

Salisbury District Council Local Development Framework



Local Development Scheme

A Timetable for the Production of the Local Development Framework

***Revised Submission Draft
May 2005***

FOREWORD

This document, the Local Development Scheme, is the starting point of a new planning process that is intended to streamline the planning policy system.

The previous system of Regional Planning Guidance, Structure Plans and Local Plans is replaced with new legislation that provides regional guidance through a Regional Spatial Strategy and local policies through the Local Development Framework.

The Local Development Framework provides Salisbury District Council with the opportunity of setting out a clear, distinctive and realistic vision of how the area will change over the next twenty years. It will promote a proactive, positive approach to managing development and delivering change.

The principle of sustainability that the current local plan was built upon is also central to the reformed planning system. Salisbury District Council seeks to promote development that will benefit communities and the local economy without compromising the environment for future generations.

A key objective of the new planning system is to strengthen community involvement and to engage people from the earliest stage onwards. This will help identify issues that in turn will allow the council to reduce potential conflict and promote better outcomes.

The Local Development Scheme is a public statement identifying which Local Development Documents will be produced, in what order and when. It will be the starting point for communities to find out about the council's plans for a particular place or issue.

Communities and interest groups can, therefore, use this document to find out what local planning policies affect their area and where and how they can become involved in the new planning process.

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May, 2005

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1.0 INTRODUCTION

- 1.1. This **Local Development Scheme (LDS)** has been prepared to identify the key areas of policy review work to be undertaken by Salisbury District Council over the next 3 year period to March 2008. It details key stages in each policy review process (e.g. *consultation periods, key decision making stages*), and research exercises, as well as setting out linkages with other strategies and programmes.
- 1.2. From the start of this document, Salisbury District Council would acknowledge that the new planning system introduces a considerable amount of new terminology. This LDS attempts to state the council's intentions in simple terms as a means to make the process more approachable. To aid understanding, **a glossary of terms** can be found at the back of the document to explain key terms and commonly used abbreviations. Furthermore, a summary leaflet is available on request or via the council's website.

The Role and Function of the Local Development Scheme (LDS)

- 1.3. The Local Development Scheme does not, in itself, make any policy changes, but rather sets out the work to be undertaken in reviewing existing policies and meeting the provisions of the new legislation. This will relate to a 3 year period.
- 1.4. The LDS is essential to the successful project management of the Local Development Framework (LDF). It is a public statement identifying which Local Development Documents (LDDs) will be produced, in what order, when and how. It will be the starting point for stakeholders and local people who want to find out about the plans and policies that the council is reviewing or proposing to introduce.
- 1.5. The key priorities of the Local Development Scheme are to provide:
 - a clear statement about the areas of planning policy that the council intends to either develop or review;
 - an outline of the aims of the identified policy work programme as a basis for stakeholders and the community to participate in the process;
 - a geographical applicability of the policy work distinguishing between those aspects that will be applied across the district and those that will may be related to specific locations;
 - a proposed timetable for the progression of each element of policy work, identifying key consultation and decision making stages; and
 - a prediction of the resources required for each element of work.
- 1.6. This document represents Salisbury District Council's first LDS. It has been prepared in discussion with key stakeholders and approved by the Government Office for the South West (GOSW). The document details work the council intends to undertake in the period from 2005 to 2008. However, given that the aim of the new planning system is to create a rolling review process, the LDS will be updated, normally on an annual basis, to reflect progress on existing work.

2.0 THE STRUCTURE AND CONTENT OF SALISBURY DISTRICT COUNCIL'S LOCAL DEVELOPMENT FRAMEWORK

- 2.1 This section is included in the Local Development Scheme to give readers some context as to how the council intends to evolve its Local Development Framework over time. This summary represents the current thinking on how the council is best able to organise its policies in order to focus on key themes and allow for a more responsive approach to the review of its policies in the longer term.
- 2.2 Planning Policy Statement 1: Delivering Sustainable Development sets out the fundamental principles which the ODPM indicates to be at the heart of the planning system. Its essence, as summarised in para. 5 of that guidance, is as follows:

Planning should facilitate and promote sustainable and inclusive patterns of urban and rural development by:

- *making suitable land available for development in line with economic, social and environmental objectives to improve people's quality of life;*
 - *contributing to sustainable economic development;*
 - *protecting and enhancing the natural and historic environment, the quality and character of the countryside, and existing communities;*
 - *ensuring high quality development through good and inclusive design, and the efficient use of resources; and,*
 - *ensuring that development supports existing communities and contributes to the creation of safe, sustainable, liveable and mixed communities with good access to jobs and key services for all members of the community.*
- 2.3 Salisbury District Council's initial Local Development Scheme uses these principles to underpin the structure of its Local Development Documents. The diagram on the next page sets out a graphic representation of the components of the LDF, and the paragraphs below examine the broad scope of each of the elements.
- 2.4 Greater detail about the subject matter, timetabling, and resource requirements are set out in summaries in Appendix A.

Core Strategy

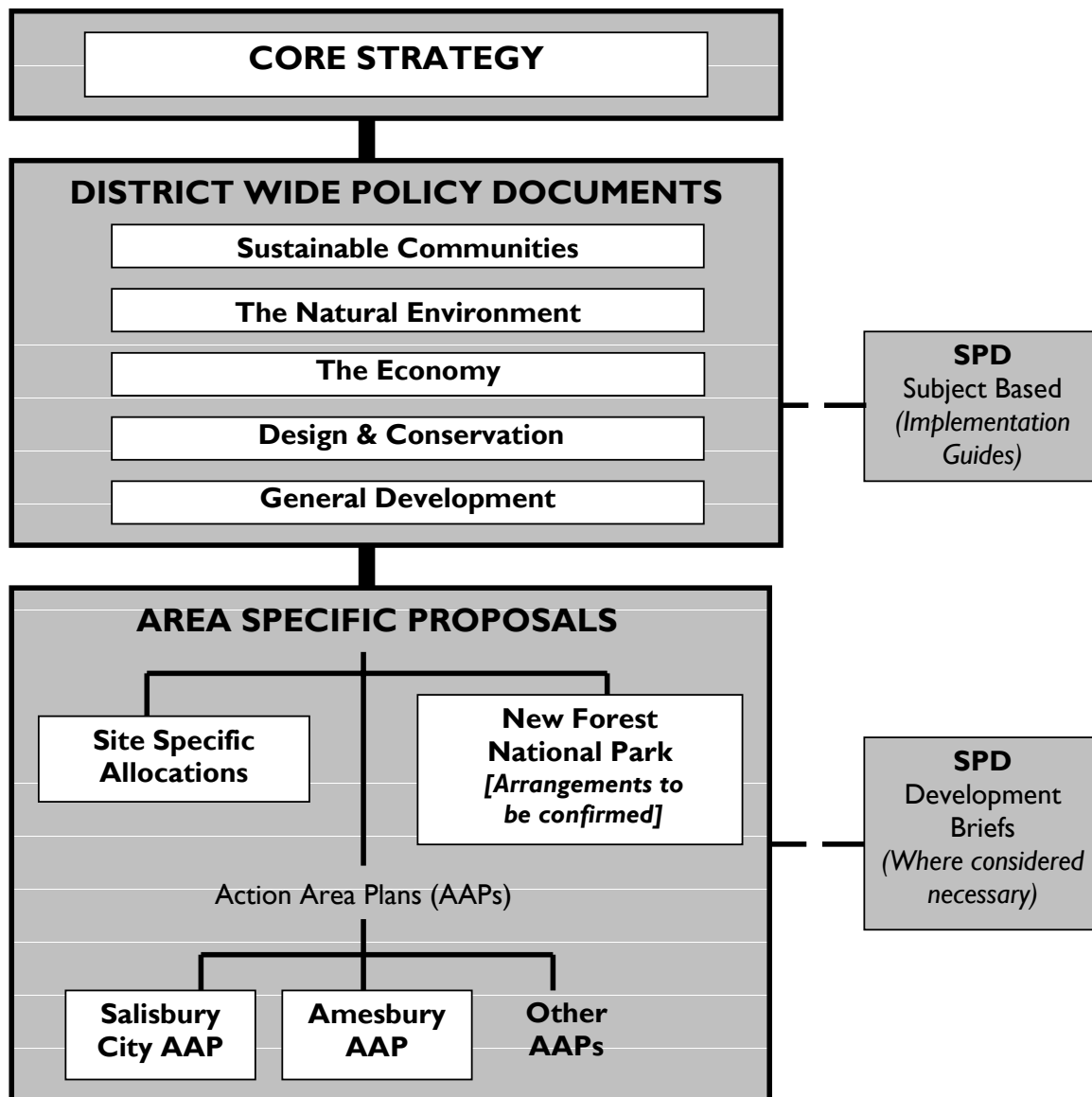
- 2.5 The Core Strategy will set out the council's key principles for development in the district as a whole. Its foundation will be a wide spatial analysis of the district's characteristics, such as settlement patterns, transport links, landscape quality, biodiversity, community facilities and the economy. It will be required to take into account national and regional planning guidance, but will also be responsive to local objectives that are set out in the Community Strategy and the strategies of other organisations where they can be facilitated through the LDF.
- 2.6 Having considered these factors, the Core Strategy will aim to balance the competing environmental, social and economic pressures by developing a sustainable strategy for development which best fits the needs of the district. This will be achieved through overarching objectives and policies that may be developed in more detail within other Local Development Documents (LDDs), depending upon the complexity of the issues involved.
- 2.7 The position of the Core Strategy at the top of the policy framework diagram highlights its importance within the Local Development Framework.

District Wide Policies

- 2.8 The District Wide Policies will be a collective grouping of 5 themed LDDs containing more detailed policies required to deliver key themes and objectives of the Core Strategy. The purpose of splitting the policy areas into separate documents is to make future reviews of policy more

SALISBURY DISTRICT LOCAL DEVELOPMENT FRAMEWORK

LOCAL DEVELOPMENT DOCUMENTS AND THEIR RELATIONSHIPS



Notes:

This diagram sets out how the council intends to structure its planning policies in moving to the new LDF system. The structure set out reflects requirements of the new LDF system as well as the key themes which the council will aim to develop in the transition from Local Plans.

Readers should note that the LDF process is one of continuous review and so, as priorities and issues change, elements of the above may change, particularly in light of the Community Strategy. In this initial LDS, the structure above is provided to show a direction of travel for the process. Section 3 of this document sets out which elements will be prioritised in the 2005 – 2008 period

The requirements set out in the Statement of Community Involvement (see section 2.13) will apply to the production of all elements identified in the diagram above

All aspects which relate to a defined geographical area will be set out on the Proposals Map.

focused. The documents will deal in more detail with delivery of the key ODPM objectives set out in para. 2.2 above.

