

Reigate & Banstead Local Development Scheme January 2008

Contents

Contents

Executive Summary	3
1 Introduction	4
Introduction	4
2 Reigate & Banstead's Local Development Scheme (LDS)	6
Reigate & Banstead's Local Development Scheme	6
Table 2.2 Content of the Local Development Framework	15
Table 2.3 Reigate & Banstead Strategic Library	24
Diagram 2.1 Relationships Between LDF and Other Documents	27
Appendix 1 Guide to Abbreviations & Glossary of terms	29
Appendix 2 Risk Analysis and Contingency	31

Executive Summary

- The Council is in the process of replacing its existing Local Plan with a new style local development plan called a Local Development Framework (LDF).
- This document is called the Local Development Scheme (LDS). Essentially, it is a work programme setting out when and what the Council will produce to form the LDF. It is a three-year project plan setting out the production of Local Development Documents.
- The LDF is intended to better engage the community and reflect a broader range of strategies. This new approach is known as ‘Spatial Planning’.
- The LDF is a folder of documents called Local Development Documents (LDDs). Documents with development plan status will be known as Development Plan Documents (DPDs). Other guidance will be known as Supplementary Planning Documents (SPDs).
- All LDDs are required to be subject to Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) to ensure that they contribute to achieving sustainable development.
- The Council’s Policy and Regeneration Service is taking the lead role in the preparation of the Local Development Framework.
- A number of documents have already been adopted by the council under the new LDF system. These are the Statement of Community Involvement and 3 Supplementary Planning Documents supporting the ongoing regeneration work in Horley.
- This LDS sets out the priorities of the Council. These are: To produce a sound Core Strategy for the borough; and the production of an Area Action Plan for Redhill Town Centre.

**THIS DOCUMENT CAN BE MADE AVAILABLE IN LARGE PRINT, IN BRAILLE AND
IN OTHER LANGUAGES ON REQUEST**

**This LDS was approved by GOSE on 5 March 2008
and brought into effect by the Council on 19 March 2008.**

1 Introduction

Introduction

The New Planning System

1.1 The Government's agenda for reform aims to improve and speed up the planning system, in particular to speed up the preparation of development plans, ensure plans are monitored, reviewed and kept up to date, and achieve more effective involvement with the community. It marks a change in the emphasis of development plans from a purely land use focus to a broader 'spatial planning approach' reflecting other local and regional strategies and incorporating assessments of all policies against sustainable development. The LDF will be required to reflect the aspirations identified in the Reigate & Banstead Community Strategy.

1.2 The Government is replacing Planning Policy Guidance (PPG) notes, which set out national planning policies on issues, such as housing, with Planning Policy Statements (PPSs).

1.3 The new development plan will consist of:

- The South East Plan, replacing Regional Planning Guidance (RPG9)
- Until the South East Plan is adopted, policies from the Surrey Structure Plan (2004) are 'saved'.
- Local Development Framework - Development Plan Documents (DPDs) replacing Local Plans.

Local Development Documents (LDDs) must be in general conformity with the South East Plan.

What Does a Local Development Framework Contain?

Development plan documents:

- **Core Strategy** – a key document that sets out the strategic vision for our area and the primary policies and proposals for meeting that vision. There may be a 'key diagram', which will illustrate the broad location of strategic development, key transportation elements, main patterns of movement, and relationships with other strategies and with areas outside the Borough.

- **Site Allocations** – sites proposed for development will be identified in DPDs, which will also set out any policies that refer to the development of those sites, such as the mix of uses proposed or the form of access arrangements. Site allocations may be given in a Site Allocations DPD or an Area Action Plan (AAP) DPD. At present there is no proposal for a Site Allocations DPD for the Borough, however, allocations may be made in the Redhill AAP.
- **Area Action Plans (AAPs)** – may be used to provide a planning framework for areas of particular change and for areas of conservation. They can deal with specific parts of an area and with specific requirements such as the redevelopment of an area of land and buildings, or the enhancement of an area of historic or architectural interest.
- **Proposals Map** – geographically illustrates, on an ordnance survey map, the policies and proposals in the current development plan (i.e. all the development plan documents in the LDF). It will identify the designation of land such as Green Belt, and show sites for particular future land uses and the areas to which specific policies apply. Inset maps can be used as part of the Proposals Map to show all the proposals for part of the authority's area, such as the policies and proposals for AAPs.

Supplementary Planning Documents (SPD) these can be used to provide additional guidance to elaborate a development plan policy e.g. affordable housing policies, detailed design guidance or specific open space standards. They are non-statutory documents that are not subject to independent examination, but the matters covered must be directly related to an existing policy. However, they will be subject to consultation and a Sustainability Appraisal. SPDs are a material consideration in making planning decisions.

The **Statement of Community Involvement (SCI)** indicates how the Council will consult on both planning policy and development control matters. Public involvement is an important part of the new LDF. The SCI will outline the Council's approach to involving the community in the preparation of LDDs and in handling planning applications. The SCI was subject to independent examination to allow the public to influence its scope and content.

What is a Local Development Scheme (LDS)?

