

# Central & Eastern Berkshire Authorities

## Joint Minerals & Waste Plan

### Minerals & Waste Development Scheme

2016 - 2020

September 2016



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## 1. Introduction

### What is a Minerals & Waste Development Scheme?

- 1.1 This Minerals and Waste Development Scheme provides a timetable for the production of the Joint Minerals and Waste Plan (JMWP) for Central & Eastern Berkshire. This covers the administrative areas of Bracknell Forest, Reading, Windsor & Maidenhead and Wokingham.
- 1.2 The Scheme sets out what planning policy documents will be prepared, the subject matter, which geographical areas they relate to and the various stages that each will go through, including opportunities for public participation.
- 1.3 Under the Planning & Compulsory Purchase Act 2004 as amended, all local planning authorities must prepare a Local Development Scheme<sup>1</sup>. Similarly, a Minerals and Waste Development Scheme is prepared by a Minerals and Waste Planning Authority<sup>2</sup>, and sets out the programme for preparing development planning documents including Local Plans.
- 1.4 This Minerals and Waste Development Scheme (2016) came into effect on **XXX** following approval by the relevant mineral and waste planning authorities.
- 1.5 The Development Scheme will be reviewed and rolled forward on a regular basis to take account of the plan-making progress and monitoring. The latest updates to it can always be viewed on the relevant authority websites<sup>3</sup>.

### Why is a Joint Minerals & Waste Plan being prepared?

- 1.6 It is important to keep plans up to date and make sure they are working to achieve the vision of the Central & Eastern Berkshire Authorities. As part of this we are preparing a JMWP.
- 1.7 This new Plan will build upon the formerly adopted minerals and waste plans for the Berkshire area and improve, update and strengthen the policies and provide details of strategic sites that we propose will deliver the vision.

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<sup>1</sup> Planning & Compulsory Purchase Act 2004, part 2, section 15:

[www.legislation.gov.uk/ukpga/2004/5/contents](http://www.legislation.gov.uk/ukpga/2004/5/contents)

<sup>2</sup> Planning & Compulsory Purchase Act 2004, part 2, section 16:

[www.legislation.gov.uk/ukpga/2004/5/contents](http://www.legislation.gov.uk/ukpga/2004/5/contents)

<sup>3</sup> Bracknell Forest Council: <http://www.bracknell-forest.gov.uk/planningpolicy>, Reading Borough Council:

<http://www.reading.gov.uk/readingldf>, The Royal Borough of Windsor & Maidenhead:

[https://www3.rbwm.gov.uk/info/200209/planning\\_policy](https://www3.rbwm.gov.uk/info/200209/planning_policy), Wokingham Borough Council:

<http://www.wokingham.gov.uk/planning-and-building-control/planning-policy/minerals-and-waste/>

- 1.8 This is important because out of date plans allows less control over getting the right developments, in the right locations, at the right time for Central & Eastern Berkshire and could lead to more planning applications determined at appeal.
- 1.9 It is important that the project plan for preparation of the JMWP is realistic, 'fit for purpose', and that the timescales are justified based on the local circumstances (including its available resources). The timetables set out in this document therefore reflect:
- The available resources (see below);
  - The need to build upon previous minerals and waste plans;
  - The Statement of Community Involvement requirements for each Authority;
  - The need to produce a robust and up-to-date evidence base;
  - The need to undertake Sustainability Appraisal and a detailed Habitats Regulations Assessment;
  - New guidance and emerging best practice; and
  - The need to undergo democratic processes at the various plan preparation stages for each of the four authorities involved.
- 1.10 Minerals and waste planning authorities are allowed to work together to prepare minerals and waste development documents<sup>4</sup>. The minerals and waste development plan document in this Scheme will be prepared, submitted and adopted by the four authorities as a joint document.
- 1.11 Each of the Development Schemes prepared by the Berkshire Authorities includes details of the preparation of the joint mineral and waste development document<sup>5</sup>. In addition, each mineral and waste planning authority is required to prepare its own Statement of Community Involvement.
- 1.12 In order to facilitate the production of the JMWP, the four mineral and waste planning authorities will form a joint elected Member 'steering panel'. This comprises one representative Member from each authority. This acts as an advisory body on the preparation of the joint minerals and waste development document. It is envisaged that the panel will be entirely advisory and not a 'joint committee'. Each mineral and waste planning authority will 'adopt' the joint minerals and waste development document individually or a formal Joint Committee arrangement will be developed for decision-making purposes.

