

West Berkshire Local Plan

Local Development Scheme

March 2025

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Summary of the Local Development Scheme

The government requires that all local planning authorities produce a Local Development Scheme (LDS) which sets out the Development Plan Documents (DPDs) that it will produce as part of its Local Plan. This LDS therefore explains what documents will be included in the West Berkshire Local Plan, when each document will be produced, and when stakeholders and the public will be involved in their production. It also explains the different status of documents within the Local Plan.

The Council's first published LDS was approved by government in April 2005. Further updates were then published in April 2010, May 2012, September 2013, May 2014, March 2015, October 2015, January 2018, April 2020, April 2022, January 2023 and March 2024. This thirteenth version revises the document again and contains updates to reflect changes in circumstances since March 2024, namely changes to the timeline of the West Berkshire Local Plan Review (LPR) and the removal of the Gypsy and Traveller Accommodation DPD. The document also includes factual updates.

Documents to be prepared

The LDS shows that the Council is intending to produce the following DPD.

- West Berkshire Local Plan Review 2022-2039 (LPR)

The DPD will be accompanied by a Policies Map

Timetable

The table below summarises the key stages in the preparation of the DPD. Opportunities for community engagement are provided at key stages throughout the process in accordance with the requirements set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), and the Council's [Statement of Community Involvement](#).

Authority Monitoring Reports provide an annual update on the progress of preparing the Local Plan against key milestones and highlight any new or emerging issues which may necessitate a review of the LDS.

Timetable for the preparation of the LPR:

Development Plan Document	Formal stages of Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)				
	Regulation 18	Regulation 19	Regulation 22	Regulation 24	Regulation 26
	Public participation in the preparation of the DPD (including sustainability appraisal & scope & content of DPD)	Publication of Proposed Submission Documents	Submission to Secretary of State	Start of Independent Examination	Adoption
West Berkshire Local Plan Review 2022- 2039	To December 2022	January 2023	March 2023	April 2023	Anticipated May 2025
Policies Map	The Policies Map spatially illustrates the policies of the Local Plan on an Ordnance Survey base.				

1. Explanation of the Local Development Scheme

1.1. Introduction

The government requires that all local planning authorities produce a Local Development Scheme (LDS) which is a public statement of the Council's programme for the production of Development Plan Documents (DPDs). The LDS sets out:

- The planning documents the Council aims to produce
- The programme for producing them

The LDS has to be formally approved by the Council and be made publicly available. This is the thirteenth LDS to be produced by the Council and it supersedes all other versions.

1.2. Planning context

The [Planning and Compulsory Purchase Act](#) (2004), the [Planning Act](#) (2008), the [Localism Act](#) (2011) and the [Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#) (as amended), set out the legislative framework and statutory procedures for the current system of plan making for local authorities. The system of producing Development Plan Documents (DPDs) as part of a Local Plan allows for a number of statutory planning documents to be produced. Together, these documents provide the spatial strategy, policies and guidance for the District.

Planning policies need to be prepared in the context of the National Planning Policy Framework (NPPF), National Planning Practice Guidance (NPPG), other National Policy Statements and Regulations (e.g. [Community Infrastructure Levy](#) (CIL)) and with regard to other local plans and strategies produced by the Council and other organisations.

1.3. Development Plan Documents (DPDs)

These are the core of the Local Plan and together form part of the Development Plan which is the starting point for making planning decisions. They are prepared in consultation with the community and stakeholders and are subject to examination by an independent Planning Inspector.

The four main stages in preparing a DPD are:

- The pre-production stage, including evidence gathering by the Council on key issues and development options and consulting statutory bodies on the scope of the Sustainability Appraisal.

- The production stage, including public and stakeholder consultation by the Council on the development issues and options and the scope of the DPD and the consideration of consultation responses.
- Submission and examination stage, where the DPD will be submitted to the Secretary of State then subject to scrutiny by an independent inspector appointed by the Secretary of State who will assess the 'soundness' of the DPD. Public hearings are held by the appointed inspector. The inspector's role is to assess whether the DPD has been prepared in accordance with the Duty to Cooperate, legal and procedural requirements and whether it is sound. "Sound", means whether the DPD is:
 - **Positively prepared** – providing a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and consistent with achieving sustainable development;
 - **Justified** – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
 - **Effective** – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
 - **Consistent with national policy** – enabling the delivery of sustainable development in accordance with the policies in the Framework.
- Finally, the adoption stage, where the DPD becomes formally part of the Development Plan, and the plan is monitored and reviewed.