It is a three-year project plan for the production of LDDs. This LDS includes:

- A brief description of all the LDDs to be prepared, and the content and geographic area to which they which they will relate;

- Which LDDs will be DPDs;
- Which policies and proposals of the existing Local Plan will be replaced by LDDs and which will be saved;
- Explanation of the relationship between LDDs, especially the core strategy;
- Any joint LDDs to be prepared with one or more local planning authorities;
- The planned timetable for each LDD and the key milestones to be achieved;
- Explanation of progress against the LDS e.g. pre-submission and adoption dates, together with the local planning authority's approach to reviewing the LDS.
- Identification of the resources required, constraints and milestones.

(Based on PPS12, September 2004)

This LDS has been submitted to the Government Office for the South East (GOSE), and the Planning Inspectorate (PINS). It is required to be monitored and a report made annually to the Government Office on the implementation of the LDS and policies in the LDDs.

2 Reigate & Banstead's Local Development Scheme (LDS)

Reigate & Banstead's Local Development Scheme

The Local Context

2.1 The Borough is a vibrant place to live and work, with a population of 126,523 (2001 census). The main towns are Banstead, Redhill, Reigate and Horley, with many parks, heathland and open spaces. The Metropolitan Green Belt around London, covering 68.8% of the Borough, is at its narrowest point. Gatwick Airport is adjacent to the south of the Borough. This context brings pressures for growth. The Borough has and continues to make a significant contribution in new housing, and there is concern about town cramming. Horley has been identified for housing expansion, and Redhill has been identified as a centre of strategic importance in the South East. Locally, we have to address the regional and national priorities.

Progress to date

2.2 The Horley Design Guide and Infrastructure Provision SPDs were adopted in January 2006 to facilitate the implementation of the Horley Master Plan to complement the policies adopted under the old Local Plan system. The Statement of Community Involvement was adopted in September 2006 to set out consultation arrangements for preparing LDDs and determining planning applications. The Horley Town Centre SPD was adopted in November 2006 to guide regeneration and complement the policies adopted under the old Local Plan system.

2.3 The Borough Council has also made progress in starting the production of the Core Strategy and Redhill Town Centre Area Action Plan, and SPDs to facilitate Preston Regeneration, Merstham Regeneration and Infrastructure Provision.

Content of the LDS

2.4 Table 2.2 'Content of Local Development Framework' identifies the documents to be produced with a brief description and sets out key milestones in their production. **Annex 1** sets out the key stages in the process and the timetable for producing documents. A more detailed profile of each DPD is set out in **Annex 2**.

2.5 This LDS gives priority to the continuing production of the Core Strategy DPD, to set out the strategic vision for the Borough, and an Area Action Plan for the regeneration of Redhill Town centre. The Council's Spatial Strategy, adopted as part of the Reigate & Banstead Community Plan, is on page 9.

2.6 The Borough Council has also identified three other areas in need of regeneration namely; Horley Town Centre, Merstham and Preston Estates. SPDs covering development in Horley have already been adopted. The continuing production of SPDs will provide additional guidance to aid the regeneration of Preston and Merstham. These will follow the adoption of the Core Strategy. Additionally, advice on infrastructure contributions is being prepared, and advice on inclusive access will be prepared, as SPDs.

Transitional Arrangements - 'Saved Plans'

