



Forest Heath

District Council

THE LOCAL DEVELOPMENT SCHEME

Revised

December 2009

(Covering the period 2010-2012)

Foreword

The Government's Planning and Compulsory Purchase Act 2004 replaced the old system of Structure Plans, Local Plans and Supplementary Planning Guidance with a new system of Regional Spatial Strategies and Local Development Frameworks.

This document sets out the Council's revised Local Development Scheme (LDS), which explains:

- The LDF documents the Council intends to produce;
- The subject matter and geographical area for each of those documents; and
- The timetable for the preparation and any revisions of each document.

The LDF will plan and manage change for all communities in Forest Heath to improve the social, economic and environmental well-being of the area. The Core Strategy provides a clear direction for development in Forest Heath to 2026 and looking ahead to 2031. Work on our core strategy is advanced, with the Examination In Public being held in December 2009/ January 2010 with the Inspector's decision anticipated end of February / beginning of March 2010.

Work has also begun on the next layer of Development Plan Documents – the Proposed Site Allocation Plan and Development Control Policies. These will provide the details to the LDF strategy.

In the preparation of these documents, it is essential to provide opportunity to engage and consult with our communities, to shape our future policy framework, and the development that will take place.

Councillor Robin Millar

Chair of the Local Development Framework Working Group

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1. Preface

The Planning and Compulsory Purchase Act 2004 (Part 2) replaced the old style development plans (County Structure Plan and District Local Plan) with a system of Regional Spatial Strategies and Local Development Frameworks.

Forest Heath District Council is now required to prepare a Local Development Framework to provide the vision for and to guide the development of the District up to 2031. Suffolk County Council retains responsibility for Waste and Minerals planning and has prepared a Minerals and Waste Local Development Framework for the County.

The adopted Forest Heath Local Plan 1995 'saved policies' and the East of England Plan (adopted as the RSS for the East of England in May 2008) forms the current adopted Development Plan. Under the transitional arrangements, the 'saved' policies of the District Local Plan and the County Structure Plan will remain up to date until they are superseded by the adopted Development Plan Documents. The gradual replacement of these policies will be achieved via the rolling programme of work, set out in the Local Development Scheme.

The Local Development Scheme is required under Section 15 of the Planning and Compulsory Purchase Act to be prepared by the relevant Local Planning Authority and approved by the government office for the region. The scheme sets out the intentions of the District Council over a three-year timeframe, providing a programme for the preparation and review of the various Local Development Documents that make up the Local Development Framework.

The first Forest Heath Local Development Scheme was first submitted to Government Office for the East of England (Go-East) in March 2005 and came into effect April 2005. An amendment to the LDS was delayed and the Local Development Framework was not progressed until 2008.