Sustainable Communities – policies that will seek to ensure that new development contributes to the creation and maintenance of vibrant and viable communities. Social inclusion and access to basic services and amenities will be key areas of focus. This document will also set out policies that will promote appropriate types of housing (and other forms of accommodation) which meet the needs of local people. This LDD is not concerned with site allocations.

The Natural Environment – policies aimed at the preservation and enhancement of the District's natural environment and landscape assets.

The Economy – policies which will facilitate appropriate economic development across the district and respond to the needs of the business community.

Design & Conservation – policies aimed at preserving and improving the built environment of the district. The promotion of good design for the future will be as important as protecting the fine built heritage of the past.

General Development - for the purposes of Development Control this DPD will set out a number of general policies and considerations which relate to all types of development.

2.9 The council will bring forward each of these LDDs according to the priorities considered in the following section. Where appropriate, Supplementary Planning Documents will be prepared to provide more detailed information and requirements related to the implementation of policies and proposals in the District Wide Policy LDDs (see section 2.12).

2.10 The **Proposals Map** sets out exactly where policies, key constraints and land use proposals apply throughout the district. The Proposals Map represents a Development Plan Document in itself, therefore it will need to be reviewed in light of any changes to policies or proposals in any of the DPDs that are produced by the council.

Area Specific Proposals

2.11 These DPDs will be a broad grouping of individual documents that relate to defined geographical areas. Their content will be in conformity with policies and proposal in the Core Strategy and District Wide Policy LDDs.

- a) Site Specific Allocations - This document will set out areas of land to be allocated for a specific purpose, whether that is for housing, employment, open space or other uses. The use of the land identified will be clearly defined as well as any obligations that will be expected of a developer, occupant or owner of that land.
- b) Action Area Plans - These documents will contain policies and proposals that are specific to defined areas. Two Action Area Plans are envisaged at this time relating to Salisbury City and Amesbury although others may be developed in line with arising community priorities.
- c) New Forest National Park - Salisbury District currently contains around 10% of the area which will become the New Forest National Park. It is expected that a New Forest National Park LDF will be formulated in due course, with Salisbury District Council working closely with New Forest District Council, Test Valley Borough Council and the National Park Authority to deliver an appropriate set of policies on a joint or consultative basis. It is likely that the next revision of this Local Development Scheme will be able to provide more detail about how this will be progressed and what level of input Salisbury District Council will have.

Supplementary Planning Documents (SPDs)

2.12 The documents identified in previous sections are designed to be concise statements of principles, policies and proposals, rather than detailed issues of how each policy will be implemented. The district council intends to publish Supplementary Planning Documents (SPD) on a range of subjects in due course, to act as implementation guides addressing the practical requirements of policies. The following SPDs are proposed in the next 3 years.

- Delivering Sustainable Communities – an implementation guide for the Sustainable Communities DPD
- Planning Obligations
- Village Design Statements - in partnership with local communities.

Other Documents

2.13 The **Statement of Community Involvement (SCI)** is an essential part of the LDF. In simple terms, it will set out the methods the district council will use to encourage participation in preparing its Local Development Framework. Once adopted, it will detail the activities the council will undertake to engage local people and other key stakeholders in the plan making process. The district council considers that the early adoption of the SCI is essential in promoting openness and equality in the creation of its LDF.

2.14 An **Annual Monitoring Report** will be prepared, which will aim to measure progress towards the key aims and objectives of the LDFs Core Strategy. This matter is considered further in section 5.

Supporting Statements for DPDs and SPDs

2.15 When each of the Local Development Documents are produced and published they will be supported by:

- a Statement of Conformity with the Regional Spatial Strategy (or until the RSS is adopted, the Wiltshire Structure Plan.)
- a statement explaining the relationship of the Document to other LDDs and remaining saved elements of the adopted Salisbury District Local Plan (see section 5). The statement will also set out which LDDs or saved policies the new document replaces.
- An appropriate Sustainability Appraisal document - see section 5.12;
- a statement setting out how the Statement of Community Involvement has been followed in preparing the LDD
- a list of background documents that are relevant to the subject matter and have been used to inform policy formulation and decision making. The council may publish some of these documents, but others may be published by government, statutory or local agencies.

3.0 PRIORITIES FOR THE LOCAL DEVELOPMENT FRAMEWORK

3.1 Section 2 has set out what Salisbury District Council's Local Development Framework should evolve into when the current Local Plan is completely replaced. This process will take a number of years to complete. This section seeks to identify the elements of the LDF that will be brought forward during the period 2005-2008 and to which this Local Development Scheme relates.

3.2 In scoping out the issues and approach to commencing work on its Local Development Framework, the council has taken into account a wide range of influences from a local, regional and national level:

- The requirements set out by Government Office for the South West (GOSW)
- delivery of the aspirations of other strategies and initiatives, most notably the priorities of the emerging Community Strategy;
- the priorities identified in consultation with key stakeholders;
- the need to put in place the main aspects of the Local Development Framework in line with the new legislation;
- the ongoing maintenance of a sound evidence base to underpin its policies and proposals and the full incorporation of the requirements of Sustainability Appraisal (see section 5)
- an evaluation of the policies in the Adopted Salisbury District Local Plan;
- a broad scoping of what the Core Strategy will contain and an analysis of the Development Plan Documents (DPDs) that will be required to provide a suitable policy framework for the management and control of development in the district;
- the emerging Regional Spatial Strategy (RSS);
- awareness of the Planning Inspectorate's timescales for Public Examinations;
- the potential capacity of the Forward Planning service, drawing in staff from other services and organisations where required, and the likely level of other resources that will be available

3.3 All of these influences, particularly the input of Government Office, have had roles to play in determining how the council should approach its Local Development Framework. However, the key issue to be acknowledged is that the capacity of the organisation is limited and so competing demands have had to be prioritised in some way.

3.4 In determining the relative priorities in commencing work on its Local Development Framework, emphasis has been placed on the following factors:

- a) the regulatory framework that governs the preparation of Local Development Frameworks in order that the policy making process is efficient and puts in place policies that will have an acceptable lifespan (*i.e. that account is taken of emerging strategies in establishing its work programme to ensure that policies do not become outdated before they are formally adopted*).
- b) the urgency in the need for new or amended policies and proposals to better address the social, economic and environmental needs of the District and its inhabitants;
- c) the continuing soundness of policies in the existing Local Plan in light of changing national and regional guidance; and

3.5 Based on these criteria, the table on the following pages sets out the Local Development Documents (LDDs) that have been identified as priorities for action. Further details of each proposed element are set out in Appendix A.

Salisbury District LDF Priorities for the period 2005-2008.

LDD Name	Commentary	To Commence
Statement of Community Involvement	Consultation, participation and engagement are critical in the LDF system. Early adoption of the SCI is essential to inform the public and other key stakeholders of how they can contribute to shaping the council's policies and proposals.	2005/06
Core Strategy	<p>At the start of 2006 the Regional Spatial Strategy (RSS) will be sufficiently advanced to act as a basis for the formulation of a Core Strategy for the district. The RSS will almost certainly introduce significant new considerations, not least in respect of the role of Salisbury. The Core Strategy document will set out an overarching policy framework for the district as a whole, encapsulating the key policies which the Council will utilise to manage change in the district and improve the quality of life for local people.</p> <p>In terms of its priority, it is considered that it is essential for this key document to be put in place at the earliest opportunity in order that subsequent policy documents, covering certain subject matters in more detail, have a sound context.</p>	2005/06
Proposals Map	Reviews of the Proposals Map will be undertaken alongside each DPD to illustrate the geographic extent of new policies.	In line with each DPD
Sustainable Communities DPD	<p>The creation and maintenance of attractive and liveable communities, both urban and rural, is a central pillar of national planning policy. At a local level, a range of pressures are being exerted that are undermining the ability of communities to maintain appropriate balances of housing, employment, services and amenities. A balance of all these aspects contributes to securing long term vitality and viability, a theme which has emerged strongly from the Community Planning process. A wide range of stakeholders have highlighted the urgent need for a comprehensive approach to planning for the social, environmental and economic aspects of settlements, which will be the aim of this DPD.</p> <p>This policy document will be prepared alongside the Core Strategy reflecting the need to provide detailed measures to ensure change is in tune with the needs of local communities.</p>	2005/06
Planning Obligations SPD	This SPD will be progressed alongside the Core Strategy to provide detailed advice and guidance on the requirements and use of Planning Obligations required under policies within the LDF. The commencement will coincide with the preparation of the preferred options of the Core Strategy.	2006/07
Delivering Sustainable Communities SPD	This SPD will be progressed alongside the Sustainable Communities DPD to provide detailed advice and guidance on the implementation of policies. Its commencement will coincide with the preparation of the preferred options of the DPD.	2006/07
Site Specific Allocations DPD Salisbury AAP	<p>When the Core Strategy has reached submission stage work will commence on the identification of new sites for housing employment and other land uses. These will be set out within this DPD</p> <p>Within Salisbury new sites will be combined with a range of policies specifically appropriate to the city within an Area Action Plan. Some of these will be carried forward from the current Local Plan where they remain appropriate. All of these aspects will be encompassed.</p>	2006/07
New Forest	Salisbury District Council will contribute to the emerging National Park	Ongoing

LDD Name	Commentary	To Commence
National Park LDF	LDF when planning functions are transferred to the NFNPA (New Forest National Park Authority) on 1 st April, 2006. Further details of joint working arrangements will become clearer during 2005/06 and be reported in the next update of the LDS	from 2006/07
Natural Environment DPD Design & Conservation DPD The Economy DPD	These DPDs will be commenced when the Core Strategy is advanced to the point where the need for more detailed policies and objectives are required. It may be the case that the Core Strategy is able to fully address these themes, in which case the need for one or more of the DPDs may be reviewed. Associated SPDs will be considered during the research stages of these DPDs to aid implementation	2007/08
General Development DPD	The current Local Plan contains a number of key policies that are required to ensure that all development proposals meet certain basic criteria. These policies remain sound for the time being, however there will come a point where the remaining saved policies of the Local Plan would benefit from a formal transfer into the LDF as a separate DPD.	2007/08
Amesbury AAP Other AAPs	The current Local Plan contains a number of Local Plan policies which are specific to individual settlements. In light of the planned visioning exercise for the city, a number of Market and Coastal Towns Appraisals (e.g. Amesbury, Wilton, Tisbury) and other community planning exercises, it is likely that discrete Area Action Plan Documents will be required to deliver localised objectives. At this stage the council is not in a position to predict when the results of these exercises will be finalised and hence cannot commit to timescales for their commencement.	2007/08 <i>(indicative only)</i> Awaiting outcomes of community planning exercises.
Village Design Statement SPDs	There are a number of VDSs being prepared by local communities in association with the council. In projecting current work forward, 2-3 per year are likely to seek adoption. In the short term these will be adopted as SPG to the current Local Plan until the Core Strategy provides a clear policy directive enabling their conversion to SPD according to required procedures.	Ongoing