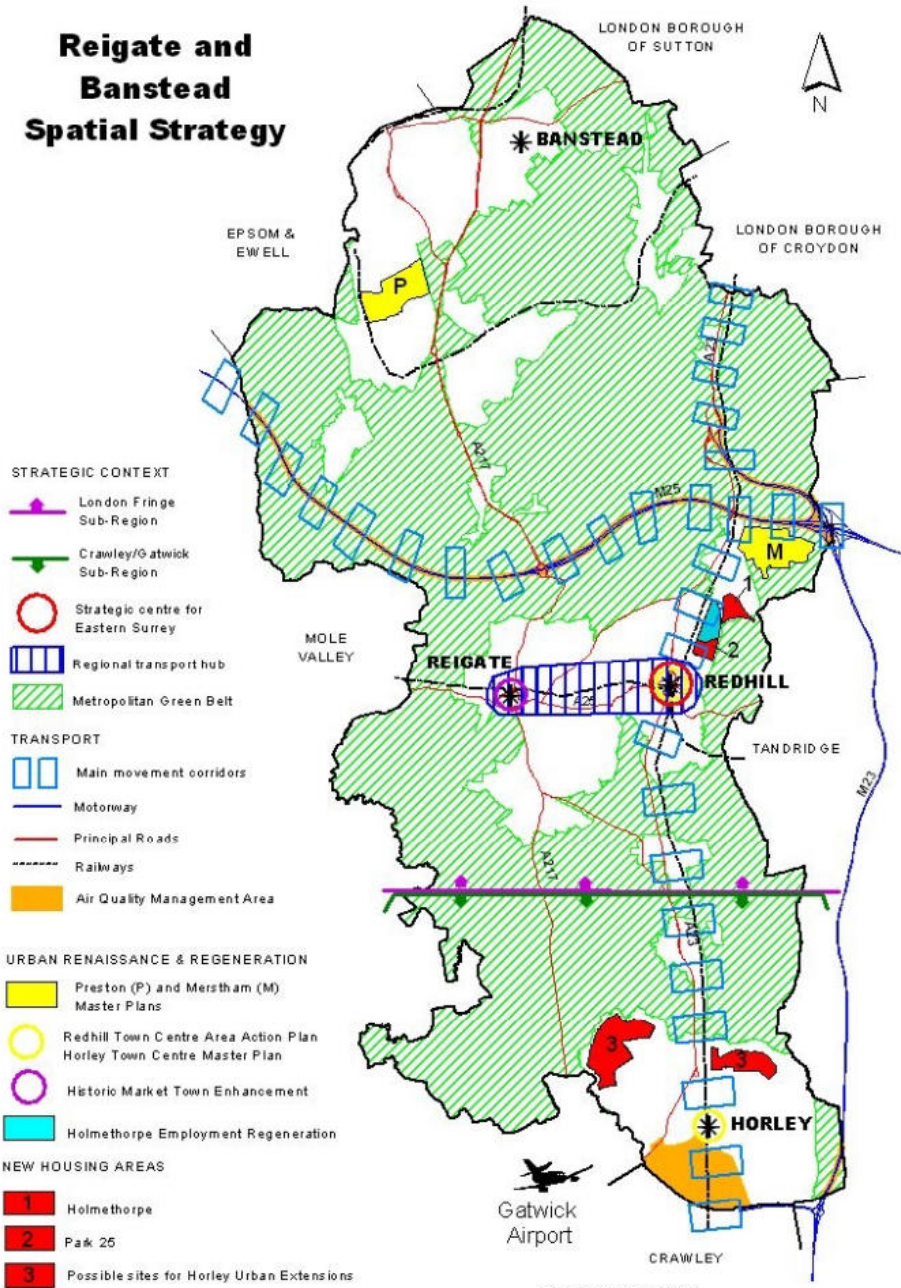
2.7 The 2005 First Alteration was formally adopted and came into operation on 7 April 2005. The combined 1994 Plan and 2005 First Alteration are known as the Borough Local Plan 2005, and form part of the development plan. It will be incrementally replaced by new LDDs.

2.8 Local Plan policies from the old system have been saved. A list of the non saved policies that was published in Autumn 2007, following the Secretary of State's agreement, is set out in **Annex 3**. The annex demonstrates that the policies saved reflect the principles

of Local Development Frameworks; are consistent with current national policy; and that it was not feasible or desirable to have replaced them by September 2007. All our existing supplementary planning guidance is set out in **Annex 4**.

2.9 Policies from the Structure Plan 2004 have been saved for three years or until the Regional Spatial Strategy is adopted and will be part of the development plan. Policies from the Surrey Minerals Local Plan 1993 and the Waste Local Plan 1997 (adopted 1999) have been saved until replaced by Mineral & Waste Development Frameworks. The detailed programme for production of the LDDs on minerals and waste are set out in Surrey County Council's LDS. Further information can be found at www.surreycc.gov.uk.

Reigate and Banstead Spatial Strategy



Copyright Reserved.
Reigate & Banstead Borough Council.
Licence No. 10001904

March 05

Links with Other Documents

Council Documents

2.10 The Community Plan 2003-2018, adopted October 2003, was prepared through the Reigate and Banstead Local Strategic Partnership (LSP). The LSP are currently in the process of reviewing the Community Plan 2007-2020, with a view to adopting a more strategic version in Spring 2008.

2.11 The draft revised Plan sets out the community's vision and aims for the next 13 years. It aims to promote the economic, social and environmental well-being of residents as well as those who work and visit the Borough. The revised plan covers thirteen priorities:

- Green Spaces Are Your Places – encouraging us all to use, enjoy and protect the Borough's countryside, open spaces and parks
- Waste not Want Not - Everyone is recycling and managing waste to reduce the need for landfill sites and improve our Borough
- Getting Around, Options Abound – making it easier and safer for everyone to travel around the Borough
- An Environment for the Future – leading more sustainable lifestyles to future proof our Borough
- Home Time – working to develop homes to suit the changing needs of the borough population
- At the Heart of the Community – ensuring that services and facilities respond to the needs of the local neighbourhood
- Realising our Potential – improving Redhill, Horley, Preston and Merstham to meet the current and future needs of local people
- Safe and Sound – continuing to make the Borough a safe place to live in, work in and visit
- A Zest for Life - everyone has the opportunity to enjoy healthy and active lifestyles
- It's Your Community - everyone working together to create strong and inclusive communities
- Future Proofing our Services – ensuring our services are well planned and responsive enough to stand the test of time
- Stay Informed – helping everyone to make informed decisions about services
- Accessible Services – improve access for service users

2.12 The Community Plan priorities will influence the LDF and it will be developed through an integrated approach towards the future delivery of policies and new development. The Local Strategic Partnership can also be used to engage with a wide range of stakeholders.

We consider that the LDF is a tool to deliver the spatial elements of the Community Plan. Figure 1 'Relationships between LDF and other documents' illustrates the relationships between the LDF and other documents.