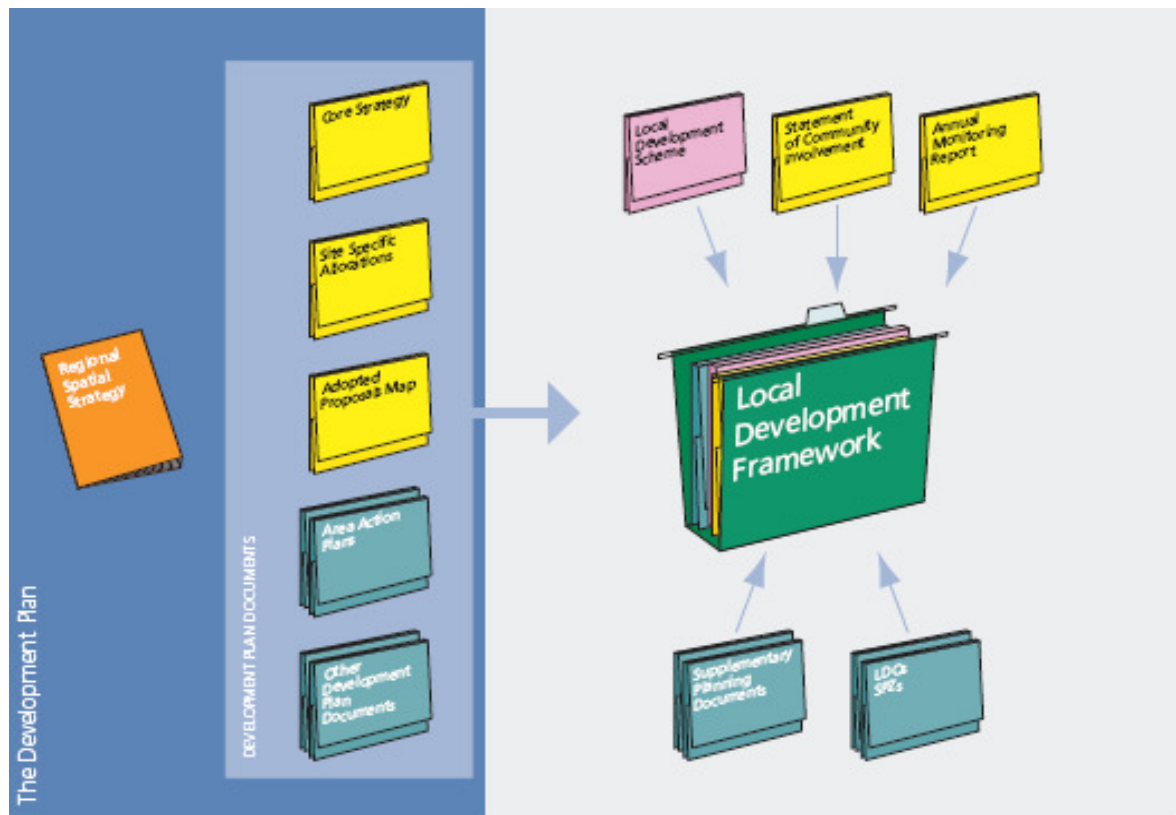
This revised Local Development Scheme is kept under review and is now revised to reflect the changes introduced by the Planning and Compulsory Purchase Act, 2008. This document forms the second revision of the Scheme and has been prepared in accordance with the Town and Country Planning (Local Development) (England) Regulations Revised 2008. The document's content has also been amended in addition to the timetable for updating purposes.

2. Introduction

The Local Development Scheme (LDS) identifies how Forest Heath District Council intends to produce its Local Development Framework (LDF). It serves three principal purposes

- It provides the starting point for the local community to find out what the District Council's planning policies are for the District;
- It sets out the documents that will form the development plan for the district; and
- It sets out the programme for the preparation of local development documents over a three-year period including timetables for the main stages in the preparation of each document.

The purpose of the LDF is to provide the vision and policies for the future development of the district and together with the East of England Regional Spatial Strategy will form the Development Plan for Forest Heath. These documents will replace the current Development Plan.



The LDF for Forest Heath is being prepared in a form that ensures consistency and close integration with the Community Strategy and the Council's Corporate Plan. All three documents will share a common vision and the LDF will reflect the key issues and priorities identified in both the Community Strategy and Corporate Plan.

3. How to use this document

The Local Development Scheme contains:

- The Forest Heath Local Development Framework programme;
- The schedule for preparing and adopting the Local Development Documents which make up the Forest Heath Local Development Framework; and
- The individual profiles for each Local Development Document to be prepared.

Before reading the schedule, programme and profiles it is recommended that the reader familiarise themselves with terminology and documents which make up the Local Development Framework. Appendix one contains a glossary of terms used within the LDS.

4. Schedule and Programme

The LDS is an important document because it defines the content of the Local Development Framework. Timetables within the LDS must be deliverable as a performance is measured against the LDS. The LDS must be realistic and associated financial and human resources must be available. The LDS also includes a risk assessment against the slippage of the programme.

Local Development Document production stages are timetabled in the schedule (Appendix two) and programme (Appendix three). They can be summarised as:

Begin Preparation	All local development documents must be based on a sound evidence base. A comprehensive understanding of the main issues to be addressed through the various local development documents is required.
Preliminary consultation on SA/SEA scoping	All local development documents must be subject to Sustainability Appraisal / Strategic Environmental Assessment from the outset.
Public and stakeholder Involvement during the preparation of the document	Community and Stakeholder involvement is a key principle of the planning system and is known as 'frontloading', early in the process. This stage will involve consulting on a variety of options and refining them into a document ready for submission. There can more than one actual consultation stage, if required, during this period.
Proposed submission consultation	The final document is prepared and consulted upon. This formal consultation stage has a statutory period of 6 weeks.
Submission	The document is sent to the Secretary of State and Planning Inspectorate.

