



Local
Development
Framework

JULY 2004

RUNNYMEDE BOROUGH COUNCIL

DRAFT LOCAL DEVELOPMENT SCHEME

Introduction

The Local Development Scheme (LDS) for Runnymede sets out the current framework for planning policies in the Borough and the programme for its replacement with Local Development Documents (LDDs) over the next three years.

The Council is responsible for the production of a Local Development Framework (LDF). This will be a portfolio of local development documents that will progressively replace the Adopted Runnymede Borough Local Plan and set out the spatial strategy for Runnymede.

This LDS includes a list of the LDDs that the Council intends to produce. These include development plan documents (DPDs) and supplementary planning documents (SPDs).

This LDF has been prepared under the provisions of the Planning and Compulsory Purchase Act 2004 in consultation with the Government Office for the South East.

The LDF will provide a strong and reasoned basis for the consideration and negotiation of development proposals and developer contributions within the Borough. It will also:

- Implement, at the local level, the objectives and development requirements of the Regional Spatial Strategy (South East Plan).
- Bring together and co-ordinate the spatial activities of a number of Council functions and those of other agencies.
- Establish an audit trail to justify policies and proposals and to support any future bids for public funding as part of a coherent strategy.
- Establish a sound evidence base to support policies and proposals, to enable effective monitoring of outcomes and to provide a basis for Runnymede's input to the development of the Regional Spatial Strategy.
- Promote investment in, and regeneration of, under-used land.

Saved Plans

The Surrey Structure Plan 2004 will be saved for three years or until it is superseded by the Regional Spatial Strategy for the South East.

The Runnymede Borough Local Plan (Second Alteration) 2001 can be saved for three years from the commencement of the Act. Where policies are up to date and comply with the relevant government and regional guidance and the Core Strategy, they may be saved beyond that.

Parts of the Local Plan will be replaced by the Core Strategy when it is adopted in October 2005 and further parts will be replaced by the Housing DPD and Principal Development Control Policies when they are adopted in September 2006. The Development Plan Documents along with the Regional Spatial Strategy (RSS) and Minerals and Waste Local Plans will comprise the statutory development plan for the Borough.

Schedule of Local Development Documents

PHASE 1

Document Title	Status	Brief Description	Chain of Conformity	Early Stakeholder Engagement	Consultation on Issues / Options	Consultation on Preferred Options / Proposals	Submission to Sec of State	Examination	Est. Date for Adoption
Statement of Community Involvement	Required Document	Statement of how the community will be involved in the LDF process	To conform with regulations and RBC Consultation Strategy	Feb-May 2004	Sep-Oct 2004	May-Jun 2005	Nov 2005	Feb 2006	May 2006
Core Strategy	Development Plan Document	Provides vision and spatial strategy for development	RSS, Structure Plan (Until replaced)	Feb-May 2004	Sep-Oct 2004	May-Jun 2005	Nov 2005	May-Jul 2006	Nov 2006
Primary Development Control Policies	Development Plan Document	Generic policies for the control of development.	Relevant PPSS, Structure Plan & RPG (until replaced by RSS)		Sep-Oct 2004	May-Jun 2005	Nov 2005	May-Jul 2006	Nov 2006

Document Title	Status	Brief Description	Chain of Conformity	Early Stakeholder Engagement	Consultation on Issues / Options	Consultation on Preferred Options / Proposals	Submission to Sec of State	Examination	Est. Date for Adoption
Housing	Development Plan Document	Housing site allocations, phasing, affordable housing, design/density and special residential areas.	PPS3, PPS1 core strategy and RSS. Regional Housing Strategy. Surrey Structure Plan 2004 Runnymede Community Strategy. Etc. - see full entry.		Sep-Oct 2004	May-Jun 2005	Nov 2005	May-Jul 2006	Nov 2006
Planning Obligations	Supplementary Planning Document	Requirements / mechanisms for securing infrastructure and other provision	Core Strategy and National Policy	May-Jun 2005	N/A	Nov-Dec 2005	N/A	N/A	Nov 2006
Highways Issues	Supplementary Planning Document	Requirements for car parking and associated matters	Core Strategy and current national guidance.	May-Jun 2005	N/A	Nov-Dec 2005	N/A	N/A	Nov 2006