4.0 PROGRAMME FOR THE PRODUCTION OF LDDs

The chart below illustrates the proposed work programme for production of LDDs, as prioritised in section 3 of this document. Full details of the scope and nature of the subject areas and associated information are set out in LDD profiles in Appendix A

LDF Component Document	Type	2005/06				2006/07				2007/08				2008/09				2009/10						
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
Statement of Community Involvement	SCI				X	IR	A																	
Core Strategy	DPD										X		IR	A										
Sustainable Communities	DPD										X		IR	A										
Delivering Sustainable Communities	SPD												A											
Planning Obligations	SPD												A											
Site Specific Allocations / Salisbury AAP	DPD														X			IR	A					
New Forest National Park LDF		The timescales for the New Forest National Park LDF are yet to be established																						
Natural Environment	DPD	<i>(see table in section 3)</i>																		X	IR	A		
The Economy	DPD	<i>(see table in section 3)</i>																			X	IR	A	
Design & Conservation	DPD	<i>(see table in section 3)</i>																				X	IR	A
General Development	DPD	<i>(see table in section 3)</i>																				X	IR	A
Other AAPs	DPD	The timescales for AAPs are dependent upon community led exercises and would be best informed by the publication of the RSS																						
Annual Monitoring Report and LDS																								

NB. Changes to the Proposals Map will be made in association with each LDD and be updated at the time of adoption of the LDD

Key for DPD Type Documents	
	Research & Pre-consultation
	Publish Issues and Options - Consultation
	Publish Preferred Options – Consultation
	Submission of DPD to SoS and Consult
X	Independent Examination
IR	Publication of binding Inspector’s Report
A	Adoption

Key for Statement of Community Involvement	
	Research & Pre-consultation
	Publish Draft SCI and Consult
	Submission of SCI to SoS and Consult
X	Independent Examination
IR	Publication of binding Inspector’s Report
A	Adoption

Key for SPD Type Documents	
j	Research and Pre-consultation
	Publish Document and Consult
A	Adoption

Key for Annual Monitoring Report & LDS	
	Research and Analysis
	Submission to GOSW

5.0 ADDITIONAL INFORMATION

TRANSITIONAL ARRANGEMENTS

- 5.1 Planning Policy Statement 12 *Local Development Frameworks* acknowledges that there will need to be an interim period as planning policy is transferred from Local Plans to LDFs. ‘Transitional Arrangements’ have been put in place which include measures to save existing plans, or elements of plans, for a period of at least 3 years. These measures are designed to ensure that there remains continuity within the Development Plans system for the purposes of determining planning applications. Any such ‘saved’ policies will remain relevant for development control purposes in the District until:
- they are replaced within new LDDs, or by policies within the adopted Regional Spatial Strategy;
 - they become redundant and are withdrawn by the council.
- 5.2 Appendix B sets out how the current local plan policies will be incorporated into the Local Development Framework’s component documents. The process of evolving to the LDF system (with its emphasis on a more criteria based set of policies) will mean that some policies will be amalgamated with others and in some cases deleted altogether where they no longer have a role to play. Appendix B also identifies policies which would appear to fall within this category.
- 5.3 In order to make sense of this potentially confusing situation whereby existing local plan policies remain valid as the LDF evolves, the council will keep a fully up to date copy of all its adopted planning policies on its website and in paper format for inspection at its offices. It will also seek to establish, within the Statement of Community Involvement, a protocol to ensure that all interested parties are made aware when existing policies are no longer relevant, and when new ones are adopted, particularly for the purposes of determining planning applications.

JOINT WORKING

- 5.4 Whilst the council is the Local Planning Authority responsible for preparing the LDF, it will seek to undertake work in association with other authorities, agencies and organisations to ensure that there is greater coordination of effort to achieve similar goals.
- 5.5 The most obvious example of this approach set out so far in the LDS is the input to the New Forest National Park. Although the details of this arrangement are yet to be fully confirmed (because the administration arrangements for the National Park Authority (NPA) are still emerging) this exercise will require close working relationships to be forged with the NPA. This is to ensure that the planning system for the park area integrates with other non planning functions which will remain the responsibility of Salisbury District Council.
- 5.6 At the present time there are no other LDDs where joint working with other Local Planning Authorities is envisaged. However, in the longer term, opportunities have already been identified for a joint LDD in respect of the Cranborne Chase and West Wiltshire Downs AONB (11 Authorities), as well as a number of SPD exercises in respect of Waste Management, Biodiversity and Archaeological Heritage – all on a county wide basis. At this stage it has not been possible to indicate any detail or timescale for these exercises due, in part, to uncertainties about how the LDF system will operate in the transitional period.
- 5.7 One of the most obvious areas where joint working will continue is in the development of the Evidence Base. This is considered further in the following section. A joint working group has already been established to draw together Sustainability Appraisal data on a Wiltshire wide basis.

Appendix C sets out components of the Evidence Base which the council will develop in the next few years and outlines which other organisations will be involved.

THE LDF EVIDENCE BASE

- 5.8 Policies and proposals within Local Development Frameworks must be based upon a sound and robust Evidence Base. The council will undertake a range of research exercises to underpin its proposals and Appendix C sets out a list of the key information studies that will be kept under review, and indicative timetables for future updates. The list indicates the importance of the various studies and the likely manner of their preparation and review.
- 5.9 In many cases, evidence within the strategies and plans of other key organisations will be used to formulate and justify policy proposals. The council will work with key stakeholder groups to ensure that their strategies and programmes are underpinned by sound and credible evidence. This is considered further in section 5.13 below.

SUSTAINABILITY APPRAISAL

- 5.10 Sustainability Appraisal is the means by which the European Union Directive for Strategic Environmental Assessment will be met by the LDF process. Sustainability Appraisal is a comprehensive means to overview the social, economic and environmental impacts of policies, in effect setting out the relative advantages and disadvantages of each course of action.
- 5.11 Throughout the process of drawing up policies and proposals, there will be a gradual build up of information so that a full range of issues are clear to see. The appraisal will be consulted upon alongside the policies and proposals that they relate to, and will be designed to give an appropriate level of detail for decision makers.
- 5.12 The table below sets out how Sustainability Appraisal will be applied throughout the preparation of each DPD. SPD will require Sustainability Appraisal using a similar, but less complex, process.

DPD Production	Sustainability Appraisal Process
Early stakeholder & Community Involvement/Evidence gathering	Establish sustainability objectives, gather baseline information about the District and develop indicators to measure changes in the environment, define the context provided by existing plans and programmes. The output from this work will be a Scoping Report that sets a framework against which to consider all DPDs.
Issues & Options Consultation	Assessment of alternative strategies against sustainability objectives.
Preferred Option Consultation	Draft Environment Report (more detailed assessment of the preferred policies and proposals in the DPD against sustainability objectives).
DPD submitted to Secretary of State	Environment Report (amended Environment Report submitted with Draft DPD).
Adoption Process	Compliance with European and UK Regulations assessed as part of testing the soundness of the submitted DPD.

LINKAGE TO OTHER KEY STRATEGIES AND PLANS

- 5.13 The LDF is concerned with a greater subject area than just land use planning. LDFs are a mechanism to deliver a range of policies and strategies across a local authority area where they relate to the use of land. One of the most critical strategies which the LDF is charged with delivering is the Community Strategy.

5.14 In Salisbury District, the Community Strategy is prepared by the South Wiltshire Strategic Alliance (SWSA) which is made up of a range of public, and voluntary sector organisations who deliver services in the South Wiltshire area. The strategy's objectives and priorities are drawn together from the six Community Area Plans which are focused geographically around the 6 main centres of the district, namely Salisbury, Amesbury, Downton, Mere, Tisbury and Wilton. These were prepared in 2004/05. Although unpublished at the time of writing this LDS, the Community Strategy is likely to focus on the following key issues.

- Affordable Housing
- Community Facilities and Local Services
- Reducing Crime and Anti-social behaviour
- *Promoting Alliance Partners as exemplars (healthy workforce, green organisations, basic skills for all employees, diversity and social inclusion).*

5.15 These aspects (particularly the initial three) will be prioritised in the preparation of the Community Strategy and underpins the early progression of the Core Strategy and Sustainable Communities DPD.

5.16 The other key strategy that will inform the LDF is the Regional Spatial Strategy (RSS). This is currently being prepared by the South West Regional Assembly (SWRA) and will plan forward to the year 2026. This document will, when adopted towards the end of 2006, provide a strategic context to which Salisbury District's LDF must acknowledge in its content. .

5.17 In addition to these two key strategies, the following guidance, strategies and plans identify key objectives and proposals which the Local Development Framework will need to take into account. This list should not be considered exhaustive and the council will seek to ensure all appropriate information is taken into account during the preparation of each Local Development Document.

- | | |
|--|---|
| • National Planning Policy Guidance | • Public Service Delivery Plans (Healthcare, Education, Social Services, etc) |
| • Regional Spatial Strategy for the South East (<i>where relevant</i>) | • Tourism and Leisure Strategies |
| • Wiltshire Structure Plan (<i>in the Transitional Period</i>) | • Social inclusion |
| • Community Area Plans | • Community Safety & Crime Strategy |
| • LDFs of adjacent Local Authorities | • Air Quality Management Plan |
| • Local Transport Plan | • Environmental Management Plans (e.g. AONB and River Avon cSAC) |
| • Mineral and Waste Local Plans/LDFs | • Stonehenge World Heritage Site Management Plan |
| • Economic Development Strategy | • Design & Built Heritage Policy/Guidance |
| • Biodiversity Action Plans | • Licensing Policies |
| • Contaminated Land Strategy | |

STAFFING AND RESOURCES TO DELIVER THE LDF

5.18 The Forward Planning Service will lead the production of the Local Development Framework. This team currently comprises 4 Full Time (1 vacant) and 1 Part Time Planning Officers with support from two administrative staff. A graphic designer and design advisor are associated with the team although their roles include providing support to the Development Services unit. In terms of skills, the team has been carefully assessing the needs of the new LDF system and has been developing its knowledge and expertise