Pre-examination meeting	The appointed planning inspector holds a meeting to explain the agenda and timetable for the Examination. This is at least six weeks before the opening of the examination.
Examination	The purpose of the examination is to determine whether the local development document is 'sound' – for example to check that the correct procedures have been followed, that there is conformity with higher level planning guidance and that the proposals are deliverable.
Adoption	Once the examination has ended, the inspector will prepare a binding report, with precise recommendations. Assuming the document is found to be 'sound', any proposed changes must be made to the document prior to the Council's formal adoption of it.

5. Profiles and Progress

The LDF will comprise of a series of the LDDs identified in the schedule (Appendix one) and in more detail in the Profiles (Appendix four).

Core Strategy – The Core Strategy is the principal document in the LDF and contains the vision and spatial strategy for future development in the District and the broad locations for new development to meet these needs. The document has regard to national and regional planning policies and avoids repeating them, unless there are additional matters to be interpreted locally. It is in conformity with the Regional Spatial Strategy and has regard to the West Suffolk Sustainable Community Strategy. The Core Strategy has been submitted and will be subject to Examination in December 2009/ January 2010.

Development Control Policies - This document will contain criteria-based policies used to determine planning applications. The Development Control Policy Document must also avoid repeating advice contained in national and regional planning policies. The document will be prepared to be in conformity with the Core Strategy and will have regard to the West Suffolk Community Strategy and is proposed to be submitted by March 2011.

Area Action Plans – These LDDs will contain more detailed and site specific policies for an identified area. These LDD's will be prepared within the context of the Core Strategy and Community Strategy/Corporate Strategy. No Area Action Plans are proposed to be brought forward at this stage.

Site Allocations Plan – This LDD will identify the site-specific allocations that will be required to deliver Forest Heath District Council's Core Strategy policies. It will cover all types of site allocation for development, whereas the

Development Control Policies document will include definitions of areas of constraint. The document will be prepared to be in conformity with the Core Strategy and will have regard to the West Suffolk Community Strategy and is proposed to be submitted by May 2011.

Supplementary Planning Documents – These documents will provide further detail to the policies or proposals of the development plan. They may be thematic or site specific. Such documents must relate to a specific policy or proposal in an adopted Development Plan Document. One SPD is proposed in the programme.

Statement of Community Involvement - The SCI identifies the different processes by which the community will be engaged during consultation in the preparation, alteration and continuing review of all LDDs and major planning applications. The document outlines the methods to be used and the opportunities for individuals and groups to become involved. The SCI is no longer required to be formally submitted for Examination in Public.

Strategic Environmental Assessment / Sustainability Appraisal - All LDDs will be subject to a Sustainability Appraisal, which will incorporate the requirements of the EU Strategic Environmental Assessment Directive. The SEA/SA is a process that will ensure that social, economic and environmental considerations are fully taken into account at every stage of preparation for each LDD and SPD produced. The preparation of the SEA/SA runs in parallel with the Local Development Document production. A separate sustainability report is required for each Local Development Document at each stage of its preparation.

6. Conformity with the Regional Spatial Strategy (East of England Plan)

The new Act states that LDDs must be in general conformity with the Regional Spatial Strategy (RSS).

The East of England Plan was adopted in May 2008. An additional document relating to policies for Gypsies and Travellers was adopted in July 2009. The East of England Regional Assembly is now working to prepare a revision to the RSS, on which consultation has taken place in October to November 2009 and which is expected to be submitted for Examination in March 2010. This takes forward the end date of the plan to 2031.

The District Council will ensure that all its LDDs are in conformity with the adopted RSS and, so far as possible, with the proposed revision.

7. Presentation of LDF

The LDF will be presented in a binder with each of the LDDs separately identified. This will enable the LDDs to be amended and updated easily without the necessity of having to reprint the whole document.

