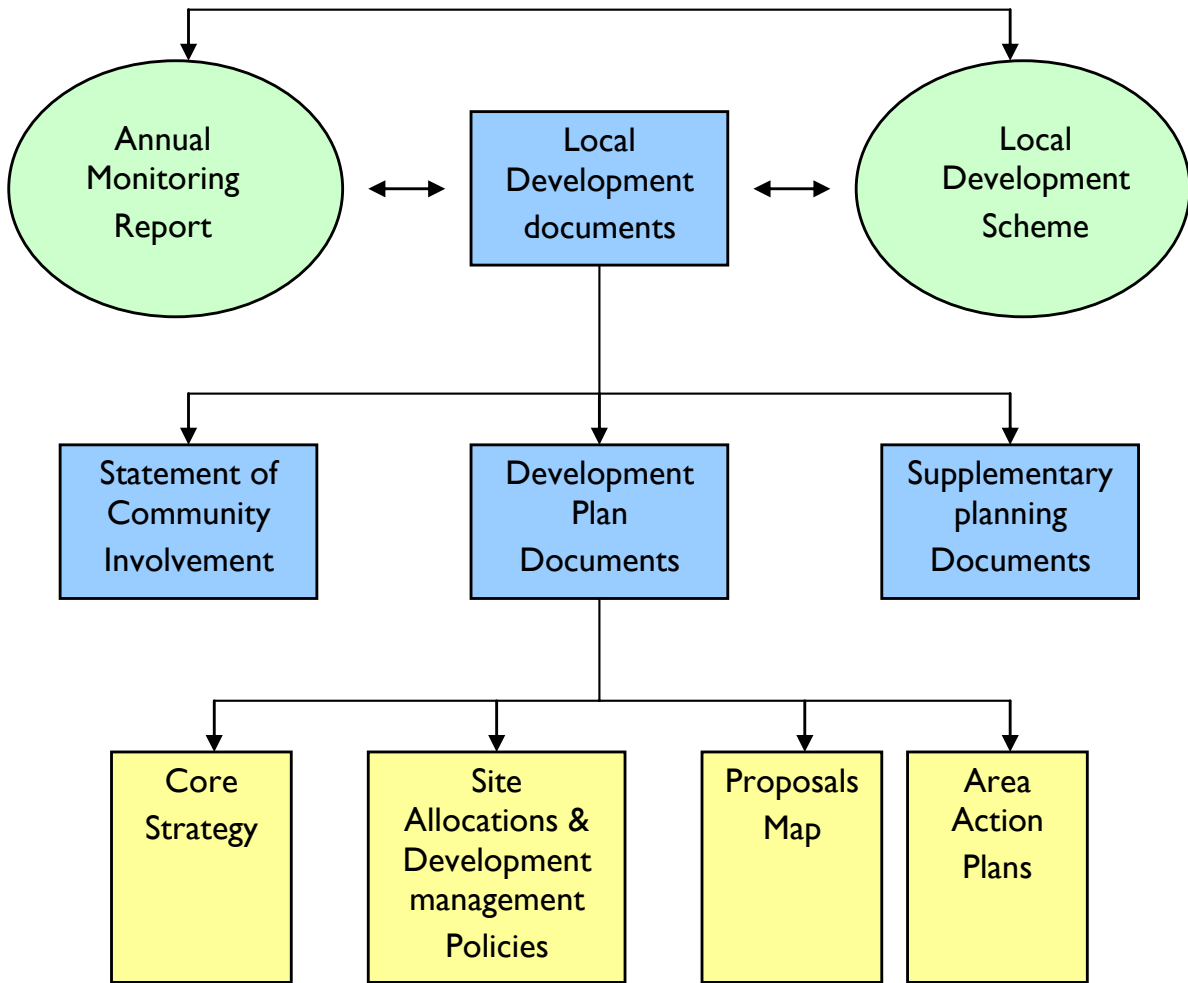
Policy Number	Policy	Replaced by Core Strategy DPD policies	Replaced by Site Allocations and Development management DPD Policies
Chapter 5: Employment and Business			
E/4	Loughborough Science Park	X	
E/5	New Employment Areas		X
E/5(a)	Extension to Hayhill Industrial Estate, Sileby	-	-
E/5(b)	Extension to Woodbrook Industrial Park, Belton Rd, Loughborough	-	-
E/5(c)	Land at Dishley Grange, Hathern	-	-
E/5(d)	Granite Way, Mountsorrel	-	-
E/5(e)	Land at Rothley Lodge, East of the A6 Bypass, Rothley	-	-
E/5(f)	Land North of Harrowgate Drive and West of the A6, Wanlip	-	-
E/6	Future Use of Dishley Grange Farmstead		X
E/7	Control of Employment Uses in Primarily Employment Areas		X
E/8	Safeguarding of Employment Land and Buildings		X
E/9	Sales Areas for Cars, Caravans and Other Vehicles		X
E/10	Regeneration Opportunity Site – Land between Burder Street and Midland Mainline, Loughborough		X
E/11	Acceptable Uses for Proposed Regeneration Opportunity Site		X
Chapter 6: Rural Land and Economy			
CT/1	General Principles for Areas of Countryside, Green Wedge and Local Separation	X	
CT/2	Development in the Countryside		X
CT/3	Development in Green Wedges		X
CT/4	Development in Areas of Local Separation		X
CT/5	Local Separation – The Ridgeway Area of Rothley		X
CT/7	Areas of Particularly Attractive Countryside	X	
CT/10	Rural Diversification		X
CT/13	Riding Stables, Kennels and Similar Establishments		X