2.13 The Council's Corporate Plan was adopted in 2006 and will run until 2009. It contains four priority themes:

- Caring for our local Environment
- Regeneration and New Neighbourhoods
- Self Reliant and Thriving Communities
- Value for Money.

2.14 The Corporate Plan also identifies the resources for those priorities. The detailed programme for delivering the priorities in the Corporate Plan is set out in Strategic Action Plans for each priority theme. The LDF is influenced by, and influences, priorities identified in the Corporate Plan. In particular the regeneration of Horley Town Centre, Redhill Town Centre, Merstham and Preston estates are identified as priorities.

2.15 The Council's Policy framework has been reviewed to improve and streamline policy development. It aims to ensure that there are links between the Community Plan, Corporate Plan, LDF, key Council Strategies and operational policies. The proposed framework, or 'Strategic Library' is shown in Table 2.3 'Reigate & Banstead Strategic Library'.

2.16 The Borough Council's Community Liaison Team has introduced a number of Local Community Action Plans (LCAPs) across the borough, working with local communities to set out their priorities and aspirations, which will be used to influence Council policy in the future. The issues and problems identified will also inform the LDF, and in particular link with any relevant master plan SPDs.

Partner Documents

2.17 Other organisations' documents will influence and be influenced by the LDF. These can be part of the development plan, such as the Regional Spatial Strategy (RPG9) or material planning considerations in making planning decisions, such as the County Council's supplementary planning guidance, see **Annex 4**. Other examples are below:

Environment	- County Council - Local Transport Plan (LTP)
Social	- Surrey & Sussex Strategic Health Authority - Strategic (Franchise) Plan
	- East Surrey Primary Care Trust - Local Delivery Plan
	- Surrey Police & Surrey Police Authority – Policing for Surrey: Staying Ahead

Economic

- South East England Development Agency – Regional Economic Strategy for South East England 2002-12

Table 2.1 Examples of Partner Documents

Production Process

Managing the Evidence Base

2.18 The Government emphasises the need for Local Development Documents to be developed from a robust evidence base. For information on the studies, research initiatives, strategies and monitoring documents that will form the evidence base for the LDF, see the LDF Evidence Base section of our webpage or our regular Planning for the Future newsletters.

Resources

2.19 The Council's Policy and Regeneration Service is taking the lead in the preparation of the Local Development Framework. However, the Team has other responsibilities in addition to the preparation of the Local Development Framework.

2.20 In addition an existing Project Team is established and resourced to deal with the implementation of the new neighbourhoods in Horley including representatives from Parks and Countryside, Housing, Finance, Legal Services and Surrey County Council. There is funding from the Council's Capital Programme for 1 FTE for a period of three years to add capacity to implementing the new neighbourhoods and associated infrastructure in Horley. This post has been filled as a joint appointment (half funded) by SCC.

2.21 The Policy and Regeneration Service has access to resources in the Corporate Development Unit for consultation and community planning. Planning Delivery Grant has been reserved to fund the development of the evidence base.

2.22 In identifying priorities as part of the Corporate Plan process outlined earlier, resources will be secured to implement the regeneration initiatives identified in this LDS. A substantial amount of work has been completed to feed into the Area Action Plan for Redhill Town Centre and SPDs for Horley Town Centre, Merstham and Preston Estates. This work has been supported by New Growth Points funding from central government. Project Managers have been appointed to assist with the drafting and implementation of the master plan proposals.

2.23 An informal joint working group, the East Surrey LDF Group has been established. The group has set up a formal mechanism to peer review Sustainability Appraisals to complement any specialist consultant advice required. The group meets regularly to compare progress and share good practice.

The Sustainability Agenda - Sustainability Appraisal & Strategic Environmental Assessment

2.24 Sustainability issues are a common thread through the LDF process, from the strategic direction set out in the Core Strategy, to more detailed levels in SPDs. LDDs are required to be subject to Sustainability Appraisal (SA), which incorporates the requirements of the EU Directive 2001/42/EC known as Strategic Environmental Assessment (SEA). SA examines the broader environmental, social and economic issues. SEA requires a report on the likely significant environmental impacts and consultation with environmental bodies and the public, and to take the results into account. These will be considerations throughout the policy development stages, to integrate sustainable development into all the plans and policies.

Risk Analysis and Contingency

2.25 There are potential risks, which could delay the production of documents outlined in this LDS. The key risks and our contingencies for them are set out in Page 31.

Annual Monitoring Report (AMR) - Reviewing the LDS

2.26 The LDF is continually reviewed and revised. Overall aims in revising the documents include ensuring consistency with national policy, and general conformity with regional planning policy, following up monitoring of progress with implementation, and responding to unforeseen changes in circumstances or opportunities. The AMR is prepared by us to see if the LDS needs to be revised, updated or that new documents or policies are required. It monitors progress in producing the documents in the LDS and the effectiveness of policies and proposals. It looks at whether targets and milestones have been met, or progress towards meeting them is being made, or, if they are not being met possible reasons why. The AMR is submitted to the Government Office, which has the power to direct us to revise or change the LDS.

Future Priorities

2.27 We anticipate that subsequent revisions to the LDS might include:

- Reigate Master Plan, as an area of conservation; and
- Employment land issues to be addressed, either through a DPD or SPD.

