

*Local Development  
Scheme*

*Waverley Borough Council*

*July 2012*

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## Introduction

The Planning and Compulsory Purchase Act 2004 introduced a new system for the preparation of planning policy documents. It replaced the system of Local Plans and Structure Plans, with a new system whereby the regional planning body prepares the **Regional Spatial Strategy (RSS)** and local authorities prepare a **Local Development Framework (LDF)**.

The RSS for the area is the South East Plan, which was published in May 2009. The Localism Act 2011 makes provision for the abolition of Regional Plans, as part of the wide ranging changes to the planning system. Although the Government intends to abolish regional plans, this is subject to the outcome of environmental assessments. As it stands, therefore, the South East Plan remains part of the development plan for the area.

The Government has also simplified some of the terminology used to describe planning documents. In particular it no longer refers to the Local Development Framework (LDF). There are two different types of planning policy document:-

- **Development Plan Documents (DPDs)**. In the Town and Country Planning (Local Planning) (England) Regulations 2012 these are referred to as **Local Plans**. These are the principal planning policy documents produced by the Council and form part of the statutory development plan for the area; and
- **Supplementary Planning Documents (SPDs)**, which are designed to expand on policies in DPDs or provide additional detail.

Waverley Borough Council is proposing to produce its new **Local Plan** in two stages. The first stage will be through the production of the **Core Strategy** and the second stage will be through the production of the **Development Management and Site Allocations DPD**.

One of the aims of the planning system is to adopt a project management approach to the preparation of new planning policy documents. This is delivered through the **Local Development Scheme (LDS)**, which sets out the project programme for the preparation of DPDs

This LDS replaces the LDS that was approved in May 2009. It has been necessary to produce a new LDS, to roll forward the programme for producing the Council's new planning policy documents. The main changes between this LDS and the previous one are:-

- Rather than producing a specific site allocations DPD, the scope has been extended to incorporate both site allocations and development management policies in what will be called the 'Development Management and Site Allocations DPD'.
- Revisions to the respective timetables for the production of the Core Strategy and the Development Management and Site Allocations DPDs.

## Development Plan Documents

These are the most important planning policy documents that will be produced by the Council and have the weight of development plan status, as defined by Section 38(6) of the 2004 Act. They must be subject to rigorous procedures of community involvement, consultation and independent examination to test the soundness of the document and to ensure that the necessary legal requirements relating to the production of the document have been followed. Both the **Core Strategy** and the **Development Management and Site Allocations** documents will be DPDs.

## Supplementary Planning Documents

These are locally produced documents that form part of the overall planning framework for the area. However, they have less weight than DPDs. They are not subject to independent examination and do not form part of the statutory development plan. However, they should still be subject to rigorous procedures for community involvement.

SPDs must be consistent with adopted DPDs as well as national and regional planning policies. They must also be clearly cross-referenced to the relevant DPD policy that they supplement (or, before a DPD has been adopted, a relevant 'saved' policy).

They may contain policies that expand or supplement policies in DPDs. However, key policies, which should be included in a DPD and should be subject to proper independent scrutiny, should not be included in SPDs.

## The National and Strategic Context

The preparation of the LDS must also be placed in the context of the relevant national and strategic planning policy context. This involves having regard to:-

- National Planning Policy, which is set out in the **National Planning Policy Framework (NPPF)**, published in March 2012.
- The Regional Spatial Strategy for the area, which is the **South East Plan 2009**. Pending its abolition through provisions in the Localism Act, the South East Plan remains part of the development plan for the area.

## The Local Context

The Waverley Borough Local Plan was adopted on 23rd April 2002. As part of the transitional arrangements, the Local Plan was automatically 'saved' for a period of three years from the enactment of the new planning legislation (i.e. until 27<sup>th</sup> September 2007). Waverley, in common with other local authorities, was required to formally apply to the Government to 'save' local plan policies after that date. The Secretary of State has since issued a formal Direction identifying which of the Local

Plan policies are saved beyond September 2007. The Secretary of State has agreed that the majority of the existing Local Plan policies are saved and will continue to have effect. The Local Plan policies that the Secretary of State did not save are:

D12 – Run-off and flooding

C9 – International and National Conservation Sites

H1 – Housing provision

H2 – Monitoring and Phasing of Housing Development

IC6 – Railway Yard, Wrecclesham

IC11 – Cooper's, Chiddingfold

TC5 – Farnham Key Site 2, 20-25 West Street

TC14 – Town Centre Car Parking Standards

RD11 – New Agricultural Dwellings

M12 – Traffic Management

More details on the Local Plan and the saved policies can be found on the Council's web site:

[www.waverley.gov.uk/planningpolicy/localplan.asp](http://www.waverley.gov.uk/planningpolicy/localplan.asp)

The intention is that the **Core Strategy**, followed by the **Development Management and Site Allocations DPD** will, over a period of time, replace existing local plan policies. The Core Strategy will include a list of the existing local plan policies identifying which policies are to be replaced by the Core Strategy and which will continue to be applied alongside the Core Strategy.

The Council has already adopted some SPDs, details of these are set out in **Annex 1**. The Council has also previously produced a number of additional non-statutory planning policy and guidance documents as Supplementary Planning Guidance (SPG). Many were produced to amplify Local Plan policies. These will continue to be applied until they are replaced by new DPDs/SPDs, or they become out-of-date as a result of new national/regional policy. A schedule of these policy/guidance documents is also contained in **Annex 1**.

## **The Development Plan Documents included within the Local Development Scheme**

The Local Development Scheme identifies the project plan for the preparation of Development Plan Documents (DPDs) over the next three years. The DPDs contained within this Local Development Scheme with a timetable for production, are those that the Council considers can be produced given current and anticipated resources:-

- The Core Strategy Development Plan Document (DPD). This is the most important document in the LDS and will be the first part of the new Local Plan for Waverley. As the name suggests it provides the overall vision and strategy for planning in Waverley. For example, it will set out the strategy in relation to the delivery of new housing, including affordable housing. It will provide the strategic framework for the production of the Development Management and Site Allocations DPDs. As at July 2012, the Council has reached the stage of producing and consulting on the Core Strategy Preferred Options and Draft Policies and preparing the pre-submission version of the Core Strategy, ready

for formal Publication. The next stage will be to prepare the Core Strategy for formal submission.

- Development Management and Site Allocations DPD. This document will be directly linked to the Core Strategy and its purpose is to provide the more detailed day-to-day planning policies, replacing further saved Local Plan policies. It will also deal with site specific issues, including identifying the specific sites needed to meet housing or other land use needs.

Attached as **Annex 2** is a table that summarises the role and content of the **Core Strategy** and the **Development Management and Site Allocations DPD** and the proposed timetable for production of each document. Also attached, as **Annex 3** are individual profiles for these two documents.

## **How the Local Development Framework will be Structured**

The **Core Strategy** is the pivotal document in the LDS and is also the priority in terms of the timescale. However, a key function of the planning system is delivery and the **Development Management and Site Allocations DPD** will play a key role in terms of delivering the Council's Core Strategy.

## **The Link between the Core Strategy and the Waverley Community Strategy and the Surrey Sustainable Community Strategy**

The Core Strategy Development Plan Document has an important role in providing the spatial application of the local Community Strategy. It is very important, therefore, to acknowledge and to develop the links between the Core Strategy and its spatial planning function and the Community Strategy, which covers a wide range of issues identified as being important in the local area.

The first Waverley Community Strategy was launched in 2003. Rather than producing a new stand-alone Community Strategy, the Waverley Strategic Partnership decided to adopt the Surrey Sustainable Community Strategy. This document, which is now known as the **Surrey Strategic Partnership Plan 2010 – 2020**. In addition to dealing with the county-wide priorities, the Partnership Plan also contains an overview of relevant issues in each of the Surrey Districts. Regarding Waverley, the Partnership Plan states that locally focused Action Plans have been produced to support the following priorities at the local level:-

- Children and Young People;
- Health and Well-being;
- Economic Development;
- Housing, Infrastructure and Environment; and
- Safer and Stronger Communities.