Policy Number	Policy	Replaced by Core Strategy DPD policies	Replaced by Site Allocations and Development management DPD Policies
CT/14	Replacement Dwellings		X
CT/15	Conversion of Existing Rural Buildings		X
CT/20	Development Located in the National Forest		X
Chapter 7: Transport and Traffic Management			
TR/1	The Specified Road Network (SRN)		X
TR/2	Safeguarding Areas for Programmed Strategic Road and Highway Improvement Schemes	X	
TR/3	Local Highway Improvement Schemes in Loughborough	X	
TR/4	Roads and Highway Improvements to be provided in Association with New Development	X	
TR/5	Transport Standards for New Development		X
TR/6	Traffic Generation from New Development		X
TR/7	Improving Bus Services and Facilities	X	
TR/8	An Improved Bus Station in Loughborough		X
TR/9	Bus/Rail Interchange next to Loughborough Station	-	-
TR/11	Safeguarding the Midland Mainline and Leicester to Peterborough Railway Corridors		X
TR/12	Safeguarding the Great Central Railway Corridor		X
TR/13	Access for Cyclists and Pedestrians		X
TR/14	Safeguarding Disused Linear Routes for Transport Purposes		X
TR/16	Traffic Calming		X
TR/17	The Impact of Traffic on Minor Rural Roads		X
TR/18	Parking Provision in New Development		X
TR/19	Public Car Parking Provision Serving Loughborough Town Centre	X	
TR/20	Public Car Parking Provision Serving District and Local Centres	X	
TR/21	Planning Criteria for the Design and Layout of New Car Parks		X