8. Timetabling

The Forest Heath Core Strategy is now well advanced, with an Examination having commenced in December 2009.

The Site Specific Allocations LDD and the Development Control Policies DPD have been timetabled for preparation after the Core Strategy alongside one another. The Development Control Policies is seen as being the easier document to bring forward first and thus its submission and examination are proposed to precede the Site Allocation Plan by two months. It may be possible, however, to link the examinations into the two documents, so that one Inspector can consider the evidence for both documents sequentially.

9. Evidence Base

The LDDs will establish the Council's planning policies. However, in preparing these documents, a range of background work needs to be undertaken produced either by, or for, the Council. A number of these studies will be prepared jointly with other partner organisations – particularly with adjoining district councils in Suffolk and/or in the Cambridge Sub-Region.

Each background paper is publicly available and at the same time as, or before, any LDD which relies on its contents.

Whilst a number of these background documents can be predicted now, it should be noted that the Council may decide to publish others in the course of preparing LDDs. A list of these background papers will be published within each AMR and consideration will be given on an annual basis as to whether any of them need reviewing.

The principle technical studies which will be used in the preparation of the LDF and their timetable for review/updating is given in the table below.

DOCUMENT TITLE	STATUS	COMMENTS
Strategic Housing Land Availability Report	Completed June 2009	Partnership working – all of West Suffolk
Housing Needs Study	Adopted Feb 2006	Will be updated through the SHMA (see below)
Strategic Housing Market Assessment	Published May 2008	Update in preparation – expected mid 2010
Affordable Housing Economic Viability Appraisal	Completed November 2009	No update programmed

Cambridge Sub-Region Traveller Needs Assessment	Completed May 2006	No review programmed
Retail and Town Centre Study	Complete June 2006	Update to be programmed.
Employment Land Review	Complete Oct 2006	Commissioned by West Suffolk Employment Land Review Group
Conservation Area Appraisals	On going	To be completed early in 2010
Strategic Flood Risk Assessment and Water Cycle Study Stage 1	Completed August 2009	Consultants now working on Stage 2.
Water Cycle Study Stage 2	Due for completion Dec 2009	Consultants employed.
Parish Profile – Settlement Hierarchy	Completed March 2009	Update not programmed
Infrastructure Capacity Assessment	Completed August 2009	Consultants employed from mid 2008
Greenspace Study	Completed November 2008	No review programmed
Green Space Built Facilities Overview	Completed November 2008	No review programmed
Landscape Character Assessment	Completed December 2008	Joint study across Suffolk by County Council. Further work programmed in 2010 to interpret for policies.
LDF Transport Impacts Study	Completed November 2009	Further work may be necessary on site specific allocations.

The Council will consider whether it should continue to rely on existing documents, update them or undertake the work again.

10. Monitoring and Review

The Forest Heath LDS will be monitored on an annual basis. Each year the Annual Monitoring Report will be prepared and considered by the Local Development Framework Working Group. The document will set out:

- how well the Council is performing against the timescales set out within its LDS

- information on the extent to which policies within the LDDs are being achieved.
- the up-to-date list of relevant background documents and other relevant publications
- the status of the old planning policy framework and how this has been affected by the production of the new LDDs
- whether any LDDs need reviewing in advance of their scheduled time target any updates to the LDS as required

It is important that each LDD is kept up to date and therefore each LDD will need a formal review timetable detailed in the profile (Appendix 4). Each LDD has been given a formal review period of three, four or five years. The AMR will consider if any earlier reviews are required.

The LDS effectively forms the core work programme for the Council on planning policy from early 2010 to 2012 (3 years) leading to the adoption of the key documents of the Forest Heath Local Development Framework by late 2011.

11 Revisions to the Local Development Scheme

Where the AMR identifies the need to revise the LDS, or such a need is identified arising from unforeseen circumstances, the Council will bring forward a revision and seek the approval of the Government Office for the East of England (Go-East). Any amendments to the LDS will first need to be approved by the Local Development Framework Group

12 Resources

The Local Development Framework team is located in the Planning Service within the Council. The resources available for LDF preparation are as follows:-

- Forward Planning Manager – 80%
- Senior Forward Planning Officer – 80%
- Forward Planning Assistant (temporary) – 90%
- Forward Planning Officer – 90%
- Forward Planning Technician – 60%

In addition the Council will make use of external as well as internal resources in the preparation of the LDF and external consultants will be/ are employed for the preparation of a number of back ground documents.