### **What area will be covered by the Joint Minerals & Waste Plan?**

- 1.13 Mineral and waste planning issues are most appropriately addressed jointly so that strategic issues can be satisfactorily resolved. The Plan will cover the

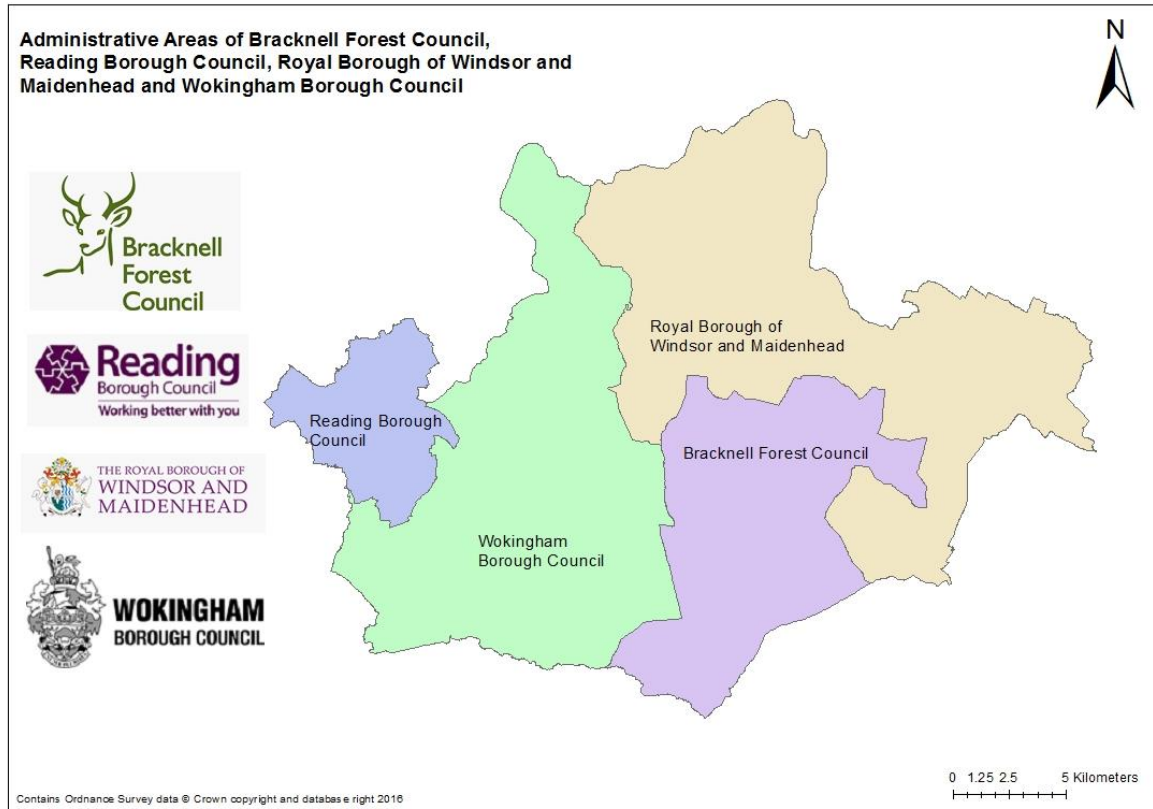
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<sup>4</sup> Under section 28 of the Planning and Compulsory Purchase Act 2004

<sup>5</sup> As required under Section 15 of the Planning and Compulsory Purchase Act 2004

administrative areas of Bracknell Forest, Reading, Windsor & Maidenhead and Wokingham, all of which are minerals and waste planning authorities.