- 5.19 The workload set out in this LDS has been designed to reflect the staffing characteristics of the lead team. The programme set out in section 4 acknowledges that there will be peaks in workload, most notably in late 2007 and 2008 when DPD processes (Site Specific Allocations, Sustainable Communities and Core Strategy) will coincide with early research work on other DPDs. The early acknowledgement of this fact means that the need for additional staff resources can be addressed well in advance.
- 5.20 In terms of wider resource availability, the profiles in Appendix A acknowledge that time and expertise has been secured from other units within the council, particularly Strategic Housing, Economic Development, Community Initiatives and Environmental Services. Other key individuals will be approached to research and develop policies and proposals as required. This approach acknowledges that the limited resources of the Forward Planning team are being supported on a corporate basis to underpin and advance the production of its LDF.
- 5.21 The council has had to acknowledge that it cannot seek to secure in-house expertise on the full range of topic areas which the LDF will be required to deliver and accordingly appropriate budgets have, and will continue to be, set aside to secure the services of external consultants. Appendix C sets out various Evidence Base projects where the services of specialist consultants will be secured and the council will, where appropriate, work with adjacent authorities to commission work which will have a wider strategic overview. An example of this, which is already in operation, is the significant financial contribution by the council (and other Wiltshire authorities) to the Wiltshire and Swindon Biological Records Office which will be invaluable in delivering baseline habitat and biodiversity data for the Sustainability Appraisal.
- 5.22 In terms of structures already put in place to assist in the production of the LDF, there is already a broad corporate working forum that will be evolved as the work programme unfolds. This group will meet regularly to ensure good corporate oversight of the LDF process. It will specifically aim to align the priorities of the council and external partners so that policy work is comprehensive. As and when work on individual LDDs commences, working groups will be established to ensure the focus is clear and that working practices can be fully aligned (i.e. skills, IT resources, etc.) to ensure that elements are progressed according to the project plan and are properly consulted upon.
- 5.23 Decision making within the LDF process will ultimately be down to elected members of the council. Adoption of each DPD will be undertaken by Full Council, and preceding stages will be agreed by the Cabinet following examination by Overview and Scrutiny Panels. SPD documents will be adopted by the Cabinet. In terms of additional member participation, the LDD profiles set out in Appendix A give an indication of other groups that will be called upon to assist in the formulation of policy approaches.

ANNUAL MONITORING REPORT

- 5.24 In order to help understand the successes and shortcomings of specific LDDs, the council will prepare and publish an Annual Monitoring Report (AMR). This report will outline key indicators that will then be measured to establish progress made towards the principles set out in the Core Strategy. Clearly, where progress is not being made, it will be a function of the AMR to identify areas of policy or LDDs where review is needed, or where other stakeholders need to act to address a problem.
- 5.25 The indicators used will vary according to the relevant Core Strategy principles and policies that are contained within LDDs. It is envisaged that there will be three groups of indicators:

- Contextual indicators – these will be measures that describe the wider social, environmental and economic background against which the LDF operates. Unemployment figures, population age groups and commuting rates represent examples of these. Key problems identified in these measures will be focal points for the Core Strategy;
 - Key Output Indicators – these will be measures of the objectives set out in the Core Strategy. They will be designed to assess real differences to the quality of life, economic performance and the preservation of natural and built heritage assets in the District. To be effective, indicators need to respond to what can realistically be achieved through new development.
 - Detailed indicators – these will be more specific measures aimed at assessing the performance of particular policies. Clearly negative results may suggest that the relevant policy should be reviewed, although there will be a need to examine the individual cases to determine whether planning matters alone are frustrating the ability of the policy to deliver. Benchmarking to compare policy performance within adjacent areas, or similar types of local authority areas elsewhere will also be important.
- 5.26 The LDD profiles in Appendix A give a broad idea of the types of measures to be used. However, as more detailed work on each LDD is undertaken, careful consideration will be given to a wide ranging, but manageable, list of indicators which can be used to assess the ability of the LDF to deliver its objectives.

UPDATES TO THE LOCAL DEVELOPMENT SCHEME

- 5.27 The LDS is a rolling work programme that will be an essential means to inform the public and other stakeholders about policy review, and when and where they can be involved. It is therefore essential that any changes to the council's programme are updated regularly, particularly where this may affect the ability of an individual or agency to contribute reasonably and effectively.
- 5.28 The council will treat its LDS as a mechanism to respond to issues identified in the Annual Monitoring Report, as well as to update stakeholders and observers of the progress in delivery of LDDs. The council has set itself a challenging work program and has acknowledged a commitment to meeting its targets within the specified timescales. Furthermore, in recognising that there are risks of delay in delivering the work programme, it has produced a Risk Assessment in Appendix D to inform the process.

APPENDIX A : LOCAL DEVELOPMENT DOCUMENT PROFILES

This appendix includes single page summaries of each of the LDF component documents identified in section 2. The profiles are aimed at giving readers a basic understanding of the purpose of each document as well as key information, such as the geographical applicability and proposed timetable for production. The profiles also give an indication of the resources which have been allocated and any key information requirements.

For each of the elements that will be commenced in 2005/06 (and the Core Strategy), project management diagrams (Gantt Charts) are included to outline the process in detail.

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
STATEMENT OF COMMUNITY INVOLVEMENT		
Document Details		
Role and Subject	The Statement of Community Involvement (SCI) is an essential part of the LDF. In simple terms, it will set out the methods the district council will use to encourage participation in preparing its Local Development Framework. Once adopted, it will detail the activities the council will undertake to engage local people and other key stakeholders in the plan making process. The council considers that the early adoption of the SCI is essential in promoting openness and equality in preparing its LDF.	
Geographic Coverage	District Wide	
Document Type/ Status	Statement of Community Involvement	
Chain of Conformity	Does not fit into the policy hierarchy, however its consultation requirements will be applied to the production of all LDDs	
Timetable		
STAGE	DATES	
Preparation of draft SCI	May – Aug 2005	
Public Consultation on draft SCI	Sep – Nov 2005	
Consideration of Representations and Preparation of Submission draft SCI	Nov – Dec 2005	
Submission of draft DPD to Secretary of State	21 st Dec 2005	
Examination	May 2006	
Receipt of Inspector's binding report	August 2006	
Adoption and Publication of Document	Full Council – Sept 2006	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	MEDT, Democratic Services, Community Initiatives	
Key External Stakeholders	SWSA, Local Press, Local Radio, The Citizen, Parish Councils, Residents Groups,	
Political oversight	Sponsor - P & ED Portfolio Holder <ul style="list-style-type: none"> • Scrutiny Panel and Cabinet consideration of draft proposals • Cabinet Adoption of SCI 	
Community & Stakeholder Engagement	Wide scale publicity and contact with all existing consultees and relevant agencies/stakeholders from the outset	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 1FTE (Forward Planning) & significant inputs from council departments and the SWSA <i>Resources</i> : within identified budgets <i>Special Needs</i> : None identified	
Survey/Information Requirements	No specific research, although need to examine effective consultation methods and techniques	
Monitoring and Review		
Monitoring Arrangements	All participative exercises will be carefully recorded to establish the overall coverage of publicity and feedback. Significant shortcomings will be remedied in subsequent SCI reviews.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
SUSTAINABLE COMMUNITIES		
Document Details		
Role and Subject	To establish policies that contribute to the creation and maintenance of sustainable communities. The focus of the policies will be to encourage the development of the social, environmental and economic fabric of communities, whilst putting in place safeguards to ensure that change does not undermine the ability of people to meet their needs locally. The policies will be clearly linked to the spatial development pattern identified in the Core Strategy.	
Geographic Coverage	District wide	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Core Strategy	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Sep 2005 – April 2006	
Public Consultation on Issues and Options	April – May 2006	
Public Participation on Preferred Options	Aug – Sep 2006	
Consideration of Representations and Preparation of Submission Draft DPD	Oct – Dec 2006	
Submission of draft DPD to Secretary of State	19 th Dec 2006	
Public Consultation on Submission DPD	Jan – Feb 2007	
Examination	July 2007	
Receipt of Inspector's binding report	Jan 2008	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	Mar- May 2008	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	MEDT, Community Initiatives, Housing, Environmental Services	
Key External Stakeholders	Local service providers, SWSA, environmental groups, Parish Councils, local business, county highways, Infrastructure providers, recreation and amenity groups, housing providers.	
Political oversight	Sponsor - P & ED Portfolio Holder <ul style="list-style-type: none"> • Early parish and district councillor input on principles • P & ED Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Extensive consultation with parish and town councils, community groups and local businesses. Particular focus needed on larger local centres	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 1.0 FTE (Forward Planning) <i>Resources</i> : Within identified budgets	
Survey/Information Requirements	Community Objectives, Community Facilities Survey, Housing Needs Survey, Open Space Audit, Education Proposals, PCT Strategy, Social Inclusion.	
Monitoring and Review		
Monitoring Arrangements	There are likely to be a wide range of measures associated with differing strands of policies in this DPD.	

Project Plan for the Sustainable Communities DPD

Salisbury District Council Local Development Scheme (LDS) – Revised Submission Draft - May 2005

