



South Bucks Local Development Framework

Local Development Scheme

March 2010



South Bucks
District Council

South Bucks Local Development Scheme 2010

Contents	Page
1.0 INTRODUCTION	
1.1 Context	2
2.0 PROGRESS MADE SO FAR AND PROPOSED LOCAL DEVELOPMENT DOCUMENTS	
2.1 Progress since 2007	4
2.2 New Development Plan Documents	4
2.3 Supplementary Planning Documents	6
2.4 Statement of Community Involvement	7
2.5 Annual Monitoring Report	7
Table 1: Schedule of proposed Development Plan Documents to be prepared over the next three years	8
Table 2: Programme Management - milestones	9
3.0 PROFILES OF EACH LOCAL DEVELOPMENT DOCUMENT	
3.1 Core Strategy DPD	10
3.2 Developer Contributions DPD	11
3.3 Townscape Character Areas DPD	12
3.4 Development Management DPD	13
3.5 Proposals Map	14
4.0 OTHER INFORMATION	
4.1 The Evidence base	15
4.2 Joint Working	16
4.3 Resources	16
4.4 Programmes and Political Management	18
4.5 Risk Assessment	18
Diagram 1: Relationship between LDF & other strategies	21
Appendix 1: Local Plan policies proposed to be replaced by the Core Strategy	22

1.0 INTRODUCTION

Context

- 1.1 This is the fourth Local Development Scheme (LDS) for South Bucks District. It sets out the documents that will be progressed in the South Bucks Local Development Framework (LDF) in the period 2010-13, along with their timetables. This document supersedes the LDS that was approved in March 2007.
- 1.2 The Local Development Framework is the collective term given to the portfolio of policy documents that the Council will prepare in accordance with the Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008). The Local Development Framework will comprise a number of separate but linked Local Development Documents (LDDs), the most important of which is the Core Strategy. There are several types of Local Development Document, namely:-
- Development Plan Documents (DPDs), and
 - Supplementary Planning Documents (SPDs)
 - Statement of Community Involvement (SCI).
- 1.3 This LDS
- Provides a brief description of all of the Development Plan Documents (DPDs) that will be prepared and the areas to which they will relate.
 - Explains how the different DPDs relate to each other, in particular the Core Strategy.
 - Sets out which Supplementary Planning Guidance or SPDs support saved policies.
 - Sets out the timetable for producing DPDs, including the timings for the key milestones.
- 1.4 The three-year programme sets out the timescales for the DPDs, including the four milestones (consulting statutory bodies on the scope of the sustainability appraisal, publication, submission and adoption). Consultation on DPDs will be carried out at appropriate stages, proportionate to the scale of issues involved.
- 1.5 One of the documents within the LDF is the Statement of Community Involvement (SCI). The current SCI was adopted by the Council in February 2007. The SCI
- Explains the process and methods for community involvement for different types of Local Development Documents, including how different groups will be engaged.
 - Identifies community groups that will be involved at different stages of the planning process.
 - Explains how the community will be involved in the determination of planning applications, as well as pre-application discussions.

As a result of the Planning Act 2008, there is no longer a requirement to specify SCIs in a LDS or submit the SCI to the Secretary of State for examination.

- 1.6 The Development Plan comprises the Regional Spatial Strategy together with Development Plan Documents within the Local Development Framework, as well as any saved Local Plan policies. Development Plan Documents have to be in general conformity with the Regional Spatial Strategy (RSS) for the area. In this region, the RSS is the South East Plan (May 2009). The South East Plan forms part of the statutory Development Plan, which is the basis upon which all planning decisions are made. The policies in the South Bucks District Local Plan, adopted in March 1999, will be progressively replaced by those in a number of Development Plan Documents as set out in this Local Development Scheme.
- 1.7 It is important that the Core Strategy and other DPDs are produced in a timely and efficient manner. The Council has sought to balance this requirement with its available resources in preparing this Local Development Scheme. The Council will endeavour to keep to the timetables set out in this LDS but if there is any slippage, 'real time' information will be provided on the SBDC website.
- 1.8 This new LDS has been submitted to the Secretary of State, via the Government Office, for approval. The LDS will become operational from 31st March 2010, unless within this time the Secretary of State intervenes or requests more time to consider it. This Local Development Scheme will be reviewed and rolled forward as necessary to take account of changing priorities.

2.0 PROGRESS MADE SO FAR AND PROPOSED LOCAL DEVELOPMENT DOCUMENTS

2.1 Progress since 2007

2.1.1 In September 2007, the Council 'saved' 74 of the policies in the Local Plan. They will remain in force until such time as they are replaced by policies in new Development Plan Documents. It is anticipated that 22 of the saved Local Plan policies will be replaced by those in the Core Strategy.

Core Strategy DPD

2.1.2 Following consultation on the Core Strategy Preferred Options in 2006, the Council decided to delay progress on its Core Strategy to allow further work to be carried out and to strengthen the evidence base. In March 2009, the Council published its 'Core Strategy Emerging Approach' for extensive public consultation.

2.1.3 A wide range of evidence base studies have been completed to support the Core Strategy, including a Sustainability Appraisal (SA), a Habitats Regulations Assessment (HRA), a Strategic Housing Market Assessment, a Strategic Housing Land Availability Assessment (SHLAA), and many others dealing with retail, employment, infrastructure, open space, sport and recreation, flood risk, transport and townscape character. These are listed in paragraph 4.1.2.