1.4. Other documents

Neighbourhood Development Plans (NDPs):

Through the provisions of the Localism Act 2011, town and parish councils are able to prepare Neighbourhood Development Plans and/or Orders. The production of a Neighbourhood Plan or Order has to be instigated by the relevant town/parish council and does not form part of the LDS. Once adopted, NDPs form part of the Development Plan. Currently four NDPs:

- Stratfield Mortimer
- Compton
- Hermitage and
- Cold Ash

have been adopted in West Berkshire and form part of the Development Plan.

1.5. What documents have we already prepared?

The Council has already prepared some documents either as part of or which support the [current West Berkshire Local Plan](#). These are:

- **West Berkshire Core Strategy (2006-2026) DPD** adopted 16 July 2012
- **West Berkshire Housing Site Allocations DPD** adopted 9 May 2017
- **West Berkshire Minerals and Waste Local Plan** adopted December 2022
- **Market Street Planning and Design Brief SPD** adopted on 9 June 2005
- **Quality Design – West Berkshire SPD** adopted on 19 June 2006.
- **Planning Obligations SPD** adopted 11 December 2014.
- **Pirbright Institute Site, Compton SPD** adopted on 19 September 2013
- **Sandleford Park SPD (amended)** adopted on 3 March 2015
- **Sustainable Drainage Systems SPD** adopted 6 December 2018
- **Statement of Community Involvement** adopted on 9 January 2020.
- **Authority Monitoring Reports** – produced each year

1.6. Reasons for updating the LDS

Since the publication of the Council's twelfth LDS in March 2024, there have been changes in circumstances which have resulted in the need to revise the LDS, namely, changes to the timeline of the West Berkshire Local Plan Review (LPR) and the removal of the Gypsy and Traveller Accommodation DPD and other factual updates.

The Council has removed the Gypsy and Traveller Accommodation DPD from the LDS as it awaits the occupation of Four Houses Corner Gypsy & Traveller site, following refurbishment. The Gypsy and Traveller Accommodation Assessment (GTAA) Update 2021 recommends that when the Four Houses Corner site reopens, 'a survey of households is carried out to determine long-term needs from children and young people living on the site and that the GTAA is updated accordingly'. The Council will therefore undertake a new GTAA once the refurbishment at Four Houses Corner is complete and the site is occupied. This updated evidence will then inform the preparation of a new Local Plan following the adoption of the LPR, the timetable for which will be confirmed through a further revised LDS later this year.

1.7. What documents will be prepared as part of the Local Plan in this LDS?

The following DPD will be produced:

- **West Berkshire Local Plan Review:** A 15+ year spatial strategy, with reviewed vision and strategic objectives for West Berkshire, containing policies for all non-minerals and waste development supported by reasoned justifications. This DPD will assess the future levels of need for new homes (including market, affordable and specialist housing) and employment land and other land uses and will provide an appropriate basis for housing, employment land and infrastructure provision over the plan period.

- **Policies Map:** The Policies Map spatially illustrates the policies of the Local Plan on an Ordnance Survey base. It will be updated to reflect any area specific policies in the West Berkshire Local Plan Review.

The LPR will replace the saved policies in the current [West Berkshire District Local Plan 1991-2006](#), the [West Berkshire Core Strategy](#) DPD (2012) and the [Housing Site Allocations \(HSA\) DPD](#) (2017).

Table 1 below summarises the key stages in its preparation and Appendix A sets out the programme for the document in more detail.