ID	Task Name	Start	End	Duration	2005				2006												2007												2008																			
					Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec								
1	COMMENCE - RESEARCH PHASE	01/09/05	21/12/05	16w	COMMENCE - RESEARCH PHASE																																															
2	Pre Consultation	22/12/05	01/02/06	6w	Pre Consultation																																															
3	Prepare Issues and Options Paper	22/12/05	01/03/06	10w	Prepare Issues and Options Paper																																															
4	Prepare Stage 1 Sustainability Appraisal	02/02/06	01/03/06	4w	Prepare Stage 1 Sustainability Appraisal																																															
5	Consultation Design	22/12/05	28/12/05	1w	Consultation Design																																															
6	Approval by P & ED Scrutiny	02/03/06	15/03/06	2w	Approval by P & ED Scrutiny																																															
7	Approval by Cabinet	02/03/06	05/04/06	5w	Approval by Cabinet																																															
8	CONSULTATION ON ISSUES & OPTIONS	06/04/06	17/05/06	6w	CONSULTATION ON ISSUES & OPTIONS																																															
9	Examination of Consultation	18/05/06	07/06/06	3w	Examination of Consultation																																															
10	Prepare Preferred Options Paper	08/06/06	19/07/06	6w	Prepare Preferred Options Paper																																															
11	Prepare Stage 2 Sustainability Appraisal	08/06/06	05/07/06	4w	Prepare Stage 2 Sustainability Appraisal																																															
12	Consultation Design	08/06/06	14/06/06	1w	Consultation Design																																															
13	Approval by P & ED Scrutiny	20/07/06	02/08/06	2w	Approval by P & ED Scrutiny																																															
14	Approval by Cabinet	20/07/06	16/08/06	4w	Approval by Cabinet																																															
15	CONSULT ON PREFERRED OPTIONS	17/08/06	27/09/06	6w	CONSULT ON PREFERRED OPTIONS																																															
16	Examination of Consultation	28/09/06	18/10/06	3w	Examination of Consultation																																															
17	Prepare Submission DPD	19/10/06	29/11/06	6w	Prepare Submission DPD																																															
18	Prepare Stage 3 Sustainability Appraisal	19/10/06	15/11/06	4w	Prepare Stage 3 Sustainability Appraisal																																															
19	Consultation Design	19/10/06	25/10/06	1w	Consultation Design																																															
20	Approval by P & ED Scrutiny	30/11/06	13/12/06	2w	Approval by P & ED Scrutiny																																															
21	Approval by Cabinet	30/11/06	18/12/06	2w 3d	Approval by Cabinet																																															
22	SUBMISSION TO SOS	19/12/06	19/12/06	1d	SUBMISSION TO SOS																																															
23	Request Examination by PINS	19/12/06	19/12/06	1d	Request Examination by PINS																																															
24	Examination Preparation (bookings, etc)	19/12/06	19/12/06	1d	Examination Preparation (bookings, etc)																																															
25	CONSULT ON SUBMISSION DRAFT	02/01/07	12/02/07	6w	CONSULT ON SUBMISSION DRAFT																																															
26	Examination of Consultation	13/02/07	26/02/07	2w	Examination of Consultation																																															
27	Advertise Valid Alternatives	27/02/07	09/04/07	6w	Advertise Valid Alternatives																																															
28	Examination Preparations	10/04/07	04/06/07	8w	Examination Preparations																																															
29	PRE EXAMINATION MEETING	05/06/07	05/06/07	1d	PRE EXAMINATION MEETING																																															
30	Examination Final Preparations	06/06/07	03/07/07	4w	Examination Final Preparations																																															
31	EXAMINATION	04/07/07	24/07/07	3w	EXAMINATION																																															
32	Drafting of Inspectors Report	25/07/07	11/12/07	20w	Drafting of Inspectors Report																																															
33	INTERIM INSPECTORS REPORT	12/12/07	12/12/07	1d	INTERIM INSPECTORS REPORT																																															
34	Report Checking Period	13/12/07	24/12/07	1w 3d	Report Checking Period																																															
35	Finalisation of Inspectors Report	25/12/07	21/01/08	4w	Finalisation of Inspectors Report																																															
36	FINAL INSPECTORS REPORT	22/01/08	22/01/08	1d	FINAL INSPECTORS REPORT																																															
37	Incorporate Inspectors Findings	23/01/08	19/02/08	4w	Incorporate Inspectors Findings																																															
38	ADOPT BY FULL COUNCIL	20/02/08	28/03/08	5w 3d	ADOPT BY FULL COUNCIL																																															
39	Legal Challenge Period	31/03/08	09/05/08	6w	Legal Challenge Period																																															
40	Publication and Distribution	31/03/08	23/05/08	8w	Publication and Distribution																																															

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
CORE STRATEGY		
Document Details		
Role and Subject	The Core Strategy will set out the council's vision and key principles for development in the district as a whole. Its foundation will be a wide spatial analysis of the district's features and an appraisal of key objectives derived from sources including national and regional planning guidance and the Community Strategy. The Core Strategy will aim to balance the competing environmental, social, and economic pressures by prescribing a sustainable strategy for the future development of the district and where it envisages that development will be focused. The Core Strategy will include a Key Diagram to show a clear spatial plan of the key elements. Further to this, the Core Strategy will then set out 5 themed areas of policies to deliver the Core Strategy's objectives	
Geographic Coverage	District Wide	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Regional Spatial Strategy	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Sep 2005 – April 2006	
Public Consultation on Issues and Options	April – May 2006	
Public Participation on Preferred Options	Aug – Sep 2006	
Consideration of Representations and Preparation of Submission Draft DPD	Oct – Dec 2006	
Submission of draft DPD to Secretary of State	19 th Dec 2006	
Public Consultation on Submission DPD	Jan – Feb 2007	
Examination	July 2007	
Receipt of Inspector's binding report	Jan 2008	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	Mar- May 2008	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	All	
Key External Stakeholders	SWSA, Local Service Providers, Environmental Groups, Parish Councils, Local Business, County Highways, Infrastructure providers, Recreation and Amenity Groups, Housing Providers S Wilts LA21, Landowners, External Agencies (EA, EN, EH) + others as issues arise.	
Political oversight	Sponsor - P & ED Portfolio Holder <ul style="list-style-type: none"> • Early parish and district councillor input on principles • P & ED Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Extensive engagement of key stakeholder groups and the promotion of a wide debate about the long term aspirations in the district.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 1.5 FTE (Forward Planning) & inputs from Community Initiatives, Strategic Housing, Economic Development. Use of external facilitators at key events may be appropriate <i>Resources</i> : within identified budgets <i>Special Needs</i> : extensive consultation, broad survey work	
Survey/Information Requirements	Community Objectives, Spatial Vision Exercise, Community Facilities Survey, Workspace Study, Housing Needs Survey, Extensive Sustainability Appraisal, Economic Development Strategy, Employment Land Monitoring & Occupancy Study, Open Space Audit, Education Proposals, PCT Strategy, Social Inclusion	
Monitoring and Review		
Monitoring Arrangements	Key Output Indicators as measures of high level objectives set out in the Core Strategy. Policy specific measures may be needed as appropriate to assess effectiveness. Reporting via AMR to feed LDS and Evidence Base. Indicators to link up to consistent formats with RSS or other relevant plans.	

Salisbury District Council Local Development Scheme (LDS) – Revised Submission Draft - May 2005

Project Plan for the Core Strategy DPD

ID	Task Name	Start	End	Duration	2005				2006												2007												2008											
					Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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6	Approval by P & ED Scrutiny	02/03/06	15/03/06	2w	Approval by P & ED Scrutiny																																							
7	Approval by Cabinet	02/03/06	05/04/06	5w	Approval by Cabinet																																							
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40	Publication and Distribution	31/03/08	23/05/08	8w	Publication and Distribution																																							

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
DELIVERING SUSTAINABLE COMMUNITIES SPD		
Document Details		
Role and Subject	To provide detailed advice on the implementation of a number of policies within the Sustainable Communities DPD.	
Geographic Coverage	District Wide	
Document Type/ Status	Supplementary Planning Document	
Chain of Conformity	Core Strategy > District Wide Policies - Sustainable Communities DPD	
Timetable		
STAGE	DATES	
Research and Preparation of draft SPD alongside Preferred Options in Sustainable Communities DPD	Jun 2006 - Jul 2007	
Public Consultation	Jan – Feb 2008	
Consideration of Representations and revision of SPD	Mar -April 2008	
Adoption and Publication of SPD (alongside adoption of Sustainable Communities DPD)	May 2008	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Development Control, Community Initiatives, SWSA	
Key External Stakeholders	Local Service Providers, Parish Councils, Local Businesses, County Highways, Infrastructure providers, Recreation and Amenity Groups, Housing Providers	
Political oversight	<ul style="list-style-type: none"> • P & ED Scrutiny Panel consideration prior to consultation • Cabinet adoption of SPD 	
Community & Stakeholder Engagement	Focused consultation with key stakeholders and interested parties in the main DPD policies.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 0.25 FTE (Forward Planning) <i>Resources</i> : Within identified budgets <i>Special Needs</i> : inputs from market viability and best practice	
Survey/Information Requirements	As parent DPD	
Monitoring and Review		
Monitoring Arrangements	There are likely to be a wide range of measures associated with differing strands of policies. The effectiveness of the SPD lies in the ease by which the DPD policies are implemented.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
PLANNING OBLIGATIONS SPD		
Document Details		
Role and Subject	To set out the council's approach to planning obligations, particularly in terms of the scope of obligations, the proposed manner of contributions expenditure and other requirements in line with the relevant Planning Circular.	
Geographic Coverage	District Wide	
Document Type/ Status	Supplementary Planning Document	
Chain of Conformity	Core Strategy > District Wide Policies - Sustainable Communities DPD	
Timetable		
STAGE	DATES	
Research and Preparation of draft SPD alongside Preferred Options in Core Strategy and Sustainable Communities DPD	Jun 2006 - Jul 2007	
Public Consultation	Jan – Feb 2008	
Consideration of Representations and revision of SPD	Mar -April 2008	
Adoption and Publication of SPD (alongside adoption of Sustainable Communities DPD)	May 2008	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Finance, Legal, SWSA.	
Key External Stakeholders	Service providers likely to benefit from planning obligations,	
Political oversight	Sponsor – P & ED Portfolio Holder • Scrutiny Panel and Cabinet oversight through consultation process • Cabinet Adoption of SPD	
Community & Stakeholder Engagement	Focused consultation with key stakeholders and interested parties in the main DPD policies.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 0.25 FTE (Fwd Planning) 0.25 FTE (Legal) <i>Resources</i> : Within identified budget <i>Special Needs</i> : Clear guidance from ODPM about the framework for planning obligations and associated tariffs.	
Survey/Information Requirements	Housing Need Survey, Open Space Audit, Community Facilities Survey, County Council Departments	
Monitoring and Review		
Monitoring Arrangements	Monitoring will be focused on whether the obligations address demands of new development assessing whether contributions are set at an appropriate level.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
SITE SPECIFIC ALLOCATIONS		
Document Details		
Role and Subject	To identify detailed locations for development proposals including housing, employment and other key land uses where land is required to be allocated. Specific land use allocations in settlements where Action Area Plans are proposed will be made in those documents.	
Geographic Coverage	Site Specific	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Core Strategy > District Wide Policies	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Oct 2006 – Mar 2007	
Public Consultation on Issues and Options	Apr – May 2007	
Public Participation on Preferred Options	Sept – Oct 2007	
Consideration of Representations and Preparation of Submission Draft DPD	Oct 2007 – Jan 2008	
Submission of draft DPD to Secretary of State	17 th Jan 2008	
Public Consultation on Submission DPD	Jan – Feb 2008	
Examination	Jul – Aug 2008	
Receipt of Inspector's binding report	Feb 2009	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	Feb – May 2009	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Strategic Housing, Economic Development, Environmental Services	
Key External Stakeholders	Local communities, landowners and developers, service providers, county highways, environmental organisations, SWSA and other consultees on specialist issues.	
Political oversight	Sponsor – P & ED Portfolio Holder <ul style="list-style-type: none"> • Focused Community Engagement Process • Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Consultation events in communities where realistic sites options are pursued.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 1.0 FTE (Fwd Planning) Key teams (particularly MEDT and Strategic Housing) to be involved where required. <i>Resources</i> : Within identified budget <i>Special Needs</i> : Detailed consultation with communities where sites are identified as options	
Survey/Information Requirements	Housing Need Survey, Workspace Strategy, Open Space Audit, Design Appraisals, Land Use Study (Urban Capacity), Specific site based studies (incl. landscape, highway impacts, etc.)	
Monitoring and Review		
Monitoring Arrangements	Sustainability Appraisal should enable the full impacts of site developments to be examined and compared.	