Supplementary Planning Guidance and Documents

2.1.4 Two adopted Supplementary Planning Guidance notes have been saved. These are

- "Outdoor Playing Space in South Bucks - Planning Guidance", which relates to saved Local Plan policies R1 and R4, and
- The Chiltern Buildings Design Guide (prepared by the Chilterns Conservation Board), which relates to saved Local Plan policies L1 and EP3. The Board is about to publish an updated version of the Design Guide.

2.1.5 The Council adopted a Residential Design Guide as a Supplementary Planning Document in October 2008. It is supplementary to saved Local Plan policies, including EP3 and H9, as well as relevant national guidance. It provides guidance to developers in order to secure high quality residential development which respects and enhances the character and sustainability of the District.

2.1.6 The Council is undertaking a programme of preparing updated Conservation Area Appraisals as part of the process of reviewing Conservation Area designations. In accordance with advice from the Government Office, those Appraisals will not form supplementary planning documents, but they will be material considerations to be taken into account in the planning process.

2.2 New Development Plan Documents

2.2.1 Table 1 sets out a schedule of proposed new Local Development Documents to be prepared over the next three years, together with their roles, chains of conformity and the main milestones to adoption.

2.2.2 Table 2 is a simple chart providing an overview of the timetable and project management for those Local Development Documents which will be in the course of preparation during the three years from the submission of this Scheme.

2.2.3 The main changes in this LDS are as follows:

- The timetable for the Core Strategy has changed, with adoption estimated to occur in March 2011.
- The Generic Development Control Policies DPD will now be called the Development Management DPD and now be produced after two other DPDs (see below).
- The Land Allocations DPD will not be progressed in the next three year period, due to the strong housing land supply position.
- Two new DPDs are proposed, on Developer Contributions and Townscape Character.

Core Strategy

2.2.4 The Core Strategy will provide the overarching policy context for other DPDs and SPDs to be subsequently prepared. It will be submitted in July 2010 for Examination and will be adopted in early 2011, unless unexpected problems arise that cause a delay. It would be advantageous to adopt the Core Strategy before April 2011, as this will provide a 15 year time horizon to 2026, the end date of the South East Plan. On its adoption, 22 of the saved policies from the adopted South Bucks District Local Plan will be replaced by those in the Core Strategy. These are shown in Appendix 1.

2.2.5 Two other DPDs will be simultaneously produced and adopted within the three year LDS period, one on Developer Contributions and the other on Townscape Character.

Developer Contributions DPD

2.2.6 Up to now, the Council has only used planning obligations (also known as Section 106 agreements) to secure limited amounts of affordable housing and, very occasionally, open space and highways improvements. The Government intends to allow local planning authorities to introduce a Community Infrastructure Levy, a standard charge to be applied on new development. There is now evidence to show that there are infrastructure deficiencies in the District and that a CIL would be justified in South Bucks. The Core Strategy will commit the Council to preparing a CIL Charging Schedule (or some other form of standard contributions regime). This will work alongside Section 106 agreements, which will continue to be the main mechanism for securing affordable housing and other on-site infrastructure. This DPD will set out more detail on the use of developer contributions, and also (subject to the introduction of regulations) the proposed CIL, in accordance with the overarching policies in the Core Strategy.

Townscape Character DPD

- 2.2.7 The loss of character in the larger settlements due to excessive residential intensification and infilling was one of the most frequent concerns raised by residents during the Core Strategy consultation exercises. The Core Strategy includes a policy that seeks to protect townscape character, through encouraging high quality design, especially in those towns and villages that are particularly sensitive to change. The policy also commits the Council to producing a DPD that would identify character areas within settlements excluded from the Green Belt and give detailed design guidance for development proposals within each of these areas. A detailed study will be undertaken by consultants to inform the production of the Townscape Character DPD. Work on the above two DPDs will commence later in 2010, with adoption anticipated in September 2012.

Development Management DPD

- 2.2.8 One other DPD will be commenced later in the three year period. This will be the Development Management DPD. This is required because the Local Plan was adopted in 1999 and hence its remaining saved policies will need to be reviewed to ensure they remain effective in decision making. Initial work will start on this DPD in April 2012, with its submission for examination anticipated in summer 2013.

Proposals Map

- 2.2.9 The Proposals Map (with Inset Maps) is currently the one in the Local Plan. The Proposals Map will be updated upon adoption of the Core Strategy (and also upon adoption of other DPDs that would require changes to be made to the Proposals Map). The Proposals Map will also be updated to reflect any other changes, i.e. as a result of some of the Local Plan policies not being saved beyond 28th September 2007.

Other DPDs

- 2.2.10 The ability of the Council to accommodate future housing has been assessed in a Strategic Housing Land Availability Assessment, which shows that the Council can comfortably meet its South East Plan requirement. The Core Strategy allocates three sites as 'Opportunity Sites', with two of these expected to provide housing during the Plan period. Because of these factors, a Land Allocations DPD will not be progressed in the next three year period. Should it be decided that other DPDs are required, or that the above timetable be changed, real-time information will be given on the Council's website and the LDS will be updated as necessary.