PHASE 2 (Adoption extends beyond the LDS three year programme)

Document Title	Status	Brief Description	Chain of Conformity	Early Stakeholder Engagement	Consultation on Issues / Options	Consultation on Preferred Options / Proposals	Submission to Sec of State	Est. Date for Adoption
Addlestone Town Centre Strategy	Area Action Plan	Statement of how the community will be involved in the LDF process	PPS6, RSS Take account of Community Strategy	Sep-Oct 2006	Jan-Feb 2007	Sep-Oct 2007	Mar 2008	Oct 2008
Chertsey Town Centre Strategy	Area Action Plan	Strategy for maintaining the vitality and viability of small centres.	PPS6, RSS, Core Strategy Take account of Community Strategy	Sep-Oct 2006	Jan-Feb 2007	Sep-Oct 2007	Mar 2008	Oct 2008
Egham Town Centre Strategy	Area Action Plan	Strategy for maintaining the vitality and viability of the town centre.	PPS6, RSS, Core Strategy Take account of Community Strategy	Sep-Oct 2006	Jan-Feb 2007	Sep-Oct 2007	Mar 2008	Oct 2008
Small Centres Strategy	Area Action Plan	Strategy for maintaining the vitality and viability of the small centres.	PPS6, RSS, Core Strategy Take account of Community Strategy	Sep-Oct 2006	Jan-Feb 2007	Sep-Oct 2007	Mar 2008	Oct 2008
Leisure and Open Space	Supplementary Development Document	Guidance on the protection and provision of leisure facilities and open space	Core strategy and take account of Community Strategy and Cultural Strategy	Sep-Oct 2006	N/A	Jan-Feb 2007	N/A	Apr 2007

Document Title	Status	Brief Description	Chain of Conformity	Early Stakeholder Engagement	Consultation on Issues / Options	Consultation on Preferred Options / Proposals	Submission to Sec of State	Est. Date for Adoption
Designing for Access	Supplementary Development Document	Guidance on designing accessible buildings and public areas	PPS1, Core Strategy and take account of Community Strategy	Sep-Oct 2006	N/A	Jan-Feb 2007	N/A	Apr 2007

Core Strategy

General	
Subject Matter	Strategic document setting out the vision and spatial strategy for providing Runnymede's development needs to 2016. This is based on an agreed vision for the Borough and will include a key a general strategy for its achievement.
Geographical Area	Borough – wide
Status	Development Plan Document
Conformity	RPG9 (RSS), Having regard to Surrey Structure Plan and The Community Strategy for Runnymede
Timetable	
Early Stakeholder & Community Engagement	Feb – May 2004
Consultation on Issues & Options	Sep – Oct 2004
Consultation on Proposals	May - Jun 2005
Submit to Sec of State	Nov 2005
Examination	May – Jul 2006
Est. date for Adoption	Nov 2006
Production	
Organisational Lead	Head of Planning Services
Political Management	Planning Committee to approve issues, options and proposals and review evidence and results of consultation. Planning Committee to make recommendations to Full Council at preferred options and submissions stages.
Internal Resources	Asst P&I Manager, Policy Team, GIS support, Cross-departmental LDF Sustainability Group
External Resources	None identified
Stakeholder Resources	Community Strategy Task Groups and LSP to provide key link to community. Development Industry Expertise (HBF etc) Runnymede Business Partnership
Data / Studies Required	Review of Community Strategy Targets / Aims, Leader's Position Statement and assessment of land use implications.
Action	APIM / Community Strategy Task Groups