Table 1: Key stages in the preparation of the LPR

Development Plan Document	Formal stages of Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)				
	Regulation 18	Regulation 19	Regulation 22	Regulation 24	Regulation 26
	Public participation in the preparation of the DPD (including sustainability appraisal & scope & content of DPD)	Publication of Proposed Submission Documents	Submission to Secretary of State	Start of Independent Examination	Adoption
West Berkshire Local Plan Review 2022- 2039	To December 2022	January 2023	March 2023	April 2023	Anticipated May 2025
Policies Map	The Policies Map spatially illustrates the policies of the Local Plan on an Ordnance Survey base.				

1.8. Saved Development Plan Policies & other documents

The Council's local planning framework is currently in a state of transition between different systems. The old system, adopted under previous legislation, is represented by the remaining 'saved' policies (as amended July 2012 and May 2017) of the West Berkshire District Local Plan (adopted June 2002).

Table 2: Saved Development Plans and Policies

Saved Development Plans and Policies				
Document	Role and content	Area covered	Status	Timetable for production and review
West Berkshire District Local Plan (adopted June 2002) – Saved Policies (as amended July 2012 and May 2017) See Appendix B for details	Policies of the adopted local plan which conform with the West Berkshire Core Strategy and HSA DPD	West Berkshire	Saved Former Development Plan Policies	The Council submitted a list of proposed saved policies in August 2006. The list was agreed in September 2007. It was amended in July 2012 following adoption of the West Berkshire Core Strategy and amended again in May 2017 following adoption of the HSA DPD

Although the Council was unable to save any Supplementary Planning Guidance produced under previous legislation, the documents outlined in Appendix C are considered to give up to date and relevant guidance which supplement the saved policies of the West Berkshire District Local Plan. They are therefore considered to still be material considerations. They were all produced in consultation with the public and stakeholders and include a statement of public consultation.

1.9. Joint working arrangements and the Duty to Cooperate

West Berkshire does not exist in isolation from its neighbours and the Local Plan needs to take account of the challenges, issues and opportunities affecting the wider surrounding area at a more strategic level. The Council therefore works with surrounding authorities and others to co-ordinate policy and evidence collection on matters of strategic or cross boundary significance. The 2011 Localism Act formalised this arrangement under a 'duty to co-operate'. This requires local authorities to work constructively, actively and on an on-going basis on strategic, cross boundary matters in the preparation of DPDs.

2. Evidence base

2.1. What information and evidence inform the preparation of the Local Plan Review?

It is important that the preparation of the Local Plan Review is underpinned by a strong evidence base. This also provides important baseline information for undertaking the Strategic Environmental Assessment and the Sustainability Appraisal which also form a key part of the evidence base. The evidence base includes technical studies and also evidence from public engagement, including key stakeholders, agencies, infrastructure providers and the general public. Some of the more significant studies include:

- Housing and Economic Land Availability Assessment
- Affordable Housing Need Assessment
- Affordable Housing Viability Assessment
- Landscape Character Assessments
- Strategic Flood Risk Assessment
- Employment Land Review
- Transport Assessments
- Ecology Assessments
- Infrastructure Delivery Plan
- Habitats Regulations Assessment
- Gypsy and Traveller Accommodation Needs assessment (GTAA)

All published evidence documents are posted on the Council's website.

2.2. Sustainability Appraisal and Strategic Environmental Assessment

Sustainability Appraisal (SA) is integral to the preparation and development of the Local Plan. The Council has to undertake a SA for all DPDs it produces and has to meet certain statutory requirements for consultation as part of this. This incorporates the requirements of the [Environmental Assessment of Plans and Programme Regulations \(2004\)](#) or Strategic Environmental Assessment (SEA) Regulations.

The role of sustainability appraisal is to promote sustainable development by assessing the extent to which the emerging DPD, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives. It is applied as an iterative process informing the development of the Local Plan.

The Council will also undertake Habitats Regulations Assessments (HRA) where required by the Conservation of Habitats and Species Regulations 2017 (as amended). The purpose of a HRA is to test if a plan could significantly harm the designated features of a European site. If, after screening, a plan is considered likely to have significant effects on a European site then an Appropriate Assessment will need to be undertaken as part of the HRA. Where significant negative effects are identified, alternative options should be examined to avoid any potential damaging effects.