2.3 Supplementary Planning Documents (SPDs)

- 2.3.1 The Council intends to progress a number of SPDs as part of the Local Development Framework. The requirement for an LDS to set out the timetable for producing SPDs was revoked in the Planning Act 2008¹. Nevertheless, the Proposed Submission Core Strategy states that Development Briefs should be produced for the Opportunity Sites when they come forward for development and these may be adopted as SPD, subject to timing. The need for other SPDs will be kept under review.

¹ The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2009

2.4 Statement of Community Involvement (SCI)

2.4.1 The requirement for a LDS to set out the timetable for producing an SCI was revoked in the Planning Act 2008², as was the need for it to be submitted to the Secretary of State for examination. There are no current plans to update the adopted SCI, but this matter will be kept under review.

2.5 Annual Monitoring Report

2.5.1 The Council is required to prepare an Annual Monitoring Report (AMR). This will

- Report progress on whether the Local Development Scheme milestones are being met, with reasons given where they are not being met.
- Report progress on the policies and targets in any Local Development Documents, including any relevant regional and national targets. Where these are not being met, the AMR will indicate actions required to address the matter. It will also indicate which policies need to be changed to reflect changes in national and regional policy.
- Indicate progress against the Government's Core Output Indicators.
- Indicate how infrastructure providers have performed against any programmes set out in the Core Strategy and reprioritise infrastructure delivery assumptions if necessary.

2.5.2 The AMR will be submitted to the Government Office for the South East (GOSE) before 31st December each year and published on the Council's website as soon as is practicable after this date.

2.5.3 Diagram 1 shows the relationship between the different documents that will comprise the Local Development Framework and other plans and strategies. The LDF includes Development Plan Documents, the Statement of Community Involvement, the Annual Monitoring Report and Supplementary Planning Documents, for example Development Briefs.

² The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2009

TABLE 1

Schedule of proposed Development Plan Documents to be Prepared over the next three years.

<u>Document Title</u>	<u>Status</u>	<u>Role and Content</u>	<u>Geographical Coverage</u>	<u>Chain Of Conformity</u>	<u>Date for consulting statutory bodies on scope of Sustainability Appraisal</u>	<u>Date for publication</u>	<u>Date For Submission To Secretary of State</u>	<u>Proposed date for adoption</u>
Core Strategy	Development Plan Document	Sets out vision, objectives, and spatial development strategy in the area and over- arching framework for development control.	Whole authority area	With the Regional Spatial Strategy (South East Plan).		March 2010	July 2010	March 2011
Developer Contributions	Development Plan Document	To set out the approach to using developer contributions to secure local infrastructure alongside a proposed Community Infrastructure Levy.	Whole authority area	With Core Strategy.	September 2010	August 2011	November 2011	September 2012
Townscape Character Areas	Development Plan Document	To identify character areas within settlements excluded from the Green Belt and provide design guidance for future development within each area.	Whole authority area	With Core Strategy.	September 2010	August 2011	November 2011	September 2012
Development Management	Development Plan Document	To provide a clear set of development management policies relating to development throughout the District.	Whole authority area	With Core Strategy.	April 2012	March 2013	June 2013	To be determined
Proposals Map	Development Plan Document.	Sets out the areas to which policies in Development Plan Documents and any saved policies relate.	Whole authority area	With Core Strategy.				The Proposals Map will be updated upon adoption of the Core Strategy and subsequent DPDs.

3.0 PROFILES OF EACH LOCAL DEVELOPMENT DOCUMENT

3.1 Core Strategy

Overview

Role & Content	This will be strategic in nature, setting out the vision, objectives, and spatial development strategy for the area and overarching framework for development management for the period to 2026. It will include a key diagram to illustrate the broad strategy for the area.
Geographic Coverage	District-wide.
Status	Development Plan Document.
Chain of Conformity	This will be in general conformity with the South East Plan. The Strategy will be consistent with national planning policy and have regard to the Sustainable Community Strategy for South Bucks (2009).

Timetable

Stage	Dates
Publication of Proposed Submission Core Strategy (Regulation 27)	March 2010
Representations period on the submitted Core Strategy and sustainability appraisal report as required by Regulation 28	March - May 2010
Submission of Core Strategy and sustainability appraisal report to the Secretary of State (Regulation 30)	July 2010
Pre Hearing meeting	September 2010
Examination Hearing sessions	October - November 2010
Publication of the Inspector's recommendations and adoption of Core Strategy (Regulations 35/36)	March 2011

Arrangements for Production

Organisational Lead	Planning Policy Team, in association with Head of Sustainable Development.
Management Arrangements	Full Council Resolution required for Publication of Proposed Submission (Regulation 27), and Adoption stages. Proposed Executive Decision by Sustainable Development Portfolio holder, following consideration by LDF Panel and Sustainable Development Policy Advisory Group (PAG) at Regulation 30 stage.
Resources	Planning Policy Team, with other Council officers contributing as necessary. Opportunities for joint working with the County Council and the other District Councils have been taken, particularly on evidence base studies.
Community & Stakeholder Involvement	There has been extensive and continuous engagement with the community and key stakeholders throughout the Core Strategy production process, including at the Issues and Options, Preferred Options and Emerging Approach stages. Stakeholders will have an opportunity to make representations on the Proposed Submission Core Strategy when this is published. Consultation has been carried out in accordance with the Statement of Community Involvement, which was adopted early in 2007.
Post production	The Council will, through the Annual Monitoring Report, consider the effectiveness of the Core Strategy in accordance with section 2.5 above

3.2 Developer Contributions DPD

Overview

Role & Content	This DPD will set out the approach to seeking and using developer contributions to secure local infrastructure alongside a proposed Community Infrastructure Levy.
Geographic Coverage	District-wide.
Status	Development Plan Document.
Chain of Conformity	This will be in general conformity with the Core Strategy, which itself will be in conformity with the South East Plan.