2.28 If resources permit, other SPDs to amplify saved or new policies, or update SPGs, will be considered.

- Sustainable Drainage; and
- Energy Efficiency and Renewable Energy.

2.29 If these, or other, future priorities can be accommodated they will require the revision of the LDS as set out in paragraph 2.26.

Table 2.2 Content of the Local Development Framework

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
<i>Borough Local Plan</i>					
First Alteration of the Borough Local Plan	Introduces new policies in relation to nature conservation and updates other Borough wide policies. Sets out the Council's policies for the provision of the Horley housing allocation (2600 homes).	Borough wide	Surrey Structure Plan 1994	Local Plan	Adopted April 2005
<i>Statement of Community Involvement</i>					
Statement of Community Involvement	Sets out standards, and how they are intended to be achieved, for involving the community in the preparation, alteration and continuing review of	Borough wide	N/a	LDD	Adopted: September 2006 Review: By September 2009

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
	all LDDs and DC decisions.				
Development Plan Documents					
Core Strategy	Statement of core policies, setting out the long-term spatial vision. Includes the Spatial Strategy (adopted in Community Plan) and Key Diagram. May include strategic policies plus significant borough wide policies such as: character, climate change, affordable housing, broad densities, green belt, gypsy and traveller accommodation and infrastructure contribution policies.	Borough wide	Existing RPG, emerging RSS and Surrey Structure Plan 2004. Linked to Corporate Plan / Community Plan themes.	DPD	Preparation Started: April 2005 Issues & Options Consultation undertaken: Nov/Dec 2005 Preferred Options Consultation undertaken: May to July 2006 Preferred Options Consultation (Updated): June/July 2008. Submission to SoS: Dec 2008/Jan 2009 Pre-Examination Meeting: April/May 2009 Examination: June/July 2009 Adoption: January 2010

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
Redhill Town Centre AAP	For regeneration of Redhill town centre & surrounding area.	Redhill TC and surrounding area	Surrey Structure Plan 2004, emerging Core Strategy. Based on Corporate Plan / Community Plan themes.	DPD	<p>Review: 3 Years</p> <p>Preparation Started: September 2004</p> <p>Issues & Options Consultation undertaken: Nov/Dec 2005</p> <p>Preferred Options Consultation undertaken: May to July 2006 (<i>Masterplanning 2008</i>)</p> <p>Issues and Options Consultation: June 2008</p> <p>Preferred Options Consultation: Sept 2008</p> <p>Submission to SoS: March 2009</p> <p>Pre-Examination Meeting: July 2009</p> <p>Examination: October 2009</p>

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
DC Policies DPD	Policy document to provide detailed planning policies for the determination of planning applications	Borough wide	Existing RPG, emerging RSS, Core Strategy	DPD	Adoption: May 2010 Review: 3 Years Preparation Starts: Early 2009 Issues & Options Consultation: (post adoption of Core Strategy (Jan 2010)) Preferred Options Consultation: The two consultations may be combined if the proposals in draft PPS12 are adopted
Proposals Map	To show designations in any DPD, including the County Council's Minerals & Waste LDF. Including Inset Maps for AAPs, and any area of protection	Borough wide	N/a	N/a	Update as each DPD is adopted and with factual updates from Surrey County Council or Government Agencies as appropriate.

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
	covered by other legislation.				
Supplementary Planning Documents					
Infrastructure Provision	To enable the collection of funding for infrastructure requirement	Borough wide	Surrey Structure Plan	SPD	Preparation started: July 2006 Consultation: Dec 2007 / Jan 2008 Adoption: April 2008
Graduated Density and Character and Design Guide	To facilitate a spatial approach to new development in the urban area that reflects the characteristics of the area and encourages development in sustainable locations	Borough wide	Borough Local Plan 2005 / Core Strategy	SPD	Preparation: Started 2007 (Core Strategy evidence base) Consultation: June 2009 Adoption: January 2010 Revision: May be required to align with new Core Strategy policy
Graduated Parking Standards	To introduce graduated parking standard in the borough that reflects the	Borough wide	Borough Local Plan 2005 / Core Strategy	SPD	Preparation Started: 2007 (Core Strategy evidence base) Consultation: June 2009

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
	characteristics and accessibility of the area and encourages development in sustainable locations				Adoption: January 2010 Revision: May be required to align with new Core Strategy policy
Affordable Housing	Guidance about the requirement and provision of affordable housing in the borough	Borough wide	Core Strategy	SPD	Preparation Started: 2007 (Core Strategy evidence base) Consultation: June 2009 Adoption: January 2010 post adoption of new Core Strategy policy
Horley Design Guide	To facilitate new development that reflects the visual qualities & characteristics of the area and to promote sustainable alternatives to the car.	Horley	Borough Local Plan 2005.	SPD	Preparation Started: 1999 Consultation: September 2005 Adopted: January 2006