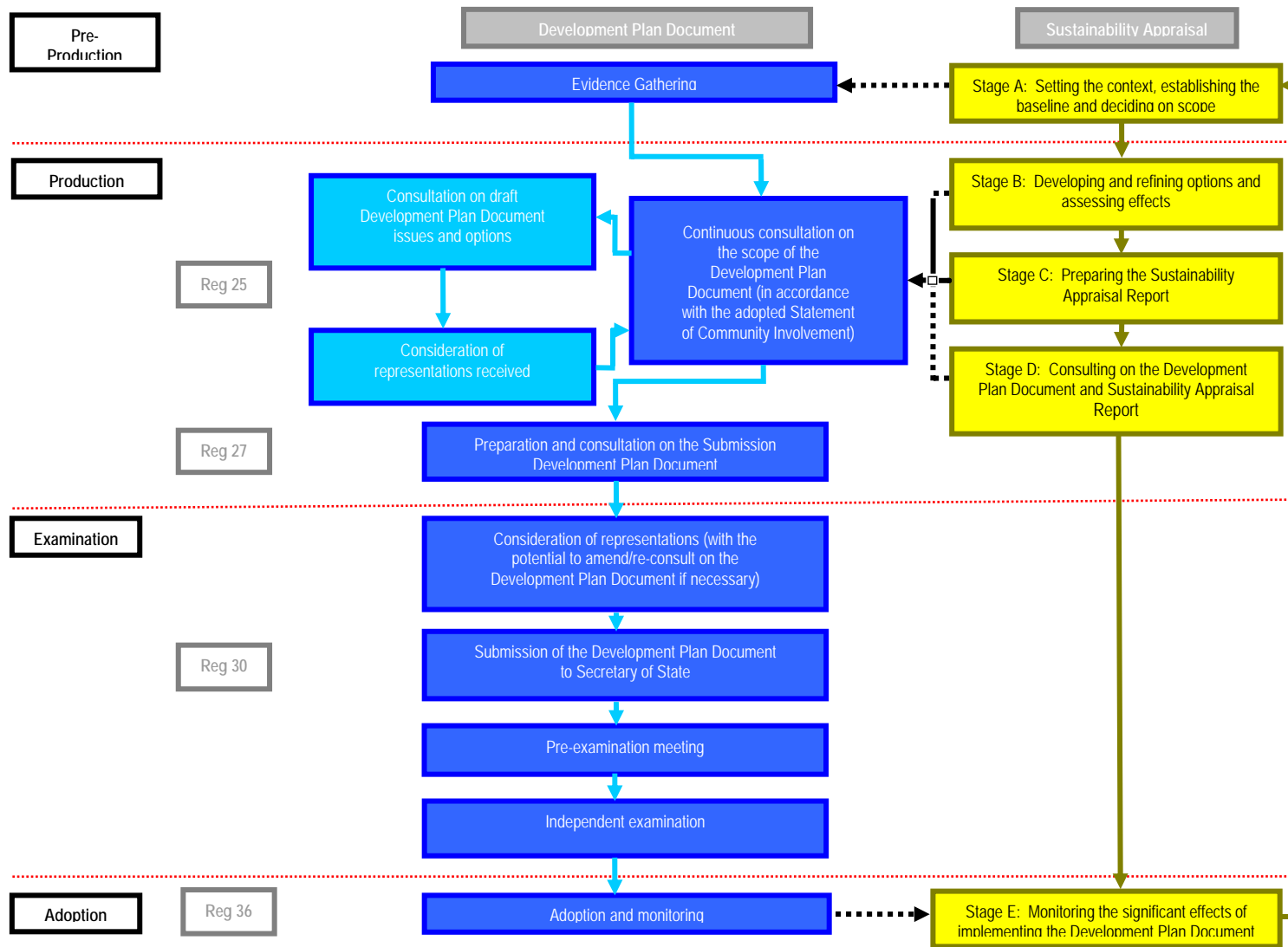
Policy Number	Policy	Replaced by Core Strategy DPD policies	Replaced by Site Allocations and Development management DPD Policies
TR/22	Park & Ride Site on land adjacent to the A46/A6 Junction, Wanlip	-	-
TR/23	Planning Criteria for Park and Ride Schemes to Service Loughborough and Leicester	X	
TR/25	Heavy Goods Vehicle Operations		X
TR/27	Provision of Servicing, Loading and Unloading Facilities in Non-Residential Developments		X
TR/28	Loss of Servicing, Loading and Unloading Facilities		X
TR/29	Roadside Service Area on Land Adjacent to the A6/A46 Junction, Wanlip	-	-
TR/30	Planning Criteria to Assess Proposals for Roadside Service Areas		X
Chapter 8: Central Areas and Shopping			
CA/2	Acceptable Uses in the Loughborough Core Area	X	
CA/3	Acceptable Uses in the Loughborough Outer Area	X	
CA/4(a)	Opportunity Site – Devonshire Square, Loughborough		X
CA/4(b)	Opportunity Sites – Fennel Street, Baxter Gate and Leicester Road, Loughborough		X
CA/5	Town Centre Business Areas		X
CA/6	Town Centre Commercial Service Areas		X
CA/7	Pedestrian Preference in Loughborough Town Centre		X
CA/8	Acceptable Uses in District Centres		X
CA/9	Acceptable Uses in Local Centres		X
CA/10	New Local Centres	X	
CA/11	Use of Upper Floors		X
CA/12	Shop Front Design		X
CA/13	Shop Front Security		X
CA/14	Amusement Centres		X