2.3. Community involvement

One of the key objectives of the planning system is greater and more effective community involvement. Arrangements for involving the community in each of the DPDs it prepares are explained in the Council's [Statement of Community Involvement](#) (SCI). Public involvement in the production of the DPD in this LDS will be tailored in accordance with the role and scope of the document as explained in the SCI (Jan 2020).

3. Monitoring and review

Monitoring the implementation of the Council's Local Plan is a key feature of the planning system.

3.1. Authority Monitoring Reports

Each year the Council will produce Authority Monitoring Reports (AMRs, previously known as Annual Monitoring Reports) to track the implementation of policies and changes which have occurred in West Berkshire.

The West Berkshire AMRs will include:-

- An assessment of whether any targets set out in DPDs are being met and, if not, the reasons why
- Impact of policies on targets set out at national, sub-regional or local level
- Consideration of whether any policies need to be replaced or amended and action needed to do this
- Details of housing delivery including completed dwellings during the monitoring year, numbers of units under construction, stock of permissions, house type data, parking spaces provided, density of development
- A housing trajectory showing past completions and expected future building
- Details of employment generating development constructed, started and given planning permission
- Other development trends data

The AMRs will also cover progress on achieving the timetable set out in this LDS.

3.2. Reviewing this LDS

The LDS is normally reviewed once a year following the publication of the AMR. As part of the AMR, the Council assesses whether any changes to the timetable may be needed, whether the results of monitoring suggest attention to particular policy areas are required, or whether new or emerging issues may necessitate a review of the LDS.

This LDS however focuses on the adoption of the LPR which is at an advanced stage of preparation. The Council has made clear its commitment to an early review of the LPR and therefore intends to review and further update the LDS later this year in order to set out a timetable for the preparation of a new Local Plan.

Proposed Development Plan Document

Document <i>Area covered</i>	Role, contents and conformity	Timetable for production and review
<p>West Berkshire Local Plan Review (LPR)</p> <p>West Berkshire</p>	<p>The LPR will set out the spatial development strategy for West Berkshire, and provide development management policies and site allocations</p> <p>Will conform with: NPPF, NPPG</p> <p>Replaces: West Berkshire Core Strategy, Housing Site Allocations DPD, West Berkshire District Plan 1991-2006</p>	<ul style="list-style-type: none"> • Consult on scope of draft sustainability appraisal – December 2017 to January 2018 • Public participation in the preparation of the document – December 2017 to December 2022 • Publication of Proposed Submission Documents – January 2023 • Submission to Secretary of State – March 2023 • Start of examination – April 2023 • Commencement of Public Hearings – May 2024 • Estimated date for adoption – Anticipated May 2025 (subject to Planning Inspectorate and Full Council timetable)
<p>Policies Map</p> <p>West Berkshire</p>	<p>This will identify adopted policy designations on an Ordnance Survey base.</p>	<p>Publication on adoption of the Local Plan Review.</p>

Saved West Berkshire District Local Plan policies

The following table lists all the saved policies of the West Berkshire District Local Plan 1991-2006. All other policies within the West Berkshire District Local Plan 1991-2006 either were not saved beyond September 2007 or have been replaced following the adoption of the West Berkshire Core Strategy (2006 – 2026) DPD in July 2012 and the West Berkshire Housing Site Allocations DPD in May 2017. The remaining policies will be replaced by the West Berkshire Local Plan Review.

West Berkshire District Local Plan 1991 – 2006²⁵
OVS5 Environmental Nuisance/ Pollution control
OVS6 Noise pollution
OVS7 Hazardous Substances
OVS8 Hazardous substances
ENV16 Farm Diversification
ENV19 Re –use and adaptation of Existing Buildings in the Countryside (in its application to business uses only)
ENV27 Institutional and Educational sites in the Countryside
ENV29 Development Involving Horses
HSG13 Residential Use of Space above shops and offices
HSG14 Retention of Mobile Home Parks
ECON5 Town Centre Commercial Areas
ECON6 Former Greenham Common Airbase
ECON7 Safeguarding Rail Based Industry at Theale
SHOP1 Non-retail uses in primary shopping frontages
SHOP3 Retail Areas and Retail Warehousing
SHOP5 The Encouragement of Local and Village Shops
TRANS1A Road Schemes
TRANS1 Meeting the Transport Needs of New Development
TRAN3 A34/M4 Junction 13 – Chieveley
RL1 Public Open Space Provision in Residential Development Schemes
RL2 Provision of Public Open Space (Methods)
RL3 Selection of Public Open Space and Recreational Sites
RL5 Kennet and Avon Canal
RL5A The River Thames