Statement of Community Involvement

General	
Subject Matter	Statement setting out how the Council will engage with the local community in the preparation of the development framework and in the determination of significant planning applications.
Geographical Area	Borough – wide and involving organisations beyond the Borough
Status	Required Document
Conformity	To at least meet the minimum requirements of the regulations and have regard to the Council's Communications Strategy
Timetable	
Early Stakeholder & Community Engagement	Feb – May 2004
Consultation on Issues & Options	Sep – Oct 2004
Consultation on Proposals	May - Jun 2005
Submit to Sec of State	Nov 2005
Examination	Feb 2006
Est. date for Adoption	May 2006
Production	
Organisational Lead	Head of Planning Services
Political Management	Planning Committee to approve issues, options and proposals and review evidence and results of consultation. Planning Committee to make recommendations to Full Council at preferred options and submissions stages.
Internal Resources	Asst P&I Manager, Policy Team, GIS support, Cross-departmental LDF Sustainability Group
External Resources	None identified
Stakeholder Resources	Community Strategy Task Groups and LSP and Planning Liaison Group to provide key link to community.
Data / Studies Required	Review of Regulations / Communications Strategy Consideration of potential of existing stakeholder links. Establishment of Consultee database.
Action	PPO / PO / Community Strategy Task Groups

Primary Development Control Policies

General	
Subject Matter	Set of generic policies for the control of development within the Borough. These will guide development for which there is no site-specific or locational guidance elsewhere in the Local Development Framework.
Geographical Area	Borough-wide
Status	Development Plan Document
Conformity	To accord with PPS12, PPS1 (and other relevant PPSs) and the emerging core strategy and RSS. To take account of the Surrey Structure Plan 2004 and the Community Strategy for Runnymede.
Timetable	
Consultation on Issues & Options	Sep – Oct 2004
Consultation on Proposals	May - Jun 2005
Submit to Sec of State	Nov 2005
Examination	May – Jul 2006
Est. date for Adoption	Nov 2006
Production	
Organisational Lead	Head of Planning Services
Political Management	Planning Committee to approve issues, options and proposals and review evidence and results of consultation. Planning Committee to make recommendations to Full Council at preferred options and submissions stages.
Internal Resources	Asst P&I Manager, Policy Team, Development Control Section, GIS support, Cross-departmental LDF Sustainability Group
External Resources	None identified
Stakeholder Resources	Community Strategy Task Groups and LSP to provide key link to community. Involvement of developers / builders and residents / amenity / special interest groups.
Data / Studies Required	
Action	APIM / Development Control Section

Housing

General	
Subject Matter	Housing site allocations, phasing of housing development, affordable housing provision, housing need, design and density of housing and areas of special residential character.
Geographical Area	Urban Area
Status	Development Plan Document
Conformity	To accord with PPS3, PPS1 and the emerging core strategy, RSS and the Regional Housing Strategy. To take account of the Surrey Structure Plan 2004 and the Runnymede Community Strategy. The Runnymede Housing Strategy, Runnymede Homelessness Strategy, Private Sector Renewal Strategy.
Timetable	
Early Stakeholder & Community Engagement	Feb – May 2004
Consultation on Issues & Options	Sep – Oct 2004
Consultation on Proposals	May - Jun 2005
Submit to Sec of State	Nov 2005
Examination	May – Jul 2006
Est. date for Adoption	Nov 2006
Production	
Organisational Lead	Head of Planning Services
Political Management	Planning Committee to approve issues, issues, options and proposals and review evidence and results of consultation. Housing Committee to approve proposals for affordable housing Planning Committee to make recommendations to Full Council at preferred options and submissions stages.
Internal Resources	Policy & Projects Officer, Policy Team, Housing and Community Services Department, Development Control Section, GIS support, Cross-departmental LDF Sustainability Group
External Resources	None identified
Stakeholder Resources	Community Strategy Task Groups and LSP. Housebuilders and residents / amenity groups. Registered Social Landlords.
Data / Studies Required	Housing completions / trajectories, urban capacity study, urban area residential character analysis, Housing Needs Study, Housing Market Analysis
Action	PPO / Policy Section