Policy Number	Policy	Replaced by Core Strategy DPD policies	Replaced by Site Allocations and Development management DPD Policies
Chapter 9: Recreation and Tourism			
RT/3	Play Spaces in New Development	X	
RT/4	Youth/Adult Play in New Development	X	
RT/5	Amenity Open Space In New Development	X	
RT/6	Design of Play-Areas	X	
RT/8	Replacement Derby Road Playing Fields, Hathern	-	-
RT/9	Recreation Land, Lanes Close, Sileby	-	-
RT/10	New Recreation Land, South of Hazel Road and Manor Drive, Loughborough	-	-
RT/12	Structural Open Space Provision In New Development		X
RT/13	Allsopps Lane, Loughborough – Recreation and Amenity Area	-	-
RT/17	Watermead Country Park	X	
RT/18	Wanlip Country Club	X	
RT/21	Grand Union Canal Opportunity Site		X
Chapter 10: Community Facilities			
CF/1	Retention of Existing Community Facilities		X
CF/4	Loughborough University and College Campuses	X	
CF/8	Fire Station Site A6/A46 Junction, Wanlip	-	-

Appendix B: The Local Development Framework



Appendix C: Stages of Development Plan Document Preparation and Relationship to Sustainability Appraisal



Appendix D: Supplementary Planning Guidance and Supplementary Planning Documents

Supplementary Planning Guidance

These supplementary planning guidance documents are linked to the 'saved' policies of the Charnwood Borough local plan and will continue in force until these policies are replaced by policies in development plan documents or new supplementary planning documents.

Document	Date Adopted	Link to 'Saved' Policies
Wymeswold Village Design Statement	Pre-2004	EV/1
Rearsby Village Design statement	Pre-2004	EV/1
Barrow upon Soar Village Design Statement	Pre-2004	EV/1
Planning and Lighting proposals	N/A	EV/50; RT1; RT15
Backland and Tandem Development	2001	H/15
House Extensions	N/A	H/15
Public Art: Making Places Distinctive	2003	EV/43

Supplementary Planning Documents

The following adopted supplementary planning documents are linked to 'saved' policies of the 2004 Charnwood Borough Local plan.

Document	Date Adopted	Link to 'saved' policies
Affordable Housing	September 2005	H/4; H/5; H/6
Student Housing Provision in Loughborough	December 2005	H/12; H/13; EV/1; EV/39
Loughborough University East Park	January 2006	CF/4; EV/1; EV/27
Leading in Design	July 2005	EV/1
Leading in Design – shop fronts and Signs	January 2006	EV/1; Ev/4; EV/10; EV/11 to 15; EV/16; CA/11; CA/12; CA/13
Leading in Design – making it easy	February 2006	EV/16
Devonshire Square Design Brief	March 2007	CA/4a
Former General Hospital & Aumberry Gap Development Brief	March 2007	CA/4b

Document	Date Adopted	Link to 'saved' policies
SI06 Developer Contributions	May 2007	ST/3
Burton on the Wolds village Design Statement	January 2006	EV/
Woodhouse Village Design Statement	May 2006	EV/1
Woodhouse eaves Village Design Statement	May 2006	EV/1
Newtown Linford Village Design Statement	November 2008	EV/1
Quorn village Design Statement	October 2008	EV/1

Appendix E: Profiles of Local Development Documents

Core Strategy Development Plan Document

Overview	
Role and content	Sets out the strategic policies to deliver the Council's vision for Charnwood up to 2028 and will address the spatial implications of the Sustainable Community Strategy and the strategies of other key bodies
Coverage	Borough wide
Status	Development Plan Document
Chain of Conformity	In accordance with legislation, case law and national planning policies.

Timetable	
Start	2004
Issues and options (Regulation 25)	May 2004; June 2005; February 2006; and October 2008
Publication (Regulation 27)	February 2012
Submission (Regulation 30)	May 2012
Pre-examination meeting	August 2012
Examination in Public	September 2012
Inspector's Report	March 2013
Adoption and publication of the DPD	May 2013

Management arrangements	
Organisational Lead	Head of Planning and Regeneration Services
Lead officer	Group Leader Plans, Policies and Place-making
Management Arrangements	LDF Project Board; LDF Member Reference Group; Cabinet and full Council
Resources required	Charnwood Core Management Team; Planning and Regeneration Service; Housing Service; Finance and Property Services; Strategic Support Service; Leicestershire County Council inc Highway Authority and Education Authority
Community and Stakeholder involvement	Parish and Town Councils, Neighbourhood Forums, partner organisations, and others as identified in the Regulations and the Statement of Community Involvement.
Monitoring and review	Annual Monitoring Report