Timetable

Stage	Dates
Consult statutory Bodies on the scope of the Sustainability Appraisal (Commencement of DPD)	September 2010
Ongoing public participation, including inviting representations from consultation bodies and others on what DPD should contain (Regulation 25).	October 2010 - March 2011
Publication of Proposed Submission Developer Contributions DPD (Regulation 27)	August 2011
Representations period on the submitted Developer Contributions DPD and sustainability appraisal report as required by Regulation 28	August - September 2011
Submission of Developer Contributions DPD and sustainability appraisal report to the Secretary of State (Regulation 30)	November 2011
Pre Hearing meeting	February 2012
Examination Hearing sessions	May 2012
Publication of the Inspector's recommendations and adoption of Developer Contributions DPD (Regulations 35/36)	September 2012

Arrangements for Production

Organisational Lead	Planning Policy Team, in association with Head of Sustainable Development.
Management Arrangements	Full Council Resolution required for Publication of Proposed Submission (Regulation 27), and Adoption stages. Proposed Executive Decision by Sustainable Development Portfolio holder, following consideration by LDF Panel and Sustainable Development PAG at Regulation 30 stage.
Resources	Planning Policy Team, with other Council officers contributing as necessary. Opportunities for joint working with the County Council and the other District Councils will be explored, particularly on evidence base studies.
Community & Stakeholder Involvement	There will be continuous and proportionate engagement with the community and key stakeholders throughout the production process, particularly the at Regulation 25 stage. Stakeholders will have an opportunity to make representations on the DPD when this is published. Consultation will be carried out in accordance with the Statement of Community Involvement.
Post production	The Council will, through the Annual Monitoring Report, consider the effectiveness of the DPD in accordance with section 2.5 above

3.3 Townscape Character Areas DPD

Overview

Role & Content	This DPD will identify townscape character areas within settlements excluded from the Green Belt and provide detailed design guidance for future development within each area.
Geographic Coverage	District-wide.
Status	Development Plan Document.
Chain of Conformity	This will be in general conformity with the Core Strategy, which itself will be in conformity with the South East Plan.

Timetable

Stage	Dates
Consult statutory Bodies on the scope of the Sustainability Appraisal (Commencement of DPD)	September 2010
Ongoing public participation, including inviting representations from consultation bodies and others on what DPD should contain (Regulation 25).	October 2010 - March 2011
Publication of Proposed Submission Townscape Character DPD (Regulation 27)	August 2011
Representations period on the submitted Townscape Character DPD and sustainability appraisal report as required by Regulation 28	August - September 2011
Submission of Townscape Character DPD and sustainability appraisal report to the Secretary of State (Regulation 30)	November 2011
Pre Hearing meeting	February 2012
Examination Hearing sessions	May 2012
Publication of the Inspector's recommendations and adoption of Townscape Character DPD (Regulations 35/36)	September 2012

Arrangements for Production

Organisational Lead	Planning Policy Team, in association with Head of Sustainable Development.
Management Arrangements	Full Council Resolution required for Publication of Proposed Submission (Regulation 27), and Adoption stages. Proposed Executive Decision by Sustainable Development Portfolio holder, following consideration by LDF Panel and Sustainable Development PAG at Regulation 30 stage.
Resources	Planning Policy Team, with other Council officers contributing as necessary. Opportunities for joint working with the County Council and the other District Councils will be explored, particularly on evidence base studies.
Community & Stakeholder Involvement	There will be continuous and proportionate engagement with the community and key stakeholders throughout the production process, particularly the at Regulation 25 stage. Stakeholders will have an opportunity to make representations on the DPD when this is published. Consultation will be carried out in accordance with the Statement of Community Involvement.
Post production	The Council will, through the Annual Monitoring Report, consider the effectiveness of the DPD in accordance with section 2.5 above

3.4 Development Management DPD

Overview

Role & Content	This will provide a clear and concise set of development management policies relating to all development in the District. These policies will set out the criteria against which planning applications for the development and use of land and buildings will be considered.
Geographic Coverage	District-wide
Status	Development Plan Document.
Chain of Conformity	This will be in conformity with the Core Strategy, which itself will be in conformity with the South East Plan.