More information on the Surrey Strategic Partnership Plan can be found on the Surrey County Council web site at:

<http://www.surreycc.gov.uk/sccwebsite/sccwspages.nsf/LookupWebPagesByTITLERTF/Surrey+Strategic+Partnership+Plan+-+Standing+Up+For+Surrey?opendocument>

## **The Evidence Base**

In developing the Core Strategy and the Development Management and Site Allocations DPD, the Council will draw on the very wide range of evidence that is already available, both in identifying current issues and issues, needs etc. likely to arise over the plan period. These existing sources include:-

- baseline social, environmental and economic data for Waverley;
- The Gypsy and Traveller Accommodation Assessment (GTAA) published in 2007 (this was jointly commissioned with Guildford and Surrey Heath Borough Councils.
- A Town Centre Retail Study published in 2008
- A sub-regional Strategic Housing Market Assessment (SHMA) published in 2009 (this was jointly commissioned by Waverley, Guildford and Woking Borough Councils);
- An Affordable Housing Viability Study published in 2009;
- An Affordable Housing Viability Study Addendum published in 2010;
- An Affordable Housing Viability Study update July 2012;
- An Employment Land Review (ELR) published in 2009 and updated 2011;
- A Strategic Housing Land Availability Assessment (SHLAA) (base date April 2008) published in 2010;
- A SHLAA (base date April 2010) published in 2011;
- A SHLAA (base date April 2011) published February 2012;
- A SHLAA (base date April 2012) (expected July 2012)
- An Open Space Study (PPG17 Audit) (2011);
- A Climate Change evidence document published in 2010;
- A Strategic Flood Risk Assessment (SFRA) published in 2010;
- Draft Settlement Hierarchy (second draft) 2010;
- Interim statement regarding Infrastructure published in 2011;
- Infrastructure Delivery Plan 2012;
- Transport Assessment 2010 and Update 2012

This work will be carried out partly by Council staff, and also by specialist consultants. It is possible that as the work on the Core Strategy and the Development Management and Site Allocations DPDs progresses, further evidence will be required and this may again involve the use of consultants. It is also possible that consultants will be used to support the work in relation to Sustainability Appraisal, Habitats Regulations Assessment and community/stakeholder engagement.

## **The Proposals Map**

The Proposals Map forms part of the 'saved' Waverley Borough Local Plan. As with the Local Plan itself, the Proposals Map will be superseded in part as each relevant LDF document is adopted.

## **Arrangements for Monitoring and Review**

the Council's Annual Monitoring Report (AMR) will include the following information:

- the title of all documents is in the LDS;
- the title and stage reached by the DPD;
- if production is behind on a DPD the reason for this;
- any LDDs that have been adopted;
- any DPD policies that are not being implemented and the reasons;
- whether a LDD is being replaced;
- preparation of a trajectory of forecast future housing supply against strategic housing requirements;
- the number of dwellings to be built for any other period;
- Monitoring of some of the saved policies from the Local Plan;
- monitoring outputs and outcomes of DPDs and SPDs;

The output of the monitoring reports will feed into future reviews of the LDS. The reports will assist in the identification of core policies that are not fully effective and additional SPDs that need to be produced.

## **Strategic Environmental Assessment (SEA) and Sustainability Appraisal (SA)**

The requirements of the SEA Directive have been linked with regulations covering SA. As part of the process the Council must:

- prepare a Sustainability Appraisal to accompany each DPD;
- carry out consultation on the draft plan and accompanying environmental report;
- take into account the environmental report and the results of consultation in decision making;
- provide information when the plan is adopted and show how the results of the SA/SEA have been taken into account.

## **Habitats Regulations Assessment (HRA)**

There is a legal requirement through the Conservation of Habitats and Species Regulations 2010 (referred to as the Habitat Regulations) to consider whether new planning policy documents like the Core Strategy are likely to have a significant effect on European sites of nature conservation importance, prior to the Plan being given effect. An HRA will be produced for both the Core Strategy and the Development Management and Site Allocations DPDs

## **Political Interaction**

Members will be involved at all stages throughout the preparation of the LDF. This will include both formal and informal arrangements and will also entail working alongside town and parish councils.



## **Arrangements for Stakeholder and Community Involvement in the Production of the LDF Documents**

The Council's approach in relation to stakeholder and community involvement in the LDF is set out in the Statement of Community Involvement (SCI). There is a wide range of potential stakeholders and a variety of methods for involving them at different stages of the process. The Council recognises the importance of engaging the community in the process, including appropriate engagement at the early stages of developing LDF documents. More details on the SCI can be found on the Council's web site at: [www.waverley.gov.uk/ldf/sci.asp](http://www.waverley.gov.uk/ldf/sci.asp)