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
Horley Infrastructure Provision	To enable developers to consider the infrastructure requirements early.	Horley	Borough Local Plan 2005.	SPD	Preparation Started: 1999 Consultation: September 2005 Adopted: January 2006 Revision: (to provide for Town Centre Regeneration and revised education provision) Consultation: May 2008 Adoption: July 2008
Horley Town Centre	For Horley Town Centre regeneration	Horley Town Centre	Borough Local Plan / emerging Core Strategy. Based on Corporate Plan / Community Plan	SPD	Preparation Started: March 2004 Consultation: March 2006 Adopted: Nov 2006 Revision: (to address Town Centre Regeneration issues) Consultation: May 2008 Adoption: July 2008

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
Preston Regeneration	For Preston, Tadworth. (Implementation of Preston Action Plan)	Preston	Borough Local Plan / emerging Core Strategy. Based on Corporate Plan / Community Plan	SPD	Preparation Started: March 2004. Consultation: March 2006. Adoption: January 2010
Merstham Regeneration	Regeneration of Merstham Estate in partnership with RB Housing Trust & SCC.	Portland Drive and Merstham Estate	Borough Local Plan / emerging Core Strategy. Based on Corporate Plan / Community Plan	SPD	Preparation Started: Feb 2004. Consultation: July 2004 & June 2006. Adoption: January 2010
Inclusive Access	To provide advice on inclusive access.	Borough wide	Borough Local Plan / emerging Core Strategy, Redhill Town Centre AAP and Horley Town Centre SPD.	SPD	Preparation started: 2004 Consultation: June 2009 Adoption: January 2010
Monitoring					
Annual Monitoring Report (AMR)	Assess implementation of LDDs and the extent to which	Borough wide	N/a	N/a	Preparation starts: each March Submitted by 31 December since 2005

DOCUMENT TITLE	DESCRIPTION	AREA COVERED	CHAIN OF CONFORMITY	STATUS	TIMESCALE
	policies in LDDs are being achieved.				
<i>Sustainability Appraisal</i>					
Sustainability Appraisal and Strategic Environmental Assessment of the LDF - Scoping Report	Assessment to ensure that sustainable development is undertaken in an integrated way, taking consideration of social, economic and environmental factors.	Borough wide	N/a	N/a	Revised version: Adopted October 2005 Review: 3 Years, scheduled for October 2008

Table 2.2 Content of Local Development Framework

Table 2.3 Reigate & Banstead Strategic Library

Strategic Library			
Level One			
Local Plan / Local Development Framework			
Community Plan			
Corporate Plan			
Level Two - Strategic Action Plans			
CARING FOR OUR LOCAL ENVIRONMENT	REGENERATION & NEW NEIGHBOURHOODS	CREATING THRIVING COMMUNITIES	ORGANISATIONAL EFFECTIVENESS
Inc. Integrated Waste Management Strategy	Inc. Housing Strategy	Inc. Community Safety Strategy	Inc. Human Resources Strategy. Financial Strategy.
Level 3	Level 3	Level 3	Level 3
Community Transport Policy	Homelessness Review & Strategy	Licensing Policy	Consultation Strategy
Noise Strategy	Housing Register & Allocations Policy	Various Licensing Policy	Race Equality Scheme
Local Air Quality Strategy	Local Lettings Policy	Planning Enforcement Policy	HR Statement of Purpose
Local Drainage Policy Statement	Supported Housing Sub Strategy	Youth Policy	ICT Strategy
Heritage Strategy	Key Worker Action Plan	Older Persons Policy	Equal Opportunities Policies
Countryside Strategy	Private Sector Housing Action Plan	Benefit Strategy	Covert Surveillance Policy
Contaminated Land Inspection Strategy	Financial Assistance for Private Sector Housing Policy	Customer Services Policy (Benefits)	Recruitment & Selection Guidance

Strategic Library			
Parks & Open Spaces Policy	Enforcement Policy	Sampling Policy	Training & Development Strategy
Home Energy Conservation Report	Drainage Policy	Counter Fraud & Prosecution Policy	Employee Health & Safety Management Policy
		Policy for the Administration of Discretionary Housing Payments	Accommodation Strategy
		Operational & Internal Security Policy	Treasury Management Policy & Strategy
		Policy for the Administration & Recovery of Overpayments	Procurement Strategy
			Capital Investment Strategy
			Anti-Fraud and Corruption Statement
			Insurance Strategy
			Civil Emergency Plan
			Business Continuity Plan
			Regulation of Investigatory Powers Policy
			Policy on Voluntary Sector Support

Strategic Library			
			Consultation Framework
			Communication Strategy
			Risk Management Strategy
			Asset Management Plan