Timetable

Stage	Dates
Consult statutory Bodies on the scope of the Sustainability Appraisal (Commencement of DPD)	April 2012
Ongoing public participation, including inviting representations from consultation bodies and others on what DPD should contain (Regulation 25).	May - October 2012
Publication of Proposed Submission Core Strategy (Regulation 27)	March 2013
Representations period on the submitted Core Strategy and sustainability appraisal report as required by Regulation 28	March - April 2013
Submission of Core Strategy and sustainability appraisal report to the Secretary of State (Regulation 30)	June 2013
Pre Hearing meeting	September 2013
Examination Hearing sessions	To be determined
Publication of the Inspector's recommendations and adoption of Core Strategy (Regulations 35/36)	To be determined

Arrangements for Production

Organisational Lead	Planning Policy Team, in association with Head of Sustainable Development.
Management Arrangements	Full Council Resolution required for Publication of Proposed Submission (Regulation 27), and Adoption stages. Proposed Executive Decision by Sustainable Development Portfolio holder, following consideration by LDF Panel and Sustainable Development PAG at Regulation 30 stage.
Resources	Planning Policy Team, with other Council officers contributing as necessary. Opportunities for joint working with the County Council and the other District Councils will be explored, particularly on evidence base studies.
Community & Stakeholder Involvement	There will be continuous and proportionate engagement with the community and key stakeholders throughout the production process, particularly the at Regulation 25 stage. Stakeholders will have an opportunity to make representations on the DPD when this is published. Consultation will be carried out in accordance with the Statement of Community Involvement.
Post production	The Council will, through the Annual Monitoring Report, consider the effectiveness of the DPD in accordance with section 2.5 above

3.5 Proposals Map

Overview

Role & Subject	To show the geographical areas to which policies in the development plan and saved policies relate. The adopted proposals map will identify areas of protection (including Conservation Areas, Green Belt land and nationally protected landscapes) and show locations and sites for particular land uses in any adopted Development Plan Document.
Coverage	Whole District (Proposals Map); Parts of District (Inset Maps)
Status	Development Plan Document
Conformity	With the Development Plan Documents to which it relates

Timetable

DPD	Adoption dates
Core Strategy	March 2011
Developer Contributions	September 2012
Townscape Character Areas	September 2012
Development Management Policies	Outside scope of this LDS

Arrangements for Production

Organisational Lead	Planning Policy Team
Management Arrangements	In accordance with the management arrangements for each of the Development Plan Documents to which the Proposals Map relates. The Proposals Map will be updated upon adoption of the Core Strategy to reflect any changes that arise from the adoption of the Core Strategy and from any other changes, i.e. as a result of some existing Local Plan policies not being saved.
Resources	Planning Policy Team, including Technical Support Officer. Website officer.
External Resources	Outsource hard copy printing.
Community & Stakeholder Involvement	In accordance with the arrangements for each Development Plan Document to which it relates.

4.0 OTHER INFORMATION

4.1 The Evidence Base

4.1.1 In preparing Development Plan Documents, a wide range of background studies have, or will need to be, undertaken. Most of these are produced by the Council (or by consultants for the Council) although some are prepared by other organisations, such as Buckinghamshire County Council. These studies are made publically available as soon as is practical after their completion, primarily via the Council's website.

4.1.2 The Proposed Submission Core Strategy is founded on a robust and credible evidence base, comprising the views of the local community and stakeholders and other plans, strategies and research. Studies prepared up to March 2010 to support the Core Strategy include:

- Strategic Housing Market Assessment (Fordham Research, 2008)
- Strategic Housing Land Availability Assessment (in-house, 2009)
- Development Economics Study (Three Dragons, 2007, updated 2010)
- Accessibility and Infrastructure Study (in-house/Halcrow Group Ltd, 2006)
- Bucks Infrastructure Study - Phase 2: Southern Buckinghamshire (Colin Buchanan & Hewdon Consulting, 2008)
- Infrastructure Planning and Delivery Background Paper (in-house, 2010)
- Settlement Hierarchy Study (in-house, 2009)
- Bucks Employment Land Review (DPDS Consulting Group & GWE Research, 2006, and in-house Update 2010)
- Joint Retail and Town Centres Study (Nathaniel Litchfield and Partners, 2007, and Update 2009)
- Strategic Flood Risk Assessment Levels 1 and 2 (Jacobs, 2008)
- PPS 25 Sequential Test and Exception Test for Mill Lane, Taplow (in-house, 2010)
- Transport Evaluation (Atkins, 2010)
- Habitats Regulations Assessment³ (UE Associates 2010)
- Open Space, Sports and Recreational Facilities Study (Land Use Consultants, 2008)
- Sustainability Appraisal (in-house, 2010)
- Development Economics Analysis of Opportunity Sites (Kempton Carr Croft, 2010)
- Townscape Character Study - Part One (Chris Blandford Associates, 2010)
- Managing Energy Efficiencies in Existing Housing (in-house, 2010)
- Needs Assessment for Travelling Showpeople (Tribal, on behalf of Bucks local authorities, 2007)
- Gypsy and Traveller Accommodation Needs Assessment for the Thames Valley region (Tribal, on behalf of ActvaR, 2006)
- Major Developed Sites in the Green Belt Background Paper (in-house, 2010)
- Transport Paper - South Bucks District Transport Strategy (BCC, 2010)
- Transport Paper - Iver and Richings Park Area (BCC, 2010)

³ Formerly known as the Appropriate Assessment.