Proposals Map

General	
Subject Matter	Map showing extent of policy areas.
Geographical Area	Borough-wide and including inset maps for parts of Borough
Status	Development Plan Document
Conformity	To accord with adopted DPDs.
Timetable	
Core Strategy, Primary DC Policies Housing DPD	Nov 2006
Production	
Organisational Lead	Policy & Implementation Manager
Political Management	Adoption delegated to Director of Technical Services to reflect current adopted development plan policies and proposals.
Internal Resources	Asst P&I Manager, GIS, IT support to web-enable
External Resources	None identified
Stakeholder Resources	
Data / Studies Required	
Action	APIM / GIS

Planning Obligations

General	
Subject Matter	Guidance on the Council's requirements and mechanisms for securing infrastructure and other necessary and related social and cultural provision through developments in the Borough.
Geographical Area	Borough-wide.
Status	Supplementary Planning Document
Conformity	To accord with adopted DPD policy and current national guidance.
Timetable	
Early Stakeholder & Community Engagement	May – Jun 2005
Consultation on Preferred Options/Proposals	Nov – Dec 2005
Estimated Date for Adoption	Nov 2006
Production	
Organisational Lead	Head of Planning Services
Political Management	Planning Committee to approve issues, options and proposals and review evidence and results of consultation. Proposals to be considered by Housing and Planning and Economic Development Committees. Planning Committee to make recommendations to Full Council at adoption stage.
Internal Resources	Projects Officer / Development Control / Legal Section / Property Management Group
External Resources	None identified
Stakeholder Resources	LSP to provide key link to Community. Advice on Highways / LTP / Education / Libraries required from SCC. Input required from development industry, health service providers and further and higher education providers.
Data / Studies Required	
Action	PO

Highways Issues

General	
Subject Matter	Guidance on the Council's requirements for the provision of development related car parking and associated matters including transport plans and facilities for delivery vehicles.
Geographical Area	Borough-wide.
Status	Supplementary Planning Document
Conformity	To accord with adopted DPD policy and current national guidance.
Timetable	
Early Stakeholder & Community Engagement	May – Jun 2005
Consultation on Preferred Options/Proposals	Nov – Dec 2005
Estimated Date for Adoption	Nov 2006
Production	
Organisational Lead	Head of Planning Services
Political Management	Planning Committee to approve issues, options and proposals and review evidence and results of consultation. Planning Committee to make recommendations to Full Council at adoption stage.
Internal Resources	Projects Officer / Development Control
External Resources	None identified
Stakeholder Resources	LSP to provide key link to Community. Advice on Highways / LTP required from SCC. Input required from development industry.
Data / Studies Required	
Action	

Programme Management

Programme management will be the responsibility of the Assistant Policy & Implementation Manager.

The three-year programme for the production of the LDF is set out on the following chart. It is proposed to have two Examinations over the three-year period and the Planning Inspectorate (PINS) has been informed of this.

An LDF Project Team has been established to help identify any issues arising in the LDF project. It comprises the policy officers involved in preparing the LDF and colleagues from the Development Control Section. It meets on a fortnightly basis to review progress and resolve issues.

A core officers group has been established with a remit to consider the corporate environmental implications of the developing LDF. It also provides a forum for discussion of other corporate issues such as the use of existing community links and relationships with other strategies. Membership includes members of the LDF Project Team from the Technical Services Department and the following staff from other Departments:

<i>Officer</i>	<i>Department</i>
Policy Officer	Chief Executive
Head of Housing Needs and Strategy	Housing & Community Services
Head of Law	Administration and Leisure
Projects and Support Manager	Administration and Leisure
Principal Accountant	Finance

The Annual Monitoring Report (AMR) will provide a publicly available progress report on the LDS and will identify any elements that are not being implemented on schedule and any reasons for this. It will also provide an opportunity to identify any necessary changes to the LDS.