Supplementary Planning Guidance – Material Considerations

Although Supplementary Planning Guidance produced under previous legislation could not be saved, the following documents are still considered to give up to date and relevant guidance which supplement the saved policies of the West Berkshire District Local Plan.

Supplementary Planning Guidance – Material Considerations				
Document	Role, Contents and Conformity	Area covered	Status	Timetable for production and review
SPG No.19 Public Houses	Provides guidance on proposals which involve the loss of public houses	West Berkshire	Adopted 25 January 2000 Conforms with: West Berkshire District Local Plan	Being reviewed as part of the LPR
SPG No.20 Village Design Statement for Basildon	Design guidance for development in Basildon	Basildon	Adopted 13 March 2001 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
SPG No.21 Chieveley Village Design Statement	Design guidance for development in Chieveley	Chieveley	Adopted 2 April 2002 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
SPG No.23 Cold Ash and Ashmore Green Village Design Statement	Design guidance for development in Cold Ash and Ashmore Green	Cold Ash and Ashmore Green	Adopted 1 May 2002 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
SPG No 24 Speen Village Design Statement	Design guidance for development in Speen	Speen	Adopted 1 October 2002 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no

Supplementary Planning Guidance – Material Considerations				
Document	Role, Contents and Conformity	Area covered	Status	Timetable for production and review
				current timetable for review
Beenham Village Design Statement	Design guidance for development in Beenham	Beenham	Adopted 8 July 2003 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
Hermitage Village Design Statement	Design guidance for development in Hermitage	Hermitage	Adopted 14 July 2004 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
Inkpen Village Design Statement	Design guidance for development in Inkpen	Inkpen	Adopted 31 August 2004 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
Compton Village Design Statement	Design guidance for development in Compton	Compton	Adopted 11 October 2005 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
Pangbourne Village Design Statement	Design guidance for development in Pangbourne	Pangbourne	Adopted 16 November 2005 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
Brimpton Village Design Statement	Design guidance for development in Brimpton	Brimpton	Adopted January 2007 Conforms with: West Berkshire	Prepared by the local community in consultation with the Council. Likely to remain

Supplementary Planning Guidance – Material Considerations				
Document	Role, Contents and Conformity	Area covered	Status	Timetable for production and review
			District Local Plan	relevant for many years and so no current timetable for review
Stratfield Mortimer Village Design Statement	Design guidance for development in Stratfield Mortimer	Stratfield Mortimer	Adopted November 2007 Conforms with: West Berkshire District Local Plan	Prepared by the local community in consultation with the Council. Likely to remain relevant for many years and so no current timetable for review
SPG 03/1 Shop Fronts and Signs Supplementary Planning Guidance	Guidance on the design of shop fronts and signs	West Berkshire – mainly towns and village centres	Adopted July 2003 Conforms with: West Berkshire District Local Plan	Consider review in the light of changes to national government policy
SPG 04/2 House Extensions	Provides guidance on how to design house extensions so that they respect the character of the area, protect living conditions of neighbours and comply with relevant planning policies	West Berkshire	Adopted 15 July 2004 Conforms with: West Berkshire District Local Plan	Being reviewed as part of the LPR

Village and Town Design Statements

Since July 2008 the Council has adopted Design Statements through the community planning process. Design Statements adopted through this process include:

- Streatley - Adopted 12 March 2009
- Hamstead Marshall - Adopted 14 August 2009
- Stanford Dingley - Adopted 21 January 2010
- Burghfield - Adopted 24 August 2011
- Newbury Town Design Statement refresh – adopted 16 July 2018
- Bucklebury Vision Parish Design Statement – adopted 30 October 2019