- Transport Paper - East of Beaconsfield Area (BCC, 2010)
- 4.1.3 These studies will be reviewed and other studies commissioned when necessary, subject to resources being available.
- 4.1.4 As well as the above evidence base studies, the Council has relied on a number of other documents for the Core Strategy. These include those prepared by other departments in the District Council (such as the Corporate Plan), and those prepared by adjoining local authorities, the County Council, Parish Councils, Government agencies such as the Environment Agency and infrastructure providers such as the Primary Care Trust.
- 4.1.5 Parish Plans do not themselves form part of the statutory planning framework, but are being taken into account in the development of Local Development Documents as appropriate.
- 4.2 Joint Working**
- 4.2.1 There is a good track record of joint working between the Buckinghamshire authorities. Recent examples of this are the Bucks Infrastructure Study and the Strategic Housing Market Assessment. The Bucks authorities also work closely on issues such as minerals and waste, transport, education, Gypsies and Travellers and on regional matters such as the South East Plan. In addition, the Council has worked jointly with Chiltern District Council on the Transport Evaluation and Retail Studies for the Core Strategy.
- 4.2.2 There are several levels of joint meeting, including the Buckinghamshire Planning Group (which normally meets with Member involvement), and the Bucks Planning Policy Officers Group.
- 4.2.3 Given the additional work required under the LDF planning system, including evidence base studies, and increasing resource constraints, the Council will continue to explore opportunities for joint working with the other Bucks authorities.
- 4.3 Resources**
- 4.3.1 South Bucks is a small Council with limited resources, and the new planning system, with its increased emphasis on evidence based plan-making and community engagement, has placed a significant additional resource burden on the Council. The Council has balanced the need for a high quality, sound evidence based Local Development Framework against speed of production.
- 4.3.2 The Local Development Framework is prepared by the Planning Policy Team, with the input of other teams as necessary. As a result of an internal reorganisation in 2008, a new post of Head of Sustainable Development was created. The team currently comprises the Planning Policy Manager, a Principal Planner, two Senior Planners, a Planner (who shares this role with that of Sustainability Officer for the Council) and a Technical Support Officer. However, one of the Senior Planners is on a temporary contract (expected to end in early 2011) and the other works part time. The team also includes a Conservation and Design Officer, primarily to review the conservation areas and produce conservation area appraisals. However, this officer has minimal input into the Local Development Framework process.

4.3.3 As well as the Local Development Framework , the Planning Policy Team is also responsible (with input from the Head of Sustainable Development) for a number of other work areas including, inter alia:-

- Strategic transportation matters, including Crossrail, High Speed 2, providing an input into the Local Transport Plan and subsequent transportation studies.
- Aviation matters, particularly issues related to Heathrow, including issues around a third runway.
- Planning matters associated with other partnerships of which the District Council is a member authority, including the Colne Valley Partnership, the Chilterns Conservation Board.
- The Buckinghamshire Minerals and Waste Local Development Framework, which is a major issue particularly since there are considerable mineral resources in the south of the county.
- The preparation of the Council's Sustainability and Climate Change Strategy, and other similar work, including sustainable energy.
- Economic Development issues.
- Regional and sub-regional planning matters, such as providing an input into the South East Plan and Gypsies and Traveller matters.
- To provide the Council's response to planning policy documents of other bodies and organisations where appropriate.
- To provide planning policy advice to all Business Units within the Council, including that relating to planning applications and the Council's own landholdings.
- To provide an input into future reviews of the South Bucks Sustainable Community Strategy.
- The Planning Policy Manager also has a corporate role in dealing with and implementing corporate policies of the Council.

4.3.4 Because of these other tasks, it is estimated that the Planning Policy Unit has the equivalent of only 4 full time staff members dealing with the Local Development Framework. No allowance has been made in this figure for annual leave, training needs or unplanned absences.

4.3.5 The Council will continue to set aside funding for Local Development Document preparation. The largest single cost in the next year (2010/11) will be for the Core Strategy examination, which is expected to be in the order of £65-70,000 for the Inspector's costs alone. However, savings will be made by using an officer from within the Council as programme officer for the examination hearings. On the advice of our Legal Services Unit, the Council will use Counsel to advise on the preparation for the Examination into the Core Strategy. The extent of Counsel's involvement in the Examination process will depend on the nature of the issues raised in representations when the plan is submitted but it is likely to be limited, in order to reduce expenditure.

4.3.6 Looking further ahead, costs for the remainder of the three year programme in this LDS are not expected to be at the same magnitude as those required for the Core Strategy, as the evidence base is now largely complete. Resources will, however, need to be secured in 2012/13 for the examination hearings into the two other DPDs shown above in Table 2. The availability of resources is a matter that is included in the Risk Register and is considered on a regular basis.

4.4 Programme and Political Management

4.4.1 This Local Development Scheme sets out the timetable for the production of Local Development Documents for the next three years. Whilst every effort has been made to keep to an ambitious and challenging timetable of DPDs, given the limited resources and the demanding nature of the LDF system, it will not be possible to complete the LDF by March 2013.

4.6.4 Section 3 above identifies the organisational lead and management arrangements in relation to each Local Development Document. Progress with the Local Development Documents will be a standing item for regular discussion between the Head of Sustainable Development and the Planning Policy Manager at regular meetings. There will also be regular discussions between the Planning Policy Manager and the Sustainable Development Portfolio Holder, in association with the Lead Member for the LDF and the Head of Sustainable Development.