1.14 The map below indicates the administrative areas of each partner authority.



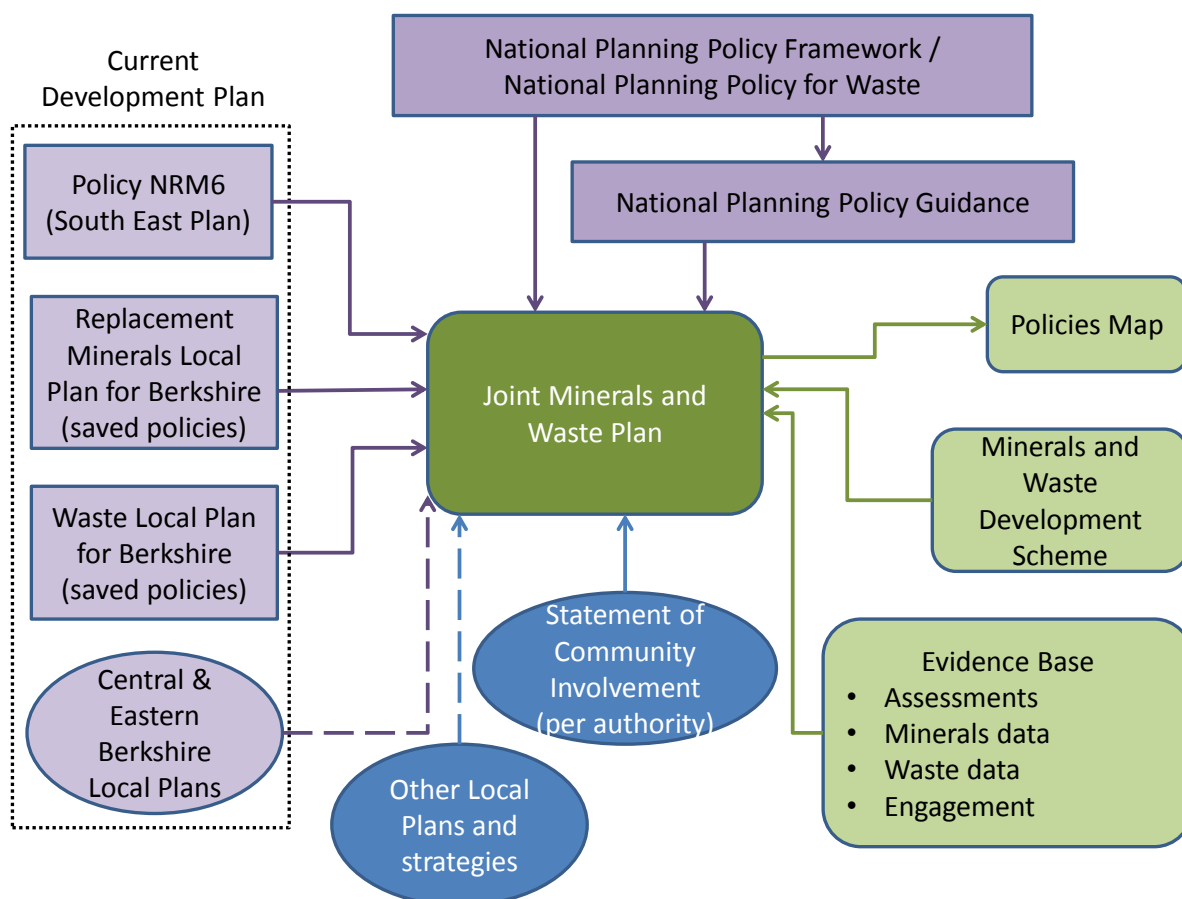
### What resources are available for plan-making?

- 1.15 The Central & Eastern Berkshire Authorities have commissioned Hampshire Services (professional services provided by Hampshire County Council (HCC)) to prepare the JMWP on their behalf. Hampshire Services will contribute planning, specialist and managerial staff resources sufficient to prepare a sound plan. HCC has extensive experience in minerals and waste plan-making and working in partnership following the successful adoption of the Hampshire Minerals & Waste Plan in 2013 which was produced in partnership with Southampton and Portsmouth City Councils and the New Forest and South Downs National Park Authorities.
- 1.16 The Central & Eastern Berkshire Authorities have committed significant financial support to the preparation of the JMWP and will also provide support and contribute some staff time where required.
- 1.17 The plan-preparation process will also be used as a vehicle to up-skill officers within the Berkshire Authorities on minerals and waste planning issues and their involvement will provide invaluable local knowledge to the process.