Programme Management

Document Title	Stage	J 05	M	T	W	Th	F	M	A	M	J	J	A	S	O	N	D	J 07
Act Commences																		
Local Development Scheme	Preparation / Review																	
	Submission to Sec of State																	
Statement of Community Involvement	Early Stakeholder/Community Involvement																	
	Consultation on Issues & Options																	
	Consultation on Preferred Options / Proposals																	
	Submission to Sec of State																	
	EXAMINATION																	
	Est. Date for Adoption																	
Core Strategy	Early Stakeholder/Community Involvement																	
	Consultation on Issues & Options																	
	Consultation on Preferred Options / Proposals																	
	Submission to Sec of State																	
	EXAMINATION																	
	Est. Date for Adoption																	

Document Title	Stage	J 05	F	M	A	M	A	M	J	J	A	S	O	N	D	J 07
Generic DC Policies	Early Stakeholder/Community Involvement															
	Consultation on Issues & Options															
	Consultation on Preferred Options/Proposals															
	Submission to Sec of State															
	EXAMINATION															
Housing DPD	Est. Date for Adoption															
	Early Stakeholder/Community Involvement															
	Consultation on Issues & Options															
	Consultation on Preferred Options/Proposals															
	Submission to Sec of State															
Planning Obligations SPD	EXAMINATION															
	Est. Date for Adoption															
	Early Stakeholder/Community Involvement															
	Consultation on Preferred Options															
	Est. Date for Adoption															

Document Title	Stage	J 05	F	M	A	M	J	J	A	S	O	N	D	J 07
Highways Issues SPD	Early Stakeholder/Community Involvement													
	Consultation on Preferred Options													
	Est. Date for Adoption													
Proposals Map (+ Insets)	To be updated as each DPD is adopted													

Supporting Statement

Planning Policy Context for the LDF

The following paragraphs briefly describe the national, regional and county level planning policies that apply to Runnymede. The LDDs that make up the Runnymede Local Development Framework will need to comply with these policies and set out how they are to be applied at the local level to reflect local needs and priorities.

National Policy

The government sets out its national planning policies in a series of documents covering different topics such as Housing and Green Belt. These used to be called Planning Policy Guidance Notes (PPGs) but these are being replaced by Planning Policy Statements (PPSs). The national policies should not be repeated in the LDF. The LDF will describe how these policies will apply at the local level in accordance with local priorities.

Regional Policy

The current regional guidance is set in Regional Planning Guidance 9, South East and covers the period up to 2016. This is due to be replaced by a Regional Spatial Strategy (RSS) which will be called 'The South East Plan' and is presently being prepared by the South East England Regional Assembly. The RSS will have an increasingly important role as it will replace the Structure Plan as well as the current regional guidance. In particular it will provide the means of setting the amount of housing to be provided in all the boroughs and districts in the region. Additional regional plans and strategies that will be relevant include:

- Regional Housing Strategy
- Regional Waste Strategy
- Regional Minerals Strategy
- Regional Transport Strategy
- Regional Tourism Strategy

County Policy

The Surrey Structure Plan was approved in 2004 and covers the period to 2016. However, under the government's new planning system it will be replaced by the new Regional Spatial Strategy (the South East Plan) well before 2016.

The County Council are also responsible for a number of other strategies and plans which will be considered as part of the LDF development process. These are:

- Surrey Minerals Local Plan
- Surrey Waste Local Plan
- Surrey Local Transport Plan
- Surrey Countryside Strategy
- Surrey Heritage Strategy
- Surrey Design

Community Strategy & Other Strategies

Listed below are the local strategies and plans that will inform and guide the development of the LDF.

Community Strategy

The Community Strategy for Runnymede was launched in December 2002 and is reviewed annually. This is a key strategy for the Borough and the LDF will provide its spatial expression and a key means of its implementation.

Economic Strategy

The Runnymede Economic Strategy was adopted in June 2003 and is reviewed annually. It provides a statement of the Council's objectives and key targets for supporting the local economy. It is prepared in consultation with the local business community.

Communications and Consultation Strategies

These are statements of the Council's intentions to communicate internally and externally with stakeholders and to involve them in the determination of the Council's policies and priorities. They will inform the preparation of the Statement of Community Involvement.