Internally, a Forward Planning Officer is a member of the following groups to provide a mechanism for discussion and progress of the LDF with other areas of the Council.

- Housing Strategy Working Group
- Policy, Partnership & Project Officers Group

- Planning and Development Group

The Council is working in partnership with all Local District Councils which border Forest Heath, and with the Suffolk District Councils and with Suffolk County Council to enable the pooling of resources for a number of key elements in the LDF process.

13. Financial Resources

The following financial resources have been allocated for Local Development Framework preparation and implementation. These figures have been based upon advice from the Planning Inspectorate and feedback from Local Authorities who have adopted a DPD. It includes a significant element of the Council's Housing and Planning Support Grant.

Planning and Development budget	2009/10	2010/2011	2011/12
Total direct service costs (rounded)	£445,080	£431,310	£362,780

14. Risk Assessment

There are a number of factors that may cause risk to the local development framework, for example lack of internal and external resources causing slippage in timetables and delays in adoption. These risks are set out below along with some actions for alleviating the risk:

a) Challenging Timetables – High Risk

The Government has set challenging timetables to prepare Development Plan Documents. The timetables adopted in this LDS are also challenging to a relatively small local authority with limited resources. All LDDs will be carefully project managed to maximise the opportunities of meeting the timescales set out in this document. However uncertainties will remain throughout the process, for instance, the number of representations received and consequently the amount of time needed to deal with them; the availability of resources from external agencies.

b) Resources of External Agencies – High Risk

Preparation of the LDDs will require considerable input from other organisations, many of which will also be involved with other local authority LDDs. If these organisations do not have sufficient resources to meet the likely workload, this may result in delays to the timetable. In order to minimise this risk, the District Council will seek to consult with such organisations as early as possible, and to share the LDS with such groups where they can be identified.

c) Emerging Constraints to delivery of target development – Medium Risk

The planning system is now focused on ensuring planned delivery of development targets. New constraints can arise which defer such programmes – e.g. market failure due to recession. Such constraints are difficult to predict and may result in the submission of a DPD being delayed, depending upon where in the timetable they arise.

d) Emerging Government Guidance/ Legislative change – Medium Risk

Throughout the process the input of GO-East and the Planning Inspectorate (PINS) is required. The emergence of new guidance or legislation may affect the LDF process, especially for example the Community Infrastructure Levy.

e) Timings of Committee Meetings – Medium Risk

At various stages through the production process of an LDD it will be necessary to take the draft document through the committee process of the District Council. On occasions, it will be necessary for several Local Development Framework Working Group meetings in order to go through a document and for final approval by Planning Committee. This requirement will inevitably add time to the process and this has been taken into account in the timeframes. However the timetable for these meetings has been estimated. This leaves an element of uncertainty. Where appropriate special committee meetings will be called in order to facilitate the production of LDDs.

f) Staff Reduction – Medium Risk

In addition to the staff in the Planning Policy team who will form the core of the LDF team, other officers within Forest Heath will also be involved in the preparation of LDDs identified in this scheme. The national shortage of qualified planning staff and the requirements for reduction in budgets are a concern for Forest Heath Council, which has found it difficult to employ new staff and maintain a stable LDF team. The LDF timetable may be affected as a result. One officer will lead on each DPD with an identified support officer. This structure will help to ensure that there are adequate staff resources available to progress each LDD.

g) Resources – Medium Risk

In recent years the funding received from Housing and Planning Delivery Grant (HPDG) has been invested into various LDF resources, such as studies, and commissioning consultants, which have helped with the production of policy documents. This scheme is under review and it is unclear how resources will be maintained for LDF preparation.

h) Soundness / Legal Challenge – Low Risk

The District Council will ensure that all DPDs are “sound” and founded on a robust evidence base and well-audited stakeholder and community engagement systems in order to minimise the risk of legal challenge. The District Council will work closely with GO-East and PINS at all stages to ensure that the test of “soundness” is met.