Table 2.3 Reigate & Banstead Strategic Library

Diagram 2.1 Relationships Between LDF and Other Documents

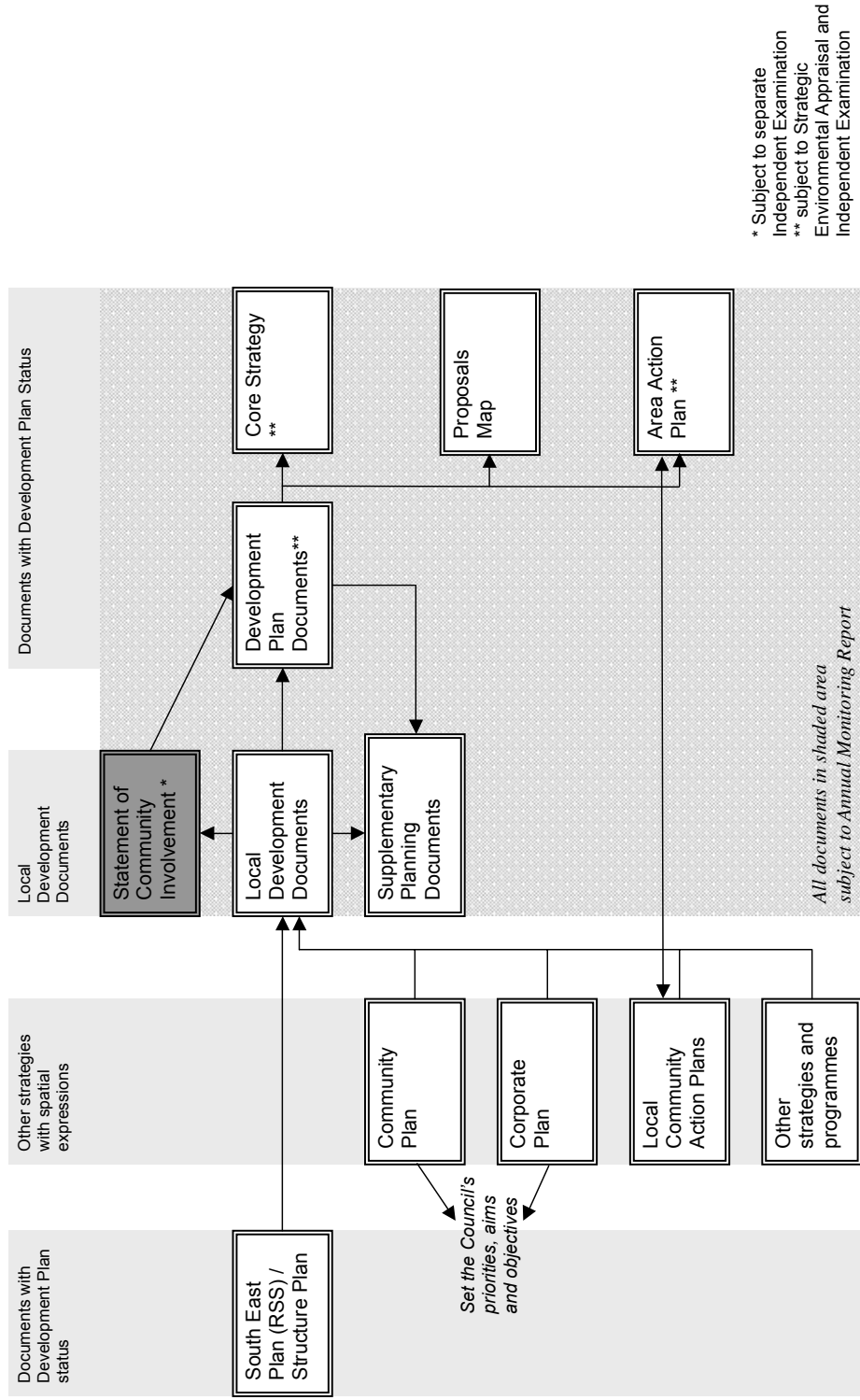


Figure 1 Relationships between LDF and other documents

Appendix 1 Guide to Abbreviations & Glossary of terms

Abbreviation	Title	Explanation
AAP	Area Action Plan	Planning framework which focuses on a specific area, often dealing with change or conservation.
AMR	Annual Monitoring Report	The Council's annual monitor of the effectiveness of policies and proposals in each LDD.
-	Corporate Plan	Sets out the Borough Council's priorities and how they are going to be achieved. Available to view at www.reigate-banstead.gov.uk
-	Community Plan	Produced by the LSP, sets out the community's aims and an action plan. Available to view at www.reigate-banstead.gov.uk
DPD	Development Plan Document	LDDs which have development plan status in the determination of planning applications. They are subject to independent examination.
GOSE	Government Office for the South East	Represents central government in the South East. Further information at www.go-se.gov.uk/index.html
LCAP	Local Community Action Plan	Part of the Council's Community Liaison work, set out local communities aspirations to guide future policy.
LDD	Local Development Document	Comprise DPDs, SPDs, the SCI and LDS.
LDF	Local Development Framework	Does not exist as a single document, but an over arching term, referring to the folder of LDDs.
LDS	Local Development Scheme	A three year project plan setting out the programme for production of LDDs.