**SUPPLEMENTARY PLANNING DOCUMENTS (SPDs) ADOPTED BY THE COUNCIL**

Title	Subject	Date Adopted
Farnham Conservation Area Appraisal	Study of Farnham Conservation Area	2005
Waverley Borough Cycling Plan	Supplements existing policies and sets aims and objectives, with an associated action plan, for promoting cycling.	2005
Bramley Conservation Area Appraisal	Study of Bramley Conservation Area	2005
Wonersh Village Design Statement	Identifies principles, design features and quality standards valued in the Parish.	2007
Planning Infrastructure Contributions SPD	Sets out the approach for securing financial contributions to mitigate the impact of development on infrastructure and services	2008
Residential Extensions Guidelines	Guidelines regarding proposals for domestic extensions	2010

**SUPPLEMENTARY PLANNING GUIDANCE (SPG) AND OTHER NON-  
STATUTORY PLANNING POLICY/GUIDANCE**

Title	Subject	Date Adopted
Surrey Design Guide	County wide guidance on design, mainly residential	2000
Milford Hospital	Development brief for land uses on the site + update statement	2003 and 2006
Dunsfold Design Statement	Design guide drawn up by local people	2001
Residential extension design guidelines	Detailed advice for applicants on designing an extension	2002
Street café and placing of tables and chairs on the highway.	Deals with problems of obstruction on streets	2002
Density and size of dwellings	Amplifies Local Plan policy H4	2003
Elstead Design Statement	Design advice for new development in the village	1995
Wrecclesham Conservation Area Appraisal	Study of Wrecclesham Conservation Area	2002
East Street Planning Brief	Guidance on the development of the East Street Area of Opportunity	2000
Godalming key Site Development Framework	Guidance on the development of this Key Site in the Local Plan	2001
Cranleigh Village Design Statement	Design advice for new development in the village	2008
Frensham Village design Statement	Design advice for new development in the village	2008
Hindhead Concept Statement	Guidance on future development in Hindhead following the opening of the A3 tunnel	2008
Avoidance Strategy for the Thames Basin Heaths Special Protection Area (SPA)	Details of the avoidance and mitigation measures required for new housing developments that are within the zone of influence of the SPA	2009
Farnham Town Design Statement	Design advice for new development in Farnham	2010
Churt Village Design Statement	Design advice for new development in Churt	2010
Hindhead Avoidance Strategy	Details the avoidance and mitigation measures required for new housing in central Hindhead	2011

**ANNEX 2**

**WAVERLEY BOROUGH COUNCIL – LOCAL DEVELOPMENT SCHEME JULY 2012**

Document Title	Role and Content	Geographic coverage	Chain of Conformity	Consultations during the preparation of the DPD (Regulation 18)	Date for Publication	Date for Submission to Secretary of State	Adoption
Core Strategy DPD	Sets out the spatial vision, objectives and strategy for the development of the whole of the Borough to 2027 and the framework for development control	Whole authority area	Consistent with national planning policy and in general conformity with the Regional Spatial Strategy for the south East  Note: the Regional Spatial Strategy is due to be abolished through the Localism Bill	Sustainability Appraisal Scoping Report: <b>Sept. 2007</b>  Issues and Options Topic Papers <b>Feb/March 2009</b>  <b>Further housing options</b> <b>Jan – March 2010</b>  <b>Options for the number of new homes</b>  <b>Sept./Oct. 2010</b>  Core Strategy Preferred Options and Draft Policies <b>Jan - March 2011</b>  Core Strategy Revised Preferred Options and	August 2012	December 2012	September 2013

				Draft Policies <b>Feb – April 2012</b>			
Development Management and Site Allocations DPD	Contains development management policies and allocates specific sites required to deliver the Core Strategy and contains the necessary policies to support the site allocations	Whole Authority area	To conform with the Core Strategy and national planning policy	Sustainability Appraisal Scoping Report: <b>Sept 2012</b>  Consultation on Draft DPD <b>Jan 2014</b>	July 2014	November 2014	July 2015



# DEVELOPMENT MANAGEMENT AND SITE ALLOCATIONS DPD

## Overview

<b>Role and Subject:</b>	<b>This Development Plan Document will provide more detailed policies and site specific allocations to deliver the Core Strategy. It will include site allocations for new housing that will be required to deliver the housing strategy set out in the Core Strategy. The extent to which this DPD will deal with other land use allocations will depend, in part, on the outcome of studies and other evidence that is being compiled to provide the evidence base needed to support the development of the Core Strategy DPD. The Plan will also include more detailed development management policies prioritised to deal with key issues in Waverley and where existing policies are considered to need updating/refreshing.</b>
<b>Coverage:</b>	Whole Borough
<b>Status:</b>	Development Plan Document
<b>Conformity:</b>	With national policies; Surrey and Waverley Community Strategies; saved Waverley Borough Local Plan policies.