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Project Plan for the Site Specific Allocations DPD

ID	Task Name	Start	End	Duration	2006			2007												2008												2009														
					Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
1	COMMENCE - RESEARCH PHASE	02/10/06	05/01/07	14w	[Gantt bar]																																									
2	Pre Consultation	08/01/07	16/02/07	6w	[Gantt bar]																																									
3	Prepare Issues and Options Paper	08/01/07	16/03/07	10w	[Gantt bar]																																									
4	Prepare Stage 1 Sustainability Appraisal	19/02/07	16/03/07	4w	[Gantt bar]																																									
5	Consultation Design	08/01/07	12/01/07	1w	[Gantt bar]																																									
6	Approval by P & ED Scrutiny	19/03/07	30/03/07	2w	[Gantt bar]																																									
7	Approval by Cabinet	19/03/07	18/04/07	4w 3d	[Gantt bar]																																									
8	CONSULTATION ON ISSUES & OPTIONS	19/04/07	30/05/07	6w	[Gantt bar]																																									
9	Examination of Consultation	31/05/07	20/06/07	3w	[Gantt bar]																																									
10	Prepare Preferred Options Paper	21/06/07	15/08/07	8w	[Gantt bar]																																									
11	Prepare Stage 2 Sustainability Appraisal	21/06/07	18/07/07	4w	[Gantt bar]																																									
12	Consultation Design	21/06/07	27/06/07	1w	[Gantt bar]																																									
13	Approval by P & ED Scrutiny	16/08/07	05/09/07	3w	[Gantt bar]																																									
14	Approval by Cabinet	16/08/07	12/09/07	4w	[Gantt bar]																																									
15	CONSULT ON PREFERRED OPTIONS	13/09/07	24/10/07	6w	[Gantt bar]																																									
16	Examination of Consultation	25/10/07	14/11/07	3w	[Gantt bar]																																									
17	Prepare Submission DPD	15/11/07	19/12/07	5w	[Gantt bar]																																									
18	Prepare Stage 3 Sustainability Appraisal	15/11/07	12/12/07	4w	[Gantt bar]																																									
19	Consultation Design	15/11/07	21/11/07	1w	[Gantt bar]																																									
20	Approval by P & ED Scrutiny	20/12/07	09/01/08	3w	[Gantt bar]																																									
21	Approval by Cabinet	20/12/07	16/01/08	4w	[Gantt bar]																																									
22	SUBMISSION TO SOS	17/01/08	17/01/08	1d	[Gantt bar]																																									
23	Request Examination by PINS	17/01/08	17/01/08	1d	[Gantt bar]																																									
24	Examination Preparation (bookings, etc)	17/01/08	17/01/08	0w	[Gantt bar]																																									
25	CONSULT ON SUBMISSION DRAFT	17/01/08	27/02/08	6w	[Gantt bar]																																									
26	Examination of Consultation	28/02/08	12/03/08	2w	[Gantt bar]																																									
27	Advertise Valid Alternatives	13/03/08	23/04/08	6w	[Gantt bar]																																									
28	Examination Preparations	24/04/08	18/06/08	8w	[Gantt bar]																																									
29	PRE EXAMINATION MEETING	19/06/08	19/06/08	1d	[Gantt bar]																																									
30	Examination Final Preparations	20/06/08	17/07/08	4w	[Gantt bar]																																									
31	EXAMINATION	18/07/08	07/08/08	3w	[Gantt bar]																																									
32	Drafting of Inspectors Report	08/08/08	01/01/09	21w	[Gantt bar]																																									
33	INTERIM INSPECTORS REPORT	02/01/09	02/01/09	1d	[Gantt bar]																																									
34	Report Checking Period	05/01/09	16/01/09	2w	[Gantt bar]																																									
35	Finalisation of Inspectors Report	19/01/09	06/02/09	3w	[Gantt bar]																																									
36	FINAL INSPECTORS REPORT	09/02/09	09/02/09	1d	[Gantt bar]																																									
37	Incorporate Inspectors Findings	10/02/09	09/03/09	4w	[Gantt bar]																																									
38	ADOPT BY FULL COUNCIL	10/03/09	23/03/09	2w	[Gantt bar]																																									
39	Legal Challenge Period	24/03/09	04/05/09	6w	[Gantt bar]																																									
40	Publication and Distribution	24/03/09	18/05/09	8w	[Gantt bar]																																									

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
SALISBURY ACTION AREA PLAN		
Document Details		
Role and Subject	Salisbury City is the main centre of the district, acting as a focal point for a wide rural catchment. The city has its own distinct character and issues which would benefit from a comprehensive planning approach. Furthermore the emerging RSS is likely to identify Salisbury as a significant settlement. The council is seeking to undertake a visioning exercise which will seek views on the future evolution of the city. This exercise will take into account opportunities arising from the redevelopment of the Maltings, some car parks in light of the implementation of Park and Ride and demands for new office space which can then be planned for in this AAP.	
Geographic Coverage	Salisbury (detailed extent to be defined)	
Document Type/ Status	Development Plan Document - Action Area Plan	
Chain of Conformity	Core Strategy > District Wide Policies	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	The timetables for this AAP is dependent upon the completion of the Vision for Salisbury Exercise but should be in line with the Site Specific Allocations DPD.	
Public Consultation on Issues and Options		
Public Participation on Preferred Options		
Consideration of Representations and Preparation of Submission Draft DPD		
Submission of draft DPD to Secretary of State		
Public Consultation on Submission DPD		
Examination		
Receipt of Inspector's binding report		
Adoption and Publication of Document with Associated Revisions to the Proposals Map		
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Conservation, Community Initiatives, Property Services, Transportation,	
Key External Stakeholders	City Centre Mgmt, Civic Society, Chamber of Commerce, SWSA, Environmental Organisations, Residents Groups, etc.	
Political oversight	Sponsor – To be confirmed <ul style="list-style-type: none"> • Community Engagement Process within visioning exercise • P & ED Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	The AAP will be based upon a visioning exercise for the city to be undertaken in 2005-06 that will seek to consult widely about the future of the city amongst stakeholders and the public at large.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 0.5 FTE (Fwd Planning), 0.25FTE (Econ Development) & wide involvement of local interests <i>Resources</i> : Within identified budget <i>Special Needs</i> : Focused time from City Area Community Planner, larger scale public engagement requirement	
Survey/Information Requirements	Neighbourhood Study, City Centre Vision, Retail Study, Churchfields Study, Parking Appraisal, Transport Plan, Land Use Study (Urban Capacity), Open Space Audit	
Monitoring and Review		
Monitoring Arrangements	Measures will need to examine various defined functions of the city such as employment generation, retail vacancy rates, land use change. These will need to be supplemented by more detailed indicators to examine how local policies are being applied.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
THE ECONOMY		
Document Details		
Role and Subject	To provide a range of policies that will facilitate appropriate economic development across the district and respond to the needs of the business community.	
Geographic Coverage	District Wide	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Core Strategy	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Sep 2007- Mar 2008	
Public Consultation on Issues and Options	Apr – May 2008	
Public Participation on Preferred Options	Aug – Sept 2008	
Consideration of Representations and Preparation of Submission Draft DPD	Oct – Dec 2008	
Submission of draft DPD to Secretary of State	19 th Dec 2008	
Public Consultation on Submission DPD	Jan - Feb 2009	
Examination	Jun 2009	
Receipt of Inspector's binding report	December 2009	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	January 2010	
Production and Participation		
Departmental Lead	Forward Planning / Economic Development	
Other Key SDC Departments	Transportation	
Key External Stakeholders	Economic Partners (Chamber of Commerce, City Centre Management, SWEP, Salisbury Tourism Partnership, Federation of Small Business) (5EP), Tourist bodies, Agricultural representatives, Skills & Learning, SWERDA	
Political oversight	Sponsor – P & ED Portfolio Holder <ul style="list-style-type: none"> • Early input from SWEP on scope and principles • P & ED Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Focused engagement with local business and chambers of commerce. Will make use of existing economic partner forums.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 0.5FTE (Economic Development), 0.5FTE (Fwd Plg) <i>Resources</i> : Within identified budgets <i>Special Needs</i> : None identified at this time	
Survey/Information Requirements	Wilts Workspace Strategy, Economic Development Strategy, Employment Land Monitoring.	
Monitoring and Review		
Monitoring Arrangements	Broad economic indicators can be used to link to the Core Strategy's objectives, more detailed measures can be used, for example, to examine the types of business uses being developed. Monitoring will need to be consistent with regional and local formats.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
NATURAL ENVIRONMENT		
Document Details		
Role and Subject	To establish policies that will act to preserve the natural heritage of the district but which acknowledge that development may be appropriate and beneficial if carefully undertaken.	
Geographic Coverage	District wide (some aspects will relate to defined designated areas)	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Core Strategy	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Sep 2007- Mar 2008	
Public Consultation on Issues and Options	Apr – May 2008	
Public Participation on Preferred Options	Aug – Sept 2008	
Consideration of Representations and Preparation of Submission Draft DPD	Oct – Dec 2008	
Submission of draft DPD to Secretary of State	19 th Dec 2008	
Public Consultation on Submission DPD	Jan - Feb 2009	
Examination	Jun 2009	
Receipt of Inspector's binding report	December 2009	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	January 2010	
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Community Initiatives	
Key External Stakeholders	AONB Forum, English Nature, Environment Agency, Landscape Advisors, Wildlife Trusts, Local Wildlife Volunteer Groups, Wilts & Swindon BioRecords, County Ecologist	
Political oversight	Sponsor – P&ED and E&T Portfolio Holders <ul style="list-style-type: none"> • Early roundtable forum of members and external stakeholders • Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Focused engagements with key stakeholders to establish key priorities. Consultation with local communities and wildlife interest groups. LA21 Forum have expressed interest in holding events on this issue.	
Resources and the Evidence Base		
Internal Resources	Staffing : 0.5FTE (Forward Planning), 0.25FTE Community Environment Officer, 0.25FT Parks Service Resources : Within identified budgets	
Survey/Information Requirements	Landscape Appraisal, Biological Records Outputs, BAPs, HAPs	
Monitoring and Review		
Monitoring Arrangements	Monitoring will take account of study outputs from external partners. At a local level monitoring will aim to examine impacts of individual developments as a means to refine development criteria or improve planning conditions. Monitoring of this policy theme will need to be especially careful to ensure that it is focused on what the LDF can deliver and control.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
DESIGN AND CONSERVATION		
Document Details		
Role and Subject	To provide an appropriate range of policies to manage and improve the quality of design in new developments, and to put in place adequate policies to protect the historic built environment.	
Geographic Coverage	District wide (some aspects will relate to defined Conservation Areas)	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Core Strategy	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Sep 2007- Mar 2008	
Public Consultation on Issues and Options	Apr – May 2008	
Public Participation on Preferred Options	Aug – Sept 2008	
Consideration of Representations and Preparation of Submission Draft DPD	Oct – Dec 2008	
Submission of draft DPD to Secretary of State	19 th Dec 2008	
Public Consultation on Submission DPD	Jan - Feb 2009	
Examination	Jun 2009	
Receipt of Inspector's binding report	December 2009	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	January 2010	
Production and Participation		
Departmental Lead	Design Advisor & Conservation Team	
Other Key SDC Departments	Environmental Services, Strategic Housing, Community Initiatives	
Key External Stakeholders	Civic Society, Design Forum, CABE, EHTF, English Heritage, County Archaeologist, County Highways, SWSA	
Political oversight	Sponsor - P & ED Portfolio Holder <ul style="list-style-type: none"> • Early input from Design Forum on principles • P & ED Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Focused engagement – key engagement with specialist bodies with opportunities to design community led design awareness through encouragement of Village Design Statements, local design awards, etc.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 0.5FTE (Design), 0.5FTE (Conservation), 0.25FTE (Fwd Plg) <i>Resources</i> : within identified budgets <i>Special Needs</i> : Possible need to second design expertise from Development Control on a part time basis	
Survey/Information Requirements	Update work on existing draft Design Guide for subsequent adoption as SPD.	
Monitoring and Review		
Monitoring Arrangements	Design remains a very subjective matter to measure. Technical indicators may be appropriate in certain instances. Other measures will be developed in conjunction with policies.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
GENERAL DEVELOPMENT		
Document Details		
Role and Subject	To set out a range of policies with general applicability that can address more detailed planning legislation and technical requirements.	
Geographic Coverage	District wide	
Document Type/ Status	Development Plan Document	
Chain of Conformity	Core Strategy	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	Sep 2007- Mar 2008	
Public Consultation on Issues and Options	Apr – May 2008	
Public Participation on Preferred Options	Aug – Sept 2008	
Consideration of Representations and Preparation of Submission Draft DPD	Oct – Dec 2008	
Submission of draft DPD to Secretary of State	19 th Dec 2008	
Public Consultation on Submission DPD	Jan - Feb 2009	
Examination	Jun 2009	
Receipt of Inspector's binding report	December 2009	
Adoption and Publication of Document with Associated Revisions to the Proposals Map	January 2010	
Production and Participation		
Departmental Lead	Forward Planning and Development Control	
Other Key SDC Departments	Legal Services	
Key External Stakeholders	Utility providers, Statutory undertakers	
Political oversight	Sponsor P&ED Portfolio Holder <ul style="list-style-type: none"> • Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Focused engagement of development control, Parish Councils. GOSW are likely to be key consultees in light of the legal application of national PPS guidance	
Resources and the Evidence Base		
Internal Resources	Staffing : 0.75FTE (Forward Planning) 0.5FTE (Development Control) Resources : Within identified budget Special Needs : None identified at this time	
Survey/Information Requirements	Best Practice Advice, Appraisals of existing policies	
Monitoring and Review		
Monitoring Arrangements	Detailed monitoring of policies and development criteria, including the weight given to them in Appeals, will allow policies to be adapted over time to deliver better developments that are able to contribute to meeting Core Strategy objectives.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
AMESBURY ACTION AREA PLAN		
Document Details		
Role and Subject	Amesbury has undergone a significant level of change in the past few years and this trend is likely to continue. New employment development, the need for regeneration of the town centre and opportunities provided by the Stonehenge Visitor Centre all represent areas that would benefit from an Area Action Plan. The trigger for this work will be results of a Market and Coastal Towns Study that is currently being undertaken.	
Geographic Coverage	Amesbury – extent to be defined	
Document Type/ Status	Development Plan Document - Action Area Plan	
Chain of Conformity	Core Strategy > District Wide Policies	
Timetable		
STAGE	DATES	
Pre production/Survey Work/Early Community Engagement	The timetable for this AAP is dependent upon the completion of the Market and Coastal Towns Initiative Study.	
Public Consultation on Issues and Options		
Public Participation on Preferred Options		
Consideration of Representations and Preparation of Submission Draft DPD		
Submission of draft DPD to Secretary of State		
Public Consultation on Submission DPD		
Examination		
Receipt of Inspector's binding report		
Adoption and Publication of Document with Associated Revisions to the Proposals Map		
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Economic Development, Community Initiatives	
Key External Stakeholders	Amesbury Town Council, Market & Coastal Town Working Group, Wiltshire County Council, Chamber of Commerce, Civic Society, Environmental Organisations, Residents Groups, Environmental Groups, MOD, Service Providers, SWSA	
Political oversight	Sponsor – Amesbury Members <ul style="list-style-type: none"> • Community Engagement Process facilitated by elected members • Scrutiny Panel and Cabinet consideration throughout process • Full Council Adoption of LDD 	
Community & Stakeholder Engagement	Localised consultation making use of networks forged through the Market and Coastal Town exercise.	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : 0.5 FTE (Fwd Planning), Community Led exercise should act to pave the way for reducing resource requirements <i>Resources</i> : Within identified budget <i>Special Needs</i> : Focused time from Amesbury Area Community Planner	
Survey/Information Requirements	Retail and Local Business Study, Open Space Audit, Design Appraisal, other studies as identified in the Mkt & Coastal Towns Study, Land Use Study (Urban Capacity)	
Monitoring and Review		
Monitoring Arrangements	Measures will need to examine defined objectives for Town Centre improvement which have yet to be fully defined.	