## 2. Minerals & Waste Planning

### What is the Joint Minerals & Waste Plan?

- 2.1 The JMWP will be a Local Plan, supported by other development documents such as the Statement of Community Involvement for each Authority. The JMWP will cover the period 2020-2036 and will replace or 'supersede' the currently adopted minerals and waste local plans for the relevant Berkshire authorities. This is explained further in para. 2.6 of this document.
- 2.2 The Local Plan will undergo an examination conducted by an independent Planning Inspector.
- 2.3 The image below shows the documents that make up the JMWP and the linkages to other strategies.



## How does the Plan relate to other Plans and Strategies?

### National Planning Policy

2.4 The JMWP will need to accord with current planning policy and guidance on minerals and waste. The National Planning Policy Framework (NPPF)<sup>6</sup> was published on 27 March 2012. The National Planning Practice Guidance<sup>7</sup> which sits alongside the NPPF was launched in 2014 and is a live document, updated as necessary by the Government. The Waste Management Plan for England<sup>8</sup> was published in December 2013, followed by the National Planning Policy for Waste<sup>9</sup> which was published in October 2014.

### Regional Planning Policy

2.5 The South East Plan was partially revoked on 25 March 2013. Policy NRM6, which deals with the Thames Basin Heaths Special Protection Area, remains in place as a saved policy<sup>10</sup> and is relevant to the plan area.

### Local Planning Policy

2.6 The currently adopted minerals and waste plans for the Berkshire area<sup>11</sup>, including the Central & Eastern Berkshire Authorities are the Replacement Minerals Local Plan for Berkshire, adopted in 1995 and subsequently adopted alterations in 1997 and 2001<sup>12</sup> (including Appendices<sup>13</sup> and saved policies<sup>14</sup>) and the Waste Local Plan for Berkshire adopted in 1998<sup>15</sup> (including saved policies<sup>16</sup>). The Minerals Local Plan and Waste Local Plan cover the

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<sup>6</sup> National Planning Policy Framework (2012) - <https://www.gov.uk/government/publications/national-planning-policy-framework--3>

<sup>7</sup> Planning Practice Guidance - <http://planningguidance.communities.gov.uk/>

<sup>8</sup> Waste Management Plan for England - <https://www.gov.uk/government/publications/waste-management-plan-for-england>

<sup>9</sup> National Planning Policy for Waste - <https://www.gov.uk/government/publications/national-planning-policy-for-waste>

<sup>10</sup> Natural Resource Management (NRM6) - <http://www.bracknell-forest.gov.uk/south-east-plan-policy-nrm6.pdf>

<sup>11</sup> Minerals and Waste. <http://www.wokingham.gov.uk/planning-and-building-control/planning-policy/minerals-and-waste/>

<sup>12</sup> Replacement Minerals Local Plan for Berkshire 2001 - <http://www.bracknell-forest.gov.uk/replacement-minerals-local-plan-for-berkshire-2001.pdf>

<sup>13</sup> Replacement Minerals Local Plan for Berkshire 2001 Appendices. <http://www.bracknell-forest.gov.uk/replacement-minerals-local-plan-for-berkshire-2001-appendices.pdf>

<sup>14</sup> Mineral Local Plan Saved Policies. <http://www.bracknell-forest.gov.uk/mineral-local-plan-saved-policies-schedule.pdf>

<sup>15</sup> Waste Local Plan for Berkshire. 1998. <http://www.bracknell-forest.gov.uk/waste-local-plan-for-berkshire.pdf>

<sup>16</sup> Waste Local Plan Saved Policies. 1998. <http://www.bracknell-forest.gov.uk/waste-local-plan-saved-policies-schedule.pdf>

administrative areas covered by the Central & Eastern Berkshire Authorities as well as Slough Borough Council and West Berkshire Council. While these plans cover the period until 2006, the Secretary of State has directed that a number of policies in them should be saved indefinitely until replaced by national, regional or local minerals and waste policies. For Central & Eastern Berkshire these saved policies will be replaced by the JMWP, when it is adopted.