15. Monitoring and Review

The Forest Heath LDS will be monitored on an annual basis and documented within the Annual Monitoring Report. The document will:

- outline the stage which has been reached in the preparation of each LDD. This would include giving reasons if any LDD is behind the timetable set out in the LDS;

- for adopted LDDs, give the date when they were adopted and review progress on their implementation;
- provide information on the extent to which policies within the LDDs and the saved Forest Heath Local Plan are being achieved;
- for policies which are not being implemented, give reasons as to why they are not being implemented and what the Council intends to do about it;
- provide information on the number of housing units that have been completed;
- provide information on progress with the objectives and indicators that will be established for Strategic Environmental Assessment and Sustainability Appraisal purposes;
- provide an up-to-date list of relevant background documents and other relevant publications;
- conclude as to whether any new LDDs are required or whether any existing LDDs need reviewing in advance of their scheduled main review date; and
- propose any update to the LDS, as appropriate.

The Forest Heath Annual Monitoring Report (AMR) will be publicly available, including on the Council's web-site. It will be submitted to the Government for information.

Appendix 1: Glossary of terms

AAP	Area Action Plan	These Plans will focus upon implementation, scale, mix and quality of development for key areas of opportunity, change or conservation.
AMR	Annual Monitoring Report	Assesses the implementation of the LDS and the achievement of policy objectives of LDDs.
DPD	Development Plan Document	The Documents that the local planning authority are required to prepare and should include the following elements <ul style="list-style-type: none"> • Core Strategy • Site Specific Allocations; • Area Action Plans (where needed).
LDF	Local Development Framework	The portfolio of LDDs, which will provide the FHDC policies for development of land to meet the community's economic, environmental and social aims for the future of the area.
LDD	Local Development Document	LDDs will comprise of DPDs, SPDs, SCI and the SA. LDD is the generic term for any of these.
LDS	Local Development Scheme	The LDS sets out the programme for preparing the DPDs.
PPS	Planning Policy Statement(s)	Government statements of national planning policy, which must be taken into account in LDF's.
RSS	Regional Spatial Strategy	The East of England Plan is prepared by the Regional Assembly and approved by the Secretary of State. Adopted fro East of England from May 2008. Part of the development plan for the area.
SA	Sustainability Appraisal	Assessment of the social, economic and environmental impacts of the policies and proposals contained within the LDF.
SCI	Statement of Community Involvement	Document explaining to stakeholders and the community, how and when they will be involved in the preparation of the LDF, and the steps that will be taken to facilitate this involvement.
SEA	Strategic Environmental Assessment	Assessment of the environmental impacts of the policies and proposals contained within the LDF. Subsumed within the SA document.
SPD	Supplementary Planning Document	SPD's elaborate upon the policy and proposals in DPDs

Appendix 2 – Local Development Scheme Schedule

Document title	Status	Role and Content	Evidence gathering	Early stakeholder involvement	Consultation on Preferred Options	Proposed submission consultation	Submission	Adoption
Forest Heath Annual Monitoring Report	N/A	Document which assess the implementation of LDS and the extent the policies in LDFs are being achieved.	n/a	n/a	n/a	n/a	n/a	n/a
Core Strategy	DPD	The core strategy will set out the vision, objectives, spatial strategy for the District, and the primary policies for achieving the vision.	Spring 04 – Oct 08	Spring 04 – Oct 08	Sept – Oct 06	Mar-Jun 09	August 09	May 2010
Development Control Policies	DPD	The Development Control Policies document ensures that all development within the district meets certain criteria.	Spring 04 – Oct 08	Spring 04 – Oct 08	Apr - May 10	Oct - Nov 10	Mar 11	Oct 2011
Site Allocations Plan	DPD	Document identifying the sites proposed for development to meet the vision identified in the Core Strategy. It will also set out the policies which refer to the development of the allocated sites.	Sept 06 – June 09	Sept 06 – June 09	Apr - May 10	Nov - Dec 11	May 11	Dec 2011
Proposals Map	DPD	This will illustrate the LDF policies and proposals on an Ordnance Survey base map.	The proposals map will be revised when any new DPD is adopted					
Statement of Community Involvement	DPD	The document sets out how the community will be consulted on all the Local Development Documents that the Council will prepare.	Dec 04 – Feb 05	Dec 04 – Feb 05	n/a	n/a	n/a	Jan 2011
Open Space, Sport and Recreation SPD	SPD	This document will set out the standards of provision for all forms of the public open space and the means by which those standards will be achieved.	Mid 07 – Nov 2009	n/a	Dec 09 – Feb 10	n/a	n/a	Mar 2010
Green Infrastructure SPD	SPD	This document will set out the appropriate approach to maintaining and enhancing the richness and connectivity of habitats and species within Forest Heath	Jan 11 - Apr 11	n/a	May – Jun 11	n/a	n/a	Sep 2011