LOCAL DEVELOPMENT DOCUMENT PROFILE		LDS2004
VILLAGE DESIGN STATEMENT SPD		
Document Details		
Role and Subject	To provide detailed local design guidance within identified communities.	
Geographic Coverage	Localised	
Document Type/ Status	Supplementary Planning Document	
Chain of Conformity	Core Strategy > District Wide Policies (Design & Conservation)	
Timetable		
STAGE	DATES	
Research and Preparation of draft SPD	The timetables of all the emerging VDS are dependent upon community action.	
Public Consultation on Issues and Options		
Consideration of Representations and revision of SPD		
Adoption and Publication of SPD		
Production and Participation		
Departmental Lead	Forward Planning	
Other Key SDC Departments	Development Control	
Key External Stakeholders	Service providers, local residents, county highways.	
Political oversight	<ul style="list-style-type: none"> • Area Committee approval of consultation drafts, • Cabinet Adoption of SPD 	
Community & Stakeholder Engagement	Localised engagement organised by local community but overseen by planning officer liaison	
Resources and the Evidence Base		
Internal Resources	<i>Staffing</i> : ad hoc support to Parish VDS working groups <i>Resources</i> : Within identified budget <i>Special Needs</i> : None	
Survey/Information Requirements	Local surveys of built character undertaken by community	
Monitoring and Review		
Monitoring Arrangements	Limited monitoring scope - parishes are asked to keep a note of the number of times a VDS is used in decision making (and results of its use) as a means to identify means of improvement and future review.	

APPENDIX B**REVIEW OF EXISTING LOCAL PLAN POLICIES AND ASSOCIATED GUIDANCE**

The table below sets out where current Local Plan policies will be transferred to as part of the process of evolving towards the Local Development Framework. Until the relevant LDD is adopted, readers should note that the current Local Plan policies will remain **'saved'** for the determination of planning applications until new LDF policies are adopted in the relevant DPD.

LDD NAME	EXISTING ADOPTED LOCAL PLAN POLICIES TO BE INCORPORATED
Core Strategy	
	G1, G3, G9, G13, D1, H1, H8, (H16), H22, H23, H24, C1, C2, C9, C10, C16, C17, S4, TR1, TR3, TR16, TR17, R5, R18, PS8
District Wide Policies DPDs	
Sustainable Communities	H8, H16, H17, H18, (H24), H25, H26, H27, H28, H29, H34, E13, E14B, E16, C15, TR13, R1A, R1B, R1C, R2, R3, R4, R6, R16, R17, R19, R20, PS1, PS2, PS3, PS5, PS6
Design & Conservation	G6, G11, D2, D3, D7, D8, H19, H20, H21, CN1-CN24, C23, (C24), S10, TR11, TR12, TR14, TR18, PS7
Natural Environment	G8, C4, C5, C6, C7, C8, C11, C12, C13, C14, C18, (R19)
The Economy	E17, E18, E19, E20, E21, C19, C20, C21, (C22), (S4), S9, S11, S12, (R15), T1, T2, T4, T5, T6, T7, T8, T9
General Development	G2, G4, G5, G7, G10, G12,(H22), H30, H31, H32, H33, E15, C3, C22, C24
Area Specific Policy DPDs	
Salisbury AAP	D4, D5, D6, H2E, H3, H4, H5, H6, H7, E2, E3, E4, E5, E6, S1, S2, S3, S5, S6, S7, TR2, TR4, TR5, TR6, TR8, TR9, TR10, R14, PS9
Amesbury AAP	E8A, S1, S2, S3, S8
New Forest AAP	HA1 – HA16
Site Specific Allocations	H10, H11A, H12, H14, H15, E8B, E10, E12, E14A, TR20, R9, R10, R11, R12, R13, T3, PS4

Supplementary Planning Guidance which will remain in use by the council

Delivering Affordable Housing Sustainable Development (to be adopted 6/05)
 Creating Places Design Guide (to be adopted in 2005)
 Downton VDS

Amesbury (H9) Development Brief
 Old Sarum (H2D/E1) Development Brief
 Downton Road (H2F) Development Brief
 Durrington (H12) Development Brief (to be adopted 8/05)

APPENDIX C : MAINTENANCE OF THE EVIDENCE BASE

Document or Study Name	Description/ Commentary	Current Version	Relevant LDD	Timescale for Review	Authorship
Housing Land Availability	A basic analysis of residential land supply at a strategic perspective. The council will evolve a joint system with WCC in coming years to better monitor detailed housing characteristics	Published April 2004	Core Strategy Sustainable Communities Site Specific Allocations	Annual	Wiltshire County Council
Housing Trajectory	A analysis of housing supply (based on the Housing Land Availability Study) which aims to show whether the council is on target to deliver its district wide housing requirement	A new requirement to be set out in the LDF Annual Monitoring Report - None in place	Core Strategy Sustainable Communities Site Specific Allocations	Annual – within the Annual Monitoring Report. Will be drawn up as part of work towards the Site Specific Allocations DPD	SDC Forward Planning (in conjunction with WCC)
Housing Market Assessment	Scope to be agreed with Regional Housing Body, but will be a better means to match housing supply with local demand	None in place	Core Strategy Sustainable Communities Site Specific Allocations	Yet to be commissioned but should be in place by mid 2006	SDC Housing Strategy team (In partnership with other departments and external stakeholders)
Housing Needs Survey	A study of households in housing need – used as the basis to establish affordable housing targets from new developments	Current version projects for the period 2001-2006	Core Strategy Sustainable Communities Site Specific Allocations	New survey to be undertaken in 2005 – Due for completion November 2005	External Consultants overseen by SDC Housing Strategy and Forward Planning teams
Urban Capacity Study	A study of the potential capacity of settlements to accommodate additional housing (and alternative uses). Focus is primarily on brownfield land	Undertaken in 2002	Core Strategy Sustainable Communities Site Specific Allocations	Study to be undertaken alongside Community Facilities Survey, Employment Land Review and Open Space Audit. Due for completion at the end of 2005.	SDC Forward Planning
Retail Study	A study of future retail trends which is used to identify the need for additional retail floorspace – principal focus on food and non-food retail	Current version projects for the period 1999-2011	Core Strategy Sustainable Communities The Economy	New Study to be commissioned from consultants during 2005/06	External Consultants overseen by SDC Forward Planning team. Key Partners will be the City Centre Manager and Econ. Dev. Team.