Housing Strategy

This sets out the Council's plans for providing good quality housing within the Borough. It prioritises the provision of affordable homes and supporting people to live independently. It sets a target for bringing the Council's housing stock up to the Decent Home Standard and improving unfit private properties and bringing them into use.

Other Strategies

In preparing the LDF account will be taken of the following strategies where they are relevant to particular LDDs.

Runnymede Cultural Strategy 'Runnymede Life'

Crime and Disorder Reduction Strategy

Joint Working

At present there are no proposals to establish a joint planning committee with neighbouring authorities due to the need to focus resources on our own LDF programme. It is intended to pursue the establishment of a joint planning committee in future, subject to the willingness of other planning authorities to take part.

Given the need to provide the spatial expression of the Runnymede Community Strategy it is not presently proposed to jointly produce any LDDs. The potential for the joint production of LDDs with other local authorities will be kept under review through participation in the Surrey Planning Working Group (all Surrey Districts and Surrey County Council) and a North Surrey LDF best practice group (with Elmbridge, Epsom and Ewell and Spelthorne)

Structure of the LDF

The key document of the LDF will be the Core Strategy. This will set out the vision for Runnymede along with the objectives and spatial strategy to achieve that vision. All LDDs will comply with the Core Strategy and help to achieve its objectives. The Core Strategy will identify key areas in the Borough within which certain policies will apply (Green Belt, Area Liable to Flood, Urban Area, Town Centres, Shopping Cores etc.)

For ease of use the main policies used for controlling development will be in a separate DPD (these are the policies used when considering planning applications and provide a useful guide for people thinking of carrying out a development as to whether it is likely to be acceptable). These will apply across the Borough. The development control policies will replace a large number of existing policies in the current adopted local plan. A schedule showing which local plan policies will be replaced and by which DPD is attached at the end of the LDS.

The three year programme includes the preparation of a DPD on housing. This will identify any specific sites for housing and provide guidance for the residential development of unidentified sites including requirements for affordable housing. It will also identify areas of special residential character where particular design and density policies may apply. It will replace all the policies in the Housing chapter of the Adopted Local Plan apart from HO9 which will be replaced by the Development Control DPD. It will also replace Recreation policies R2 and R3.

The Evidence Base

The main source for the evidence base will be a computerised data store using standardised meta tags (labels for data streams describing their content, source, date and other key information). Spatial data will link to the Council's GIS system.

Key data will be made available in the following general topic areas:

- ◆ principal physical, economic, social and environmental characteristics of the area
- ◆ principal purposes for which land is used
- ◆ size, distribution and composition of population
- ◆ communications, transport system and traffic
- ◆ any other considerations affecting these matters

The evidence base will be developed, managed and maintained by the Council's Environmental Policy Officer.

The following studies and monitoring regimes will provide information for the development of LDDs

- Urban Capacity Study – Initial study completed for Structure Plan, will be updated to December 2004 base for Housing DPD.

- Housing completions, permissions and land supply monitoring.
- Commercial completions and vacancy monitoring
- Town Centre Retail / Land Use Survey
- Urban Area Character Appraisal
- Housing Needs Survey

Monitoring and Review

The LDS will be subject to annual review including the production of an Annual Monitoring Report (AMR) in accordance with the Regulations. This will review the production of LDDs against the timetable set out in the LDS and the performance of existing LDDs. It will also assess the need for new or updated LDDs in light of new national or regional guidance and any changes in local priorities.

The Review will cover the period from 1 April to 31 March and will be conducted during May and June each year, commencing in 2005. The Annual Monitoring Report will be published in September of each year following consideration by the Council's Planning Committee.

The AMR will include a trajectory showing the projected future housing supply against the strategic housing requirements set by the Structure Plan and subsequently by the Regional Spatial Strategy.

Resources

In-House Resources

The following in-house resources will be available for the preparation of local development documents for the period to March 2006. Certain posts are subject to securing Planning Delivery Grant monies if they are to be extended beyond that time.