APPENDIX 3

FOREST HEATH LOCAL DEVELOPMENT SCHEME (LDS) TIMETABLE (revised December 2009)

DOCUMENT	2010												2011												2012											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
	CORE STRATEGY																																			
DEVELOPMENT CONTROL POLICIES																																				
SITE ALLOCATIONS & POLICIES																																				
PROPOSALS MAP REVISION																																				

KEY		
Issues and Options (Regulation 25)		
Proposed Material consultations		
Preparation of Proposed Submission		
Consultation on Proposed Submission Publication and SA (Reg 27)		
Consideration of Representations		
Preparation of Submission		

Appendix 4 – Profiles and Action Plan

- 1. Core Strategy**
- 2. Development Control Policies**
- 3. Site Allocations Plan**
- 4. Open Space, Sport and Recreation SPD**
- 5. Green Infrastructure SPD**

Core Strategy		
Document details	Title	Core Strategy
	Role and Content	The document sets out the spatial vision for the future of the District to 2031, together with a set of strategic policies to implement that vision. The document contains a suite of broad strategic policies to which details will be added by other documents.
	Status	DPD
	Chain of conformity	Must conform to the RSS and PPS.
	Geographic coverage	District wide
Timetable	Evidence gathering	Spring 2004 – October 2008
	Early stakeholder involvement	Spring 2004 – October 2008
	Prepare Issues and alternative options in consultation	Spring 2004 – October 2008
	Consultation on Proposed submission of DPD	March - June 2009
	Submission of DPD to SoS	August 2009
	Pre-examination Meeting	November 2009
	Public Examination Period	December 2009 – January 2010
	Receipt of Inspectors Report	March 2010

	Adoption and publication	May 2010
Production	Which organisation/department of the authority will lead the process	The Forward Planning section will lead the process of plan preparation.
	Management arrangements	Each relevant stage will be considered by the Local Development Framework Working Group, with final approval by Full Council.
	Resources required to produce DPD	In house resources. Extra resources were required to prepare some of the background documents
	Approach to involving stakeholders and the community	Stakeholders and the community will be involved through direct contact with the Forward Planning team
Post Production	Monitoring and Review mechanisms	<p>The effects and continuing relevance of the provisions of the document will be assessed through the Annual Monitoring Report.</p> <p>Housing, employment and retail development and planning permission will be closely monitored on an annual basis. Maximum review period – 5 years from adoption</p>

Development Control Policies		
Document details	Title	Development Control Policies
	Role and Content	The document sets out a suite of criteria based policies against which planning applications will be determined.
	Status	DPD
	Chain of conformity	Must conform to the Core Strategy

	Geographic coverage	District wide
Timetable	Evidence gathering	Spring 2004 – October 2008
	Early stakeholder involvement	Spring 2004 – October 2008
	Preferred option consultation	April - May 2010
	Consultation on Proposed submission of DPD	October - November 2010
	Submission of DPD to SoS	March 2011
	Pre-examination Meeting	May 2011
	Public Examination Period	July 2011
	Receipt of Inspectors Report	September 2011
	Adoption and publication	October 2011
Production	Which organisation/department of the authority will lead the process	The Forward Planning section will lead the process of plan preparation.
	Management arrangements	Each relevant stage will be considered by the Local Development Framework Working Group, with final approval Planning Committee
	Resources required to produce DPD	In house resources. Extra resources will be required to prepare some of the background documents.
	Approach to involving stakeholders and the community	Stakeholders and the community will be involved through direct contact with the Forward Planning team through the formal publication and workshop procedures as stated in the SCI.