- 2.7 A review of the Replacement Minerals Local Plan for Berkshire and the Waste Local Plan for Berkshire was previously being undertaken on behalf of the six Berkshire Unitary Authorities by the Joint Strategic Planning Unit (JSPU). The JSPU published a 'Preferred Options' version of the Joint Minerals and Waste Core Strategy in September 2007 and a Submission Draft version was published in September 2008. The Core Strategy was submitted to the Secretary of State in February 2009. The Minerals and Waste Core Strategy Examination commenced in June 2009. During the hearing concerns were raised regarding the accuracy of the evidence base used to support the waste strategy. As a result of these concerns the Inspector decided to adjourn the Examination and the Secretary of State subsequently formally requested the withdrawal of the Core Strategy in January 2010.
- 2.8 After a review of minerals and waste planning the Central & Eastern Berkshire Authorities decided to progress with a JMWP. While the JMWP does not cover Slough Borough Council<sup>17</sup> or the West Berkshire Council<sup>18</sup>, close coordination of the work between the various Berkshire authorities will continue in order to plan for minerals and waste strategically and address any cross-border issues that may arise.
- 2.9 Each of the Central & Eastern Berkshire Authorities will continue to prepare its own Local Plan, which will focus on the areas of planning that are not related to minerals and waste. They include the following:
- Comprehensive Local Plan for Bracknell<sup>19</sup>;
  - Local Plan Update for Wokingham<sup>20</sup>;
  - New Local Plan for Reading<sup>21</sup>; and the
  - Borough Local Plan for Windsor and Maidenhead<sup>22</sup>.

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<sup>17</sup> Slough Borough Council minerals and waste policy - <http://www.slough.gov.uk/council/strategies-plans-and-policies/minerals-and-waste.aspx>

<sup>18</sup> Emerging West Berkshire Minerals and Waste Local Plan - <http://info.westberks.gov.uk/index.aspx?articleid=29081>

<sup>19</sup> Comprehensive Local Plan for Bracknell: <http://www.bracknell-forest.gov.uk/comprehensivelocalplan>

<sup>20</sup> Local Plan Update for Wokingham: <http://www.wokingham.gov.uk/planning-and-building-control/planning-policy/local-plan-update/>

<sup>21</sup> New Local Plan for Reading: <http://www.reading.gov.uk/newlocalplan>



## Other relevant Strategies

2.10 A Statement of Community Involvement (SCI) sets out the approach for involving the community in the preparation, alteration and continuing review of all development plan documents, and in publicising and dealing with planning applications. Each of the Central & Eastern Berkshire Authorities has adopted its own Statement of Community Involvement. These They are as follows:

- Bracknell Forest SCI - adopted 2014<sup>23</sup>;
- Reading SCI - adopted 2014<sup>24</sup>;
- Windsor and Maidenhead SCI - adopted 2006<sup>25</sup>;and
- Wokingham SCI - adopted 2014<sup>26</sup>.

## What are the key stages in document preparation?

2.11 All Local Plans have to go through prescribed procedures and are subject to wide public consultation and ultimately an independent public examination before they can be adopted. Local Plans are examined to assess their 'soundness' (i.e. whether they are fit for purpose and have been prepared in accordance with national regulations).