Head of Planning Services	10%
Policy & Implementation Manager	30% (+20% on RSS matters)
Asst. Policy & Implementation Manager	75%
Policy & Projects Officer	75%
Policy & Information Officer	75%
Environmental Policy Officer	75%
Projects Officer	50% (100% of p/t post)

Graphics Officer	40%
Development Control Staff Input	10% (equivalent)
Policy / GIS Information Officer	50%
TOTAL	490% (4.9 FTE)

In addition to the LDF Project Team, an internal LDF sustainability officer group has been set up drawing in officers from all departments of the Council to consider LDF sustainability issues from a corporate viewpoint.

External Resources

No external resources have been identified as being required. The need to draw on external resources will be kept under review as part of the project management process. The Council may appoint temporary staff to undertake survey and analysis work as part of the overall project. Use may also be made of funds from the Planning Delivery Grant to commission studies to support the development of LDF policies (such as the needs assessments for town centres required under the draft PPS6 which would inform the town centre policies)

Risk Assessment

Staff turnover – It is recognised that the introduction of the new planning system and the availability of monies from government for implementing changes may result in a shortage of suitably qualified and experienced staff. However, the Policy and Implementation Section, which will bear the vast majority of the workload, presently has a full complement of staff. The Council will shortly be reviewing the performance pay system and has already introduced an enhanced remuneration package to help retain recent graduates.

Political Issues – Runnymede has a very stable political composition and Members have been supportive of the need for additional staff to produce the LDF. Members will be engaged throughout the process, through their involvement in the Community Strategy Task Groups and LSP and their roles in the preparation of other key strategies.

Soundness / Legal Challenge – GOSE and PINS will be kept informed of our emerging DPDs in order to ensure, as far possible, their soundness. The process of DPD production including stakeholder involvement, SEA and SA will be fully audited. The LDF will be supported by a comprehensive and robust evidence base as described above.

Internal Resources – The current assessment is that adequate resources are available to implement the LDS subject to receipt of Planning Delivery Grant monies to fund the additional staff resources and any further studies required. This will be kept under review as work progresses on the LDF.

External Resources – There is concern that the programme may be affected by the capacity of PINS to accommodate what is likely to be a large number of LDD and SCI Examinations within a short space of time. Statutory consultees, such the Environment Agency, may also have difficulty in handling the large number of LDF consultations that they are likely to receive over the next three to four years. These factors could affect our programme but is outside of our control. The LDS programme does have some margin for slippage built in to accommodate any such problems.

Changes to the Local Development Scheme

The Annual Monitoring Report will be the main mechanism for reviewing the Local Development Documents and identifying any necessary changes. However, in certain circumstances it may be necessary to change the Local Development Scheme at short notice to include a new Supplementary Development Document (such as a development brief for a site that becomes unexpectedly available for development).

The protocol for such changes would be as follows:

1. Seek approval from the Planning Committee for the proposed change to the LDS.
2. Submit the proposed change to GOSE for approval
3. Commence evidence gathering and early community engagement
4. Proceed to formal stages on receiving approval for the proposed change.

**Schedule of Policies in the
Runnymede Borough Local Plan
(Second Alteration)
Adopted April 2001**

This schedule lists all current local plan policies and what is proposed for them under the LDF format within the first three years of the LDS programme.

The abbreviations used are:

Core Strat	Core Strategy
DC LDD	Development Control LDD
Hsg LDD	Housing LDD
Plg Obs LDD	Planning Obligations LDD