Abbreviation	Title	Explanation
LSP	Local Strategic Partnership	A body that links the public, business, community and voluntary sectors at the local level. Reigate & Banstead's LSP includes the Borough and County Councils, RB Housing Trust, Surrey Police, Primary Care Trust, Parish and Town Councils, and Federation of Small Businesses.
NGP	New Growth Points	The New Growth Points initiative is designed to provide support to local communities who wish to pursue large scale and sustainable growth, including new housing, through a partnership with Government.
PINS	-	The Planning Inspectorate, part of the Office of the Deputy Prime Minister, who deal with planning appeals and examinations into local development plans. Further information at www.planning-inspectorate.gov.uk/pins
PPS	Planning Policy Statement	Produced by Central Government, subject specific guidance and policies on planning in England. Available to view at www.communities.gov.uk
RSS	Regional Spatial Strategy	The new strategic planning document, setting a 20-year vision for the region, which will be produced by SEERA. Further information at www.southeast-ra.gov.uk
SA	Sustainability Appraisal	Appraisal considering impacts of policies and proposals on economic, social and environmental issues.
SCC	Surrey County Council	Provides a wide range of services, including responsibilities for minerals and waste planning. Further information at www.surreycc.gov.uk

Abbreviation	Title	Explanation
SCI	Statement of Community Involvement	Sets out who, how and when the Council involve people in the preparation of the LDF and consideration of planning applications.
SEA	Strategic Environmental Appraisal	Appraisal considering impacts of policies and proposals on the environment.
SEERA	South East England Regional Assembly	Responsible for proposing strategic planning and related policies to Government. Further information at www.southeast-ra.gov.uk
SoS	Secretary of State	-
SPD	Supplementary Planning Document	Used to elaborate policy e.g. affordable housing.

Appendix 2 Risk Analysis and Contingency

Item	Potential Risk	Contingency
All elements of the LDF:	High - The South East Plan is delayed and / or has significant implications for the Borough.	A review of the LDS would be required to see if the implications of the SE Plan require immediate changes to LDF documents, e.g. the requirement for a Housing DPD.
	Medium - The Government amends Planning Policy Statements or the Use Classes Order or Permitted Development rights.	A review of the LDS would be required to see if the implications of such changes require immediate changes to LDF documents that have or are being prepared.
	High - Staff turnover. Recruitment problems.	Flexible use of staff from other teams. Agreed level of involvement from other departments.

Item	Potential Risk	Contingency
	Strong dependencies on Consultants.	Project management to ensure timeliness & quality of output from consultants.
	Medium - PDG & three years of Capital Programme funding secured to add capacity.	Monitor spending.
	Medium - Legal challenge to preparation of element of LDF.	Continued dialogue with stakeholders throughout preparation. Regular liaison with GOSE as required.
	High - Slippage in meeting LDS timetable. Potential impact on linked DPDs and SPDs.	Effective project management and regular monitoring.
	Medium - DPDs are found unsound.	Regular assessment against tests of soundness.
	Medium - Insufficient capacity of PINS and other outside agencies.	Notification of LDS timetable in advance and ongoing dialogue.
Core Strategy	High - Delay to the South East Plan / proposed higher housing provision.	Ensure flexibility in the spatial strategy. Review LDS timetable if appropriate.
	Medium - Key stakeholders and agencies do not engage in plan preparation and delivery.	Target consultation to key service providers.
Redhill Town Centre AAP	Low - The external consultants deliver a late or inadequate master plan.	Careful Project Management with a review at each milestone (Gate Review).
	Medium - The economics of the Town Centre are affected by proposals elsewhere, such as the	The Council will monitor options that could impact on the Town Centre. As no contingency is available the

Item	Potential Risk	Contingency
	expansion of Crawley Town Centre.	Plan may have to be reassessed.
Development Control Policies DPD	Low - More detailed representations from developers and local amenity groups.	Build targeted consultation into plan preparation and allow additional time for analysis of representations.
	Low - Requires a shift in culture - DC decisions will need to be informed by the suite of documents.	Testing emerging policies on live planning applications and provision of guidance and training.
Infrastructure Provision SPD	Medium - Reforms made nationally to the planning obligations could affect the local approach to ensuring developers contribute to necessary infrastructure provisions.	The SPD will be reassessed in light of any changes to national approach.
	Medium - Potential challenges related to cumulative impact of contributions on viability.	Regular review of viability assumptions given market context.
Graduated Density and Character and Design Guide SPD	Low - Requires a sensitive approach towards the existing character. More detailed representations from developers, local amenity groups and local stakeholders.	Testing emerging guidance on live planning applications. Extensive involvement of stakeholders in preparation.
Graduated Parking Standards SPD	Medium - Dependence upon county council input. Approach is not aligned with other borough and county council parking responsibilities.	Effective partnership working to align priorities.

Item	Potential Risk	Contingency
Affordable Housing SPD	Medium - Potential challenges related to cumulative impact of contributions on viability.	Regular review of viability assumptions given market context.
Horley Infrastructure Provision SPD	Medium - Need to update to broaden scope, but potential challenges related to cumulative impact of contributions on viability.	Review of SPD incorporating review of viability assumptions given market context.
Horley Town Centre SPD	Medium - Need to update proposals to realise vision for key sites and ensure deliverability.	Review of SPD incorporating testing site proposals.
Preston SPD	Low - The proposals that stem from the master planning exercise require an Area Action Plan.	The SPD will be reassessed to see if it should be an Area Action Plan.
Merstham SPD	Medium - R B Housing Trust as the lead agency changes its priorities and decides not to continue.	Joint Project Board and Team established. The SPD will be reassessed to see if it should be deleted from the LDS.
Inclusive Access SPD	Low - Resources are not available to deliver the SPD.	The SPD will be reassessed at annual review of LDS.