table

### Stage

Assessment of existing policies, development of evidence base, development of issues and options and early stakeholder involvement.  
 Consultation on Preferred Options  
 Publication  
 Submission to Secretary of State  
 Start of Examination Hearings  
 Estimated date for Adoption

### Dates

On-going – December 2013  
 January 2014  
 July 2014  
 November 2014  
 Feb/March 2015  
 July 2015

## Arrangements for Production

<b>Organisational Lead</b>	Waverley Borough Council's Head of Planning Services
<b>Political Management</b>	<ul style="list-style-type: none"> <li>Waverley Borough Council's Portfolio Holder for Planning</li> <li>Community Overview and Scrutiny Committee;</li> <li>Executive;</li> <li>Full Council Resolution required for submission and adoption stages.</li> </ul>
<b>Internal Resources</b>	Planning Policy Manager as lead officer, with support from other members of the Planning Policy Team and support from officers in other Council departments as necessary.
<b>External Resources</b>	Use of consultants to support in development of evidence base. Possible use of consultants to assist with Sustainability Appraisal and Habitats Regulations Assessment and to assist in some of the community consultation and participation.
<b>Stakeholder Resources</b>	Direct engagement of key service and infrastructure providers in assessment of individual sites. Specialist advice from the specific consultation bodies such as the Environment Agency and Natural England.
<b>Community and</b>	Targeted consultation and participation of key stakeholder groups in the early

**Stakeholder Involvement** identification of issues and options and possible development opportunities, followed by a wider public consultation at the end of this stage. Method of consultation and participation to be varied depending on the input and participation envisaged.  
 Formal consultation process at the Preferred Options stage will also include the wider consultation.

## CORE STRATEGY DPD

### Overview

**Role and Subject:** Strategic document setting out the overall vision and spatial portrait for meeting known and anticipated development needs to 2028 based on sustainability principles. Will include a spatial portrait and will provide strategic policies relating to:

- spatial settlement strategy, including spatial distribution of housing allocations;
- sustainable transport;
- infrastructure, services and community facilities;
- affordable housing and other housing needs, including the needs of Gypsies, Travellers and Travelling Showpeople;
- employment and the economy;
- town centres and shopping;
- leisure, recreation and culture;
- rural environment;
- townscape, heritage and design;
- biodiversity and geological conservation; and
- climate change.

**Coverage:** Whole Borough  
**Status:** Development Plan Document  
**Conformity:** With national policies; Surrey and Waverley Community Strategies; saved Waverley Borough Local Plan policies.

### Timetable

#### Stage

Reassessment of evidence base, revision of Spatial Portrait and key objectives, identification of issues and options and early stakeholder engagement	On-going to Dec.2010
Consultation on First Preferred Options	Jan. - March 2011
Consultation on Revised Preferred Options	February – April 2012
Publication	August 2012
Submission to Secretary of State	December 2012
Start of Examination Hearings	March/April 2013
Estimated date for adoption	Sept. 2013



## ***Arrangements for Production***

<b>Organisational Lead</b>	Waverley Borough Council's Head of Planning Services
<b>Political Management</b>	<ul style="list-style-type: none"><li>• Waverley Borough Council's Portfolio Holder for Planning;</li><li>• Community Overview and Scrutiny Committee;</li><li>• Executive</li><li>• Full Council Resolution required for submission and adoption stages.</li></ul>
<b>Internal Resources</b>	Planning Policy Manager as lead officer with support from Planning Policy Team and other Council departments as necessary.
<b>External Resources</b>	Use of consultants to support in development of evidence base. Possible use of consultants to assist with the Sustainability Appraisal, Habitats Regulations Assessment and to assist in some of the community consultation and participation.
<b>Stakeholder Resources</b>	Direct engagement of key service and infrastructure providers. Specialist advice from the specific consultation bodies such as the Environment Agency and Natural England.
<b>Community and Stakeholder Involvement</b>	Targeted consultation and participation of key stakeholder groups in the early identification of issues and options, followed by a wider public consultation at the end of this stage. Method of consultation and participation to be varied depending on the input and participation envisaged. Formal consultation process at the Preferred Options will also include the wider consultation.