Chapter	Policy	Replace by / Save / Delete
General	GEN1	DC LDD
	GEN2	DC LDD
Green Belt	GB1	Core Strat
	GB2	DC LDD
	GB4	DC LDD
	GB5	DC LDD
	GB6	DC LDD
	GB7	DC LDD
	GB8	DC LDD
	GB9	DC LDD
	GB10	DC LDD
	GB12	DC LDD
	GB13	DC LDD
Housing	HO1	Hsg LDD
	HO2	Hsg LDD
	HO3	Hsg LDD
	HO4	Hsg LDD
	HO5	Hsg LDD
	HO6	Hsg LDD
	HO7	Hsg LDD
	HO8	Hsg LDD
	HO9	DC LDD
	HO10	Hsg LDD
	HO11	Hsg LDD
Local Economy	LE1	Core Strat
	LE2	DC LDD
	LE3	DC LDD
	LE4	DC LDD
Shopping	SHO1	DC LDD
	SHO2	DC LDD
	SHO3	DC LDD
	SHO4	DC LDD
	SHO5	DC LDD
	SHO6	DC LDD
	SHO7	DC LDD

Chapter	Policy	Replace by / Save / Delete
Town Centres	TC1	Core Strat
	TC2	DC LDD
	TC4	Delete
	TC5	Delete
	TC6	Delete
	TC7	Delete
	TC8	Delete
	TC9	Delete
	TC10	Delete
	TC11	Delete
	TC12	Delete
	TC13	Delete
	TC14	Delete
	Movement	MV1
MV2		Delete
MV3		DC LDD / Plg Obs LDD
MV4		DC LDD
MV5		DC LDD
MV6		Core Strat
MV7		Core Strat
MV8		Delete
MV9		DC LDD
MV10		DC LDD
MV11		DC LDD
MV12		DC LDD
MV13		Core Strat
MV14		Core Strat
Natural Environment	NE1	DC LDD
	NE2	DC LDD
	NE3	DC LDD
	NE4	DC LDD
	NE7	Save
	NE8	Save
	NE10	Save
	NE11	Save
	NE12	Save
	NE13	Save
	NE14	Save
	NE15	Save
	NE16	Save
	NE17	Save
NE18	Save	
NE20	Save	
Built Environment	BE1	Core Strat / LDS
	BE2	DC LDD
	BE4	Save
	BE5	Save
	BE5A	Save
	BE6	Save
	BE7	Save
	BE8	Save

Chapter	Policy	Replace by / Save / Delete
	BE9	Save
	BE10	Save
	BE11	Save
	BE12	Save
	BE13	Save
	BE14	Save
	BE15	Save
	BE16	Save
	BE17	Save
	BE18	DC LDD
	BE19	DC LDD
	BE20	Delete
	BE21	DC LDD
	BE22	DC LDD
	BE23	DC LDD
	BE24	DC LDD
	BE25	DC LDD
Recreation	R1	Core Strat
	R2	Core Strat / Detail in Plg Obs LDD
	R3	Core Strat / Detail in Plg Obs LDD
	R4	Core Strat
	R5	Delete
	R6	Save
	R7	Save
	R8	Delete
	R9	Save
	R10	Delete
	R11	Save
	R12	Delete
	R13	Delete
	R14	Delete
	R15	Delete
	R16	Save
Services	SV1	Delete
	SV2	Save
	SV2A	Save
	SV3	Save
	SV4	Save
Community Services	C1	Delete
	C2	Delete

Abbreviations

General

AMR	Annual Monitoring Report
DPD	Development Plan Document (Those LDDs that form part of the Development Plan and have been subject to independent examination)
GOSE	Government Office for the South East
LDD	Local Development Document (The planning documents that make up the LDF)
LDF	Local Development Framework (The portfolio of documents that will replace the Local Plan)
LDS	Local Development Scheme (The programme for producing, monitoring and reviewing the LDF)
PINS	The Planning Inspectorate
RPG	Regional Planning Guidance
RSS	Regional Spatial Strategy
SEERA	South East England Regional Assembly
SPD	Supplementary Planning Document (Those LDDs that are not part of the development plan but provide supplementary guidance for development plan policies)

Key Staff involved in LDF Production

HPS	Head of Planning Services
PIM	Policy & Implementation Manager
APIM	Assistant Policy & Implementation Manager
PPO	Policy & Projects Officer
EPO	Environmental Policy Officer
PIO	Policy & Information Officer
PO	Projects Officer
GISM	Geographical Information System Manager
CC	Conservation Consultant