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Document or Study Name	Description/ Commentary	Current Version	Relevant LDD	Timescale for Review	Authorship
Community Facilities Survey	A wide study of services and facilities available across the district. An existing Wiltshire County Council baseline study will be used to underpin a more qualitative appraisal of the quality of provision.	WCC study last undertaken in 2001	Core Strategy Sustainable Communities The Economy	Study to be undertaken alongside Urban Capacity Study, Employment Land Review and Open Space Audit. Due for completion at the end of 2005.	SDC Forward Planning,, Inputs from Community Initiatives and consultation with Parish Councils/ Local interest Groups
Open Space Audit	A qualitative assessment of Public Open Space which will be used to properly assess provision and indicate whether the narrow use of developer contributions for sport and recreation should be widened	Basic open space Survey undertaken in 2001	Core Strategy Sustainable Communities Site Specific Allocations	Study to be undertaken alongside Urban Capacity Study, Employment Land Review and Community Facilities Survey. Due for completion at the end of 2005	SDC Forward Planning - Inputs from Community Initiatives and consultation with Parish Councils/ Local interest Groups
Employment Land Review	A detailed assessment of employment land resources across the district which will be informed by market demands. The study is essential to safeguard important local workspace from speculative housing development	County Council currently undertakes regular quantitative monitoring of land availability.	Core Strategy Sustainable Communities Site Specific Allocations	Study to be undertaken alongside Urban Capacity Study, Open Space Audit and Community Facilities Survey. Due for completion at the end of 2005	SDC Economic Development (with support and survey input from Forward Planning)
Salisbury City Vision Exercise	A wide ranging study of Salisbury with a view to focusing on future outcomes and directions for change and growth	A one off study which when in place will be kept under review	Core Strategy The Economy Sustainable Communities Site Specific Allocations Natural Environment Salisbury AAP	Scope of the study set out in report to be presented to the Cabinet in the coming months	External Consultants/Facilitators overseen by SDC Members and Policy Directors. Will draw upon inputs from a wide range of interests.
Market and Coastal Town Studies (MCTIs)	Countryside Agency methodology to derive a community driven strategy for the maintenance and revitalisation small local centres	None completed as yet	Amesbury AAP and other AAPs in due course	Amesbury, Wilton and Tisbury are pursuing MCTIs. Timescales for completion are community driven. All likely to be completed by end of 2006/07	Community led – will draw upon a range of interests appropriate to the issues affecting the localities
Workspace Study – (Market Needs Analysis)	An appraisal of future employment sector demands based on trends in business and industry	None in place	Core Strategy The Economy Sustainable Communities Site Specific Allocations	Due for completion May 2005	External consultancy overseen by partnership of Wilts Local Authorities

Appendix D

RISK ASSESSMENT – understanding factors that may affect delivery of the LDF

In preparing this Local Development Scheme, the council has identified a number of areas of risk and has given consideration to how they can be eliminated or reduced

ISSUE	CONSIDERATIONS AND MITIGATION
Staff Turnover	The small number of professional planners in the forward planning team means that a turnover of staff has a great potential to cause the programme to slip. This risk can be overcome in part through using staff resources from other Departments within the council. This has the additional benefit of widening the knowledge base. This approach should minimise the short-term impact, however, resource implications of the Local Development Framework should be included within annual monitoring. An appraisal of the Local Development Scheme could then be carried out, should any unforeseen problems arise.
Council Procedure	The more internal consultations that take place in order to make a decision, the greater the risk of slippage for the programme. The council will seek to strike the right balance to ensure that the necessary council member and officer involvement is achieved, without any unnecessary burden on the production of the Local Development Documents. The Portfolio holder for Planning & Economic Development will aid in facilitating this.
Change of Administration	It is likely that local elections will take place during the period of this work programme. As a result it is fair to acknowledge that a change of political leadership may result in demands for a change in direction. Elected members will need to be aware that the room for manoeuvre will be constrained by performance requirements expected by the ODPM, as well as the logical approach which the LDF/SEA requires.
“Soundness” of Development Plan Documents	The council will minimise the risk that the DPDs are not soundly based in terms of content, and the process by which they are produced, through appropriate project management and consultation in respect of its evidence base. The council will also liaise with Government Office for the South West through the production stages, and prior to submission of the DPDs.
Capacity of External Bodies	<p>The new LDF system will place increased pressure on external consultees such as English Nature, the Environment Agency and even community groups to provide feedback on policies, proposals and in particular Sustainability Appraisal information. The council will establish good working links with these groups and agencies to ensure that appropriate submission dates will allow the key LDS milestones to be achieved.</p> <p>Additionally, the current capacity of the Planning Inspectorate is not sufficient to be fully able to cope with the volume of independent examinations and the effect this will have on timescales for the delivery of LDF component documents is acknowledged. To address this matter, this LDS will be reviewed by the Planning Inspectorate and a Service Level Agreement will be put in place to ensure that the council’s programme can be delivered in the identified timescales</p>
Financial Planning	The council will integrate annual reviews of its LDS into the Portfolio Planning and Budget processes to ensure that the LDS remains aligned with the council’s priorities. This should also ensure that realistic resource levels are allocated to the LDF.

GLOSSARY OF TERMS

- AAP Area Action Plan**
These Plans will focus upon implementation, providing an important mechanism for ensuring development of an appropriate, scale, mix and quality for key areas of opportunity, change or conservation.
- AMR Annual Monitoring Report**
Authorities are required to produce an AMR to assess the implementation of the LDS and the extent to which policies in LDDs are being achieved.
- BAP Biodiversity Action Plan**
A document, usually prepared on a county wide basis, whose aim is to identify measures which will safeguard and enhance the long term populations of distinctive plant and animal species.
- CABE Commission for Architecture and the Built Environment**
National organisation concerned with the proportion of improved design standards in new development.
- DPD Development Plan Document**
A collective name for the documents that a local planning authority must prepare which have to be subject to rigorous procedures of community involvement, consultation and independent examination.
- EHTF English Historic Towns Forum**
Advisory body aimed at promoting good design and built environment practice in historic English towns.
- E&T Environment & Transport**
(Also see P&ED Below) The Council divides its activities into four portfolio areas that reflect work areas the council is concerned with. Environment & Transport is one portfolio. The membership of the E&T portfolio structure (and C&H (Community & Housing)) will be encouraged to actively participate in appropriate DPDs although the Planning & Economic Development portfolio will be the lead.
- GOSW Government Office for the South West**
This is the regional office of the Office of the Deputy Prime Minister (ODPM) which has the task of overseeing the new LDF system in accordance with the legislation, Planning Policy Statement 12 and other appropriate national and regional guidance.
- HAP Habitat Action Plan**
A document, usually prepared on a county wide basis, whose aim is to identify and safeguard threatened wildlife habitats and promote restoration/ recreation where possible,.
- LA21 Local Agenda 21**
A process by which local authorities work with local communities to develop a programme of activity that would support the ideas of sustainable development. South Wiltshire Agenda 21 (SWA21) is the name of Salisbury District's LA21 forum.
- LDF Local Development Framework**
The LDF contains a portfolio of LDDs that will provide the local planning authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development of land.
- LDD Local Development Document**
A generic term for all documents that are subcomponents of the LDF. LDDs include Core Strategy, SCI, DPDs, and SPDs
- LDS Local Development Scheme**
The LDS sets out the programme for preparing the LDDs
- MEDT Marketing, Economic Development and Tourism**
A department of the council concerned with promoting economic activity within the district.
- ODPM Office of the Deputy Prime Minister**
The government department responsible for planning.

P& ED Planning & Economic Development

The Council divides its activities into four portfolio areas that reflect work areas the council is concerned with. Planning & Economic Development is the portfolio that contains the LDF process. Each portfolio is overseen politically by a Portfolio Holder (and deputy) who is a member of the Cabinet. Each portfolio also has a Overview and Scrutiny Panel which is concerned with examining aspects of the administration's proposals as well as formulating its own policy ideas.

PINS The Planning Inspectorate

A governmental organisation concerned with the independent review of planning decisions. PINS are required to examine all DPDs using a test of soundness

PPS Planning Policy Statements

Government statements of national planning policy, being phased in to supersede Planning Policy Guidance notes (PPGs)

RSS Regional Spatial Strategy

The RSS, incorporating a regional transport strategy, provides a spatial framework to inform the preparation of LDFs, local transport plans and regional and sub-regional strategies and programmes that have a bearing on land-use activities.

SA Sustainability Appraisal

Assessment of the social, economic, and environmental impacts of the policies and proposals contained within the LDF and designed to fulfil the requirements of the SEA Directive

SCI Statement of Community Involvement

Document explaining to stakeholders and the community, how and when they will be involved in the preparation of the LDF, and the steps that will be taken to facilitate this involvement.

SDC Salisbury District Council

SEA Strategic Environmental Assessment

Assessment of the broader environmental impacts of the policies and proposals contained within the LDF (in line with SEA Directive 2002)

SOS Secretary of State

The most senior government minister responsible for the planning system

SPD Supplementary Planning Document

SPDs are designed to elaborate upon the policies and proposals in DPDs in a less technical form

SWEP South Wiltshire Economic Partnership

An alliance of organisations concerned with promoting economic development in Salisbury District

SWERDA South West Regional Development Agency

Regional organisation concerned with promoting economic activity in the south west. Its remit is changing to reflect a more balanced social and environmental focus to its core activity.

SWSA South Wiltshire Strategy Alliance

The local body charged with the production of the Community Strategy and Community Plans. Made up of a wide spectrum of local interests (e.g. Primary Care Trust, Police, Wildlife and Transport representatives) it aims to align and focus resources towards community needs and aspirations.

VDS Village Design Statement

A community led initiative aimed at identifying built local character as a means to inform decision making in respect of planning applications in the locality concerned.