4.5 Risk Assessment

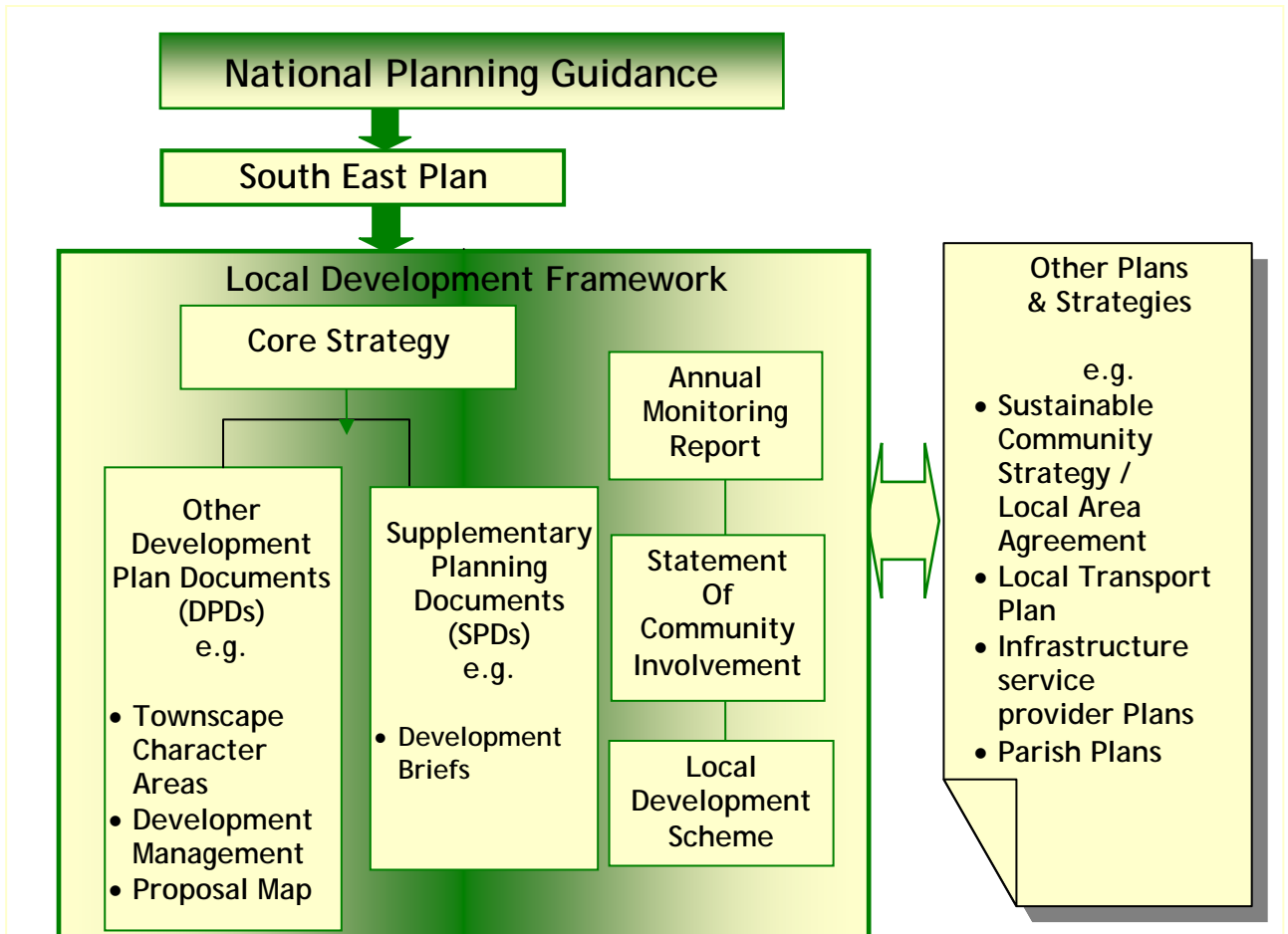
4.5.1 The Council has a corporate risk assessment process, with the risk register being updated on a cyclical basis. The following table lists the main areas of risk to the LDF timetable, along with a summary of how these risks can be mitigated.

Area of Risk	Potential risk	Mitigating action / contingency
<p>Impact of South East Plan on LDF - The South East Plan (SEP) is likely to be reviewed within the next three years, subject to there not being a change in Government. The Government is looking for an increase in the amount of housing provided in the region, so South Bucks allocation may increase above the current level in the South East Plan.</p>	<p>High</p>	<p>The Council strongly believes that the housing requirement for the District in the reviewed South East Plan should not be above the current requirement of 1,880. Until the revised Plan is finalised there will remain uncertainty over this. However, the Core Strategy is already providing more than the 1,880 dwelling requirement and so includes sufficient flexibility to deal with a small increase in the requirement, so that the Council should not need to review the Core Strategy as a result of the new SEP.</p>
<p>Funding for Local Development Documents - A fund has been set aside for Local Development Framework production, but with the pressures on local government finance, there is a risk that this will not be sufficient.</p>	<p>High</p>	<p>A budget has been built up over several years for the LDF process (excluding staff costs). However, the Council needs to make significant savings over the next few years and so this budget cannot be relied upon to continue to increase. Therefore it will be necessary to keep costs at a minimum through smarter working, efficient use of Counsel, the use of an in-</p>