**Site Allocations and Development Management Policies Development Plan
Document and Proposals Map**

Overview	
Role and content	To identify land use sites needed to implement the Core Strategy. To set out specific criteria against which planning applications will be considered
Coverage	Borough wide
Status	Development Plan Document
Chain of Conformity	Core Strategy and national planning policies

Timetable	
Start	September 2012
<i>Issues and options (Regulation 25)</i>	September 2012 – July 2013
<i>Publication (Regulation 27)</i>	July 2013
<i>Submission (Regulation 30)</i>	October 2013
Pre-examination meeting	January 2014
Examination in Public	February 2014
Inspector's Report	May 2014
Adoption and publication of the DPD	July 2014

Management arrangements	
Organisational Lead	Head of Planning and Regeneration Services
Lead officers	Group Leader Plans, Policies and Place-making;
Management Arrangements	LDF Project Board; LDF Member Reference Group; Cabinet and full Council
Resources required	Planning and Regeneration Service; Housing Service; Finance and Property Services; Strategic Support Service; Leicestershire County Council inc Highway Authority and Education Authority
Community and Stakeholder involvement	Parish and Town Councils, Neighbourhood Forums, partner organisations, and others as identified in the Regulations and Statement of Community Involvement.
Monitoring and review	Annual Monitoring Report

Statement of Community Involvement

Overview	
Role and content	sets out how the council intends to consult and involve the community in the preparation and review of local development documents and in development management decisions
Coverage	Borough wide
Status	Local Development Document
Chain of Conformity	N/A

Timetable	
Start	September 2012
Issues and options (Regulation 25)	September 2012 – January 2013
Publication (Regulation 27)	January 2013
Adoption and publication of the DPD	May 2013

Management arrangements	
Organisational Lead	Head of Planning and Regeneration Services
Lead officer	Group Leader Plans, Policies and Place-making
Management Arrangements	LDF Project Board; LDF Member Reference Group; Cabinet and full Council
Resources required	Planning and Regeneration Service; Neighbourhood Services; Strategic Support Service
Community and Stakeholder involvement	Parish and Town Councils, Neighbourhood Forums, partner organisations, and others as identified in the Regulations and Statement of Community Involvement.
Monitoring and review	Annual Monitoring Report

Appendix F: Glossary of Terms

Annual Monitoring Report (AMR)	The Annual Monitoring Report will monitor and assess the implementation of the Local Development Scheme and whether the Local Development Document policies are being achieved. It will review plan progress against the targets and milestones and seek reasons if they are not being met. The sustainability appraisal will have specific monitoring requirements and will be useful means of developing monitoring indicators
Core Strategy	Spatial vision and strategy for the Borough including key policies and proposals to deliver vision.
Development Plan Document (DPD)	Documents prepared by the local planning authority setting out the main spatial strategy, policies and proposals for the area. They are statutory documents that are prepared with rigorous community involvement and consultation. They are subject to an examination in public by independent Planning Inspector.
Development Plan	Development Plan Documents and the Regional Spatial Strategy make up the Development Plan. Under the Planning Acts the Development Plan is the primary consideration in deciding planning applications.
Local Development Documents (LDDs)	Generic term for documents included in the Local Development Framework.
Local Development Framework (LDF)	A binder of documents that set the spatial strategy for the area.
Local Development Scheme (LDS)	A three year project plan outlining the Council's programmed for preparing the Local Development Framework.
Regional Spatial Strategy	Statutory document that replaces Regional Planning Guidance and sets out regional strategies and policies.
Spatial planning	A process of managing change in the interests of sustainable development. Brings together policies for the development and use of land with other policies and programmes which have an effect on the nature of places and how they function.

Statement of Community Involvement (SCI)	Outlines the approach of the authority to involving the community in preparing the LDF and significant planning applications.
Supplementary Planning Documents (SPD)	Documents that expand on policies and proposals in Development Plan Documents.
Sustainability Appraisal (SA)	An appraisal of the social, economic and environmental implications of a strategy, policies and proposals. Will ensure that proposals contribute to the achievement of sustainable development.
Sustainable development	Meeting our own needs without prejudicing the ability of future generations to meet their needs.