Glossary

Term	Acronym	Explanation
Adoption		Formal approval by the Council of a DPD whereupon it achieves its full weight.
Authority Monitoring Report	AMR	Annual statement analysing the implementation of policies. Produced in December. Previously known as Annual Monitoring Report
Appropriate Assessment		Undertaken as part of a Habitat Regulations Assessment to assess the likely significant effects of a proposal on the integrity of a European site and its conservation objectives and to consider ways to avoid or reduce (mitigate) any potential for an 'adverse effect on the integrity of the site'
Core Strategy		The overall spatial planning policies and objectives for an area.
Council		In this context, the local planning authority; in this case West Berkshire Council. References to full Council are to the meeting of all elected members which is the Council's supreme decision making body
Development Plan Document	DPD	A statutory document which is the primary consideration in determining planning applications. It is required to undergo public testing (inquiry or examination before an independent inspector or panel).
Examination		In this context the forum at which an independent inspector considers the soundness of a development plan document
Executive		In this case, the Council's lead decision making body comprised of elected members
Habitats Regulations Assessment	HRA	An assessment of the potential impacts of a plan or proposal on European sites.
European sites		European sites which are protected by the Habitats Regulations and for which any plans or proposals which may affect them will require an HRA. They include Special Areas of Conservation (SAC) and Special Protection Areas (SPA)
Housing Trajectory		Diagram showing housing delivery and expected trends of development
Local Development Scheme (<i>this document</i>)	LDS	A public statement of the Council's programme for the production of development plan documents.
Local Plan		The portfolio of DPDs that provides the framework for delivering the spatial strategy for the area

Term	Acronym	Explanation
Material consideration		A factor or document which can be taken into account in deciding a planning application
National Planning Policy Framework	NPPF	A simplified set of national policies first published by the government in March 2012 (and updated in December 2024) that replaced the government guidance formerly contained in Planning Policy Guidance Notes (PPGs) and Planning Policy Statements (PPSs)
National Planning Practice Guidance	NPPG	On-line guidance first produced by the Department for Communities and Local Government in March 2014 (and updated at regular intervals) that supplements the NPPF and supersedes previous planning practice guidance
Neighbourhood Development Plan	NDP	Neighbourhood planning document produced by the local community. Sets out policies in a particular area in relation to the development and use of land.
Neighbourhood Development Order	NDO	Neighbourhood planning document produced by the local community. Grants planning permission in a particular area for certain types of development specified in the order
Planning Inspectorate	PINS	National agency which supplies independent planning inspectors.
Planning Policy Guidance	PPG	Government statement of its planning policy now replaced by the NPPF and NPPG
Planning Policy Statement	PPS	Former Government statement of its planning policies. Now replaced by the NPPF and NPPG.
Policies Map		Map showing policy areas on an Ordnance Survey map base.
Regulations		Town & Country Planning (Local Planning) (England) Regulations 2012 (as amended) which set out the statutory requirements for preparing local plans
Saved Development Plans or Policies		The system allowed all existing Local and Structure Plans to be saved until September 2007. Some policies have been saved for a longer period.
Spatial strategy		An integrated planning/development strategy aiming to achieve a range of objectives
Stakeholder		In this context an organisation or individual with an interest in local planning matters
Statement of Community Involvement	SCI	Adopted document setting out how the Council will involve the community in the planning process.
Strategic Environmental Assessment	SEA	An assessment of the potential impacts of policies and proposals on the environment, to include proposals for the mitigation of any impacts.
Submission		Stage at which a prepared DPD is presented to Secretary of State.
Supplementary Planning Document	SPD	A document which provides more detailed advice or guidance on the policies in the Local Plan.

Term	Acronym	Explanation
Supplementary Planning Guidance	SPG	Planning guidance produced under the previous planning system. They give additional guidance in support of policies in statutory planning documents
Sustainability Appraisal	SA	An appraisal of the economic, social and environmental impacts of policies and proposals. It incorporates Strategic Environmental Assessment (SEA) – see above. The SA Scoping Report identifies the information needed for the appraisal, and describes the methodology for undertaking sustainability appraisal
Village Design Statement	VDS	Local design guidance produced by a local community and adopted by the Council