		house programme officer, joint working with adjoining authorities and by carrying out studies in house where possible.
Staff turnover/difficulty in recruitment - Staff turnover has stabilised in recent years. However, should staff leave the Council, there may be pressure for posts to be frozen due to the need for the Council to reduce its costs. If this happens, it could have an impact on the LDF programme.	Medium	We are providing staff with a challenging and rewarding working environment where they are valued and appreciated. However, should staff leave, we would seek to new recruit staff by advertising quickly, unless posts are frozen. If difficulties in recruiting suitable and qualified staff arise, we will explore other options including the use of focussed consultants or agency staff, subject to resources.
"Soundness" of Development Plan Documents - there is a risk that DPDs will be found unsound at examination, for example by not meeting statutory requirements.	Medium	The Council will minimise this risk in several ways. We will liaise closely with the Planning Inspectorate, GOSE, Counsel, our own Legal advisors, in particular regarding meeting statutory requirements, and by using the PAS 'soundness self assessment toolkits'. We will engage a 'critical friend' where necessary, for example the Planning Officers Society Enterprises. We will discuss soundness issues internally, and with colleagues in other authorities.
Programme Slippage - there is a risk that the milestones in the LDS will not be met.	Medium	The Council will continue to monitor the progress of DPDs against the LDS and report these in the AMR each year. We have sought to ensure that the timing of resource intensive stages on the Local Development Documents does not clash to the extent that our resources are overstretched, and this will be kept under review.
Capacity of the Planning Inspectorate - there is a risk that PINS will be unable to cope with examination demand nation-wide.	Low	Progress nationwide with LDF production is now accelerating after a slow start. The Council has kept PINS informed of its Core Strategy timetable and they have raised no concerns. Should PINS not be able to meet the Council's timing requirements for the Examination, we would wish to be advised of this at a very early stage.
Legal Challenge - There is a risk that third parties could mount such a challenge to the adoption of a DPD.	Medium	We will minimise this risk by ensuring that DPDs are "sound" and founded on a robust evidence base and well-audited community engagement. We will also work closely with our Legal Services officers and will seek advice from GOSE where relevant.
Failure of external parties to meet project deadlines - there is a risk that consultants or other stakeholders do not	Medium	To reduce this risk, project briefs are prepared as early as possible, with agreed objectives and timetables for delivery. We will liaise with consultants before inviting

supply evidence base studies on time, or that consultants cannot be sourced.		to tender to check that they can meet deadlines and are interesting in submitting a quotation for the work.
Unexpected new national/regional planning guidance emerges - there is a risk that new guidance and legislation comes out (such as new PPSs or changes to the planning policy process) that affects the LDF timetable. There is also a risk that the regional planning framework changes suddenly.	Medium	The Government is currently reviewing national guidance and the Council will monitor this closely to see what the impact is on the LDF. Changes to the planning system introduced by Government are out of the Council's direct control. There is sufficient flexibility in the LDS to deal with any changes in the regional planning framework, such as changes to the Regional Spatial Strategy.
Scale of stakeholder engagement - there is a risk that the scale of representations is higher or lower than expected, or that key stakeholders do not have the resources to engage with the Council.	Medium	It is not possible to predict accurately the likely scale of responses at various stages of consultation. However, should this be higher than expected, the Council will seek to gain additional admin/planning support to process them. We will seek to engage people by targeting key stakeholders in organisations and 'hard to reach' groups.

DIAGRAM 1- Relationship between LDF & other strategies



Appendix 1 - Saved Local Plan Policies to be replaced by the Core Strategy

Local Plan Policy	Subject	Replaced by Core Strategy policy
GB14	Wilton Park, Beaconsfield	Core Policy 14
L1	Chilterns Area of Outstanding Natural Beauty	Core Policy 9
L2	Area of Attractive Landscape	Core Policy 9
L6	Colne Valley Park	Core Policy 9
L7	Protection of Green Space	Core Policy 5
C10	Key Nature Conservation Sites	Core Policy 9
C11	Other Nature Conservation Sites	Core Policy 9
C13	Nationally Important Archaeological Remains	Core Policy 9
C14	Other Archaeological Remains	Core Policy 9
EP13	Infrastructure Provision	Core Policy 6
EP15	Renewable Energy Development	Core Policy 12
R1	Protection of Existing Leisure and Recreation Facilities	Core Policy 5
R2	Provision of Leisure and Recreation Facilities in the Developed Areas	Core Policy 5
R4	Public Open Space Provision in New Residential Developments	Core Policy 5
H5	Affordable Housing	Core Policy 3
H7	The Provision of Smaller Dwellings	Core Policy 2
E1	Employment Generating Development	Core Policy 10
E3	Industrial Areas	Core Policies 10 & 16
E4	Business Areas	Core Policy 10
E5	Other Employment Generating Sites in the Developed Areas	Core Policy 10
E6	Employment Generating Uses in the Green Belt	Core Policy 10
E7	Working from Home	Core Policy 10

Where there is a conflict between the Local Plan policies that continue to be 'saved', and the Core Strategy or South East Plan, the more recently adopted policy will take precedence.



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