Post Production	Monitoring and Review mechanisms	<p>The effects and continuing relevance of the provisions of the document will be assessed through the Annual Monitoring Report.</p> <p>Housing, employment and retail development and planning permission will be closely monitored on an annual basis. Maximum review – 10 years from adoption</p>
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Site Allocations Plan

Document details	Title	Site Allocations Plan
	Role and Content	To indicate sites to be developed for housing, employment, retail, recreational and other specific purposes.
	Status	DPD
	Chain of conformity	To conform to the Core Strategy, Regional Spatial Strategy and PPS
	Geographic coverage	District wide
Timetable	Evidence gathering	Prior to November 2004 – June 2009
	Early stakeholder involvement and consultation	Prior to November 2004 – June 2009
	Preferred Option consultation	April - May 2010
	Consultation on Proposed submission of DPD	November – December 2010
	Submission of DPD to SoS	May 2011
	Pre-examination Meeting	June 2011

	Public Examination Period	August – September 2011
	Receipt of Inspectors Report	November 2011
	Adoption and publication	December 2011
Production	Which organisation/department of the authority will lead the process	The Forward Planning section will lead the process of plan preparation.
	Management arrangements	Each relevant stage will be considered by the Local Development Framework Working Group, with final approval by Planning Committee
	Resources required to produce DPD	In house resources. Extra resources will be required to prepare some of the background documents
	Approach to involving stakeholders and the community	Stakeholders and the community will be involved through direct contact with the Forward Planning team through the formal publication and workshop procedures as stated in the SCI.
Post Production	Monitoring and Review mechanisms	<p>The effects and continuing relevance of the provisions of the document will be assessed through the Annual Monitoring Report.</p> <p>Housing, employment and retail development and planning permission will be closely monitored on an annual basis. Maximum review period – 5 years from adoption</p>

Green Infrastructure SPD

Document details	Title	Green Infrastructure Supplementary Planning Document
	Role and Content	This document will set out the appropriate approach to maintaining and enhancing

		the richness and connectivity of habitats and species within Forest Heath
	Status	Supplementary Planning Document – will not relate to saved policies, but will relate to Development Control Policies DPD.
	Chain of conformity	To conform to the Core Strategy and Development Control Policies documents
	Geographic coverage	District wide
Timetable	Evidence Gathering	January – April 2011
	Public Consultation period	May - June 2011
	Adoption and Publication	September 2011
Production	Which organisation/department of the authority will lead the process	The Forward Planning section will lead the process of plan preparation.
	Management arrangements	Each relevant stage will be considered by the Local Development Framework Working Group, with final approval by Planning Committee
	Resources required to produce the LDD	In house resources.
	Approach to involving stakeholders and the community	Stakeholders and the community will be involved through direct contact with the Forward Planning team through the formal publication procedures as stated in the SCI
Post Production	Monitoring and Review mechanisms	The document will be monitored on an annual basis.

Open Space, Sport and Recreation SPD

Document details	Title	Open Space, Sport and Recreation Supplementary Planning Document
	Role and Content	This document will set out the standards of provision for all forms of the public open space and the means by which those standards will be achieved.
	Status	Supplementary Planning Document – relates to saved policies, until adoption of Development Control Policies DPD.
	Chain of conformity	To conform to the Core Strategy and Development Control Policies documents as emerging.
	Geographic coverage	District wide
Timetable	Evidence Gathering	Mid 2007 – November 2009
	Public Consultation period	December 2009 – February 2010
	Adoption and Publication	March 2010
Production	Which organisation/department of the authority will lead the process	The Forward Planning section will lead the process of plan preparation.
	Management arrangements	Each relevant stage will be considered by the Local Development Framework Working Group, with final approval by Planning Committee
	Resources required to produce LDD	In house resources, including Cultural Service staff
	Approach to involving stakeholders and the community	Stakeholders and the community will be involved through direct contact with the Forward Planning team through formal publication as stated in the regulations.
Post Production	Monitoring and Review mechanisms	The document will be monitored on an annual basis.