2.12 Key stages in Local Plan preparation are as follows:

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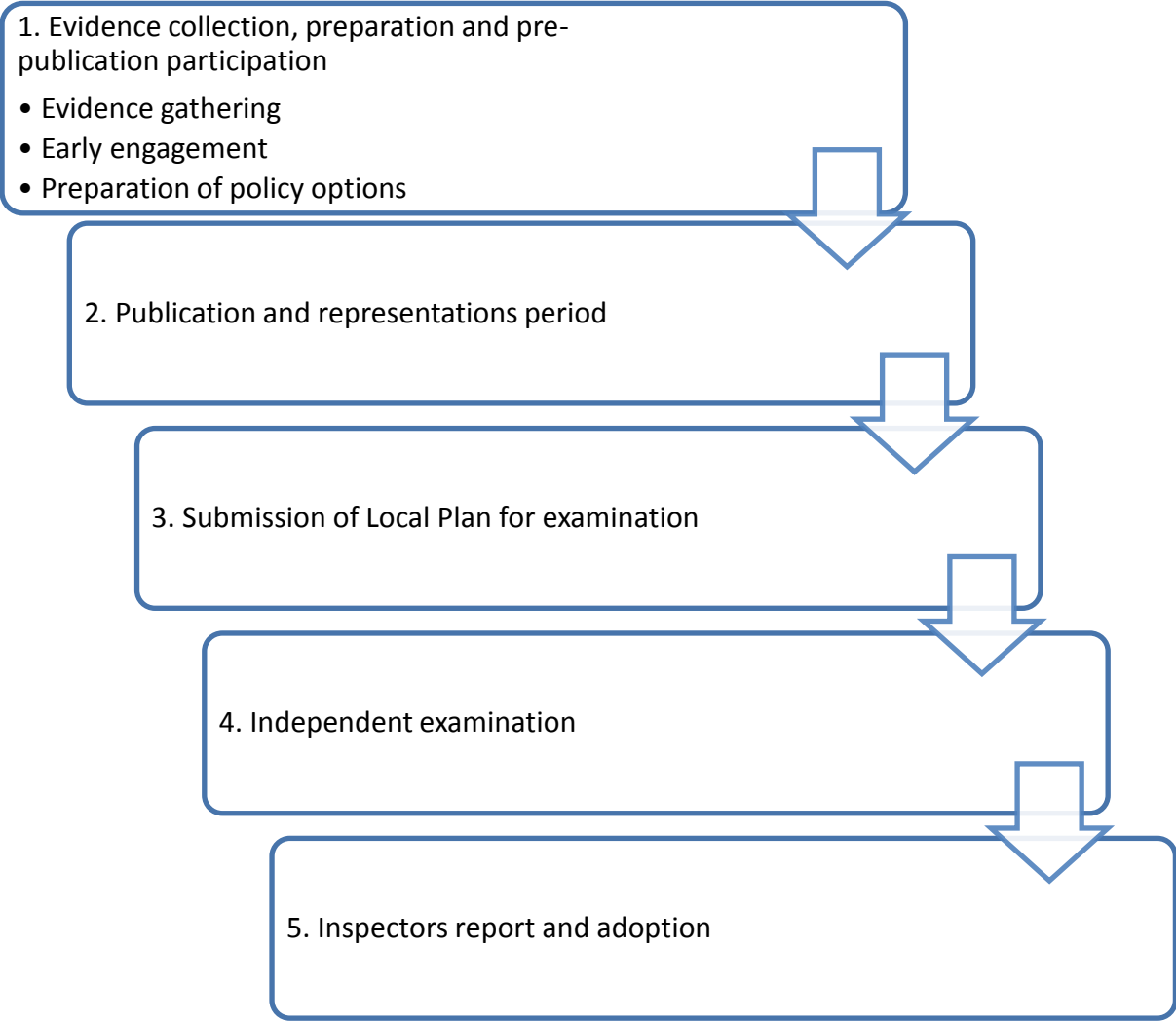
<sup>22</sup> Borough Local Plan for Windsor and Maidenhead:  
[https://www3.rbwm.gov.uk/info/200414/local\\_development\\_framework/594/emerging\\_plans\\_and\\_policies/2](https://www3.rbwm.gov.uk/info/200414/local_development_framework/594/emerging_plans_and_policies/2)

<sup>23</sup> Bracknell Forest Council. Statement of Community Involvement 2014. <http://www.bracknell-forest.gov.uk/statement-of-community-involvement-2014.pdf>

<sup>24</sup> Reading Borough Council. Statement of Community Involvement. 2014  
<http://www.reading.gov.uk/media/1051/Statement-of-Community-Involvement-Adopted-March-2014/pdf/Statement-Of-Community-Involvement-Mar14.pdf>

<sup>25</sup> Royal Borough of Windsor and Maidenhead. Statement of Community Involvement 2006  
[https://www3.rbwm.gov.uk/downloads/file/512/statement\\_of\\_community\\_involvement\\_sci\\_-\\_adopted\\_june\\_2006](https://www3.rbwm.gov.uk/downloads/file/512/statement_of_community_involvement_sci_-_adopted_june_2006)

<sup>26</sup> Wokingham Borough Council. Statement of Community Involvement 2014  
<http://www.wokingham.gov.uk/business-and-licensing/licensing-and-trade/licensing-decisions/?assetdet8733745=306132&categoryesct18379511=5844>



## Joint Minerals & Waste Plan: Timetable

2.13 The following table outlines the timetable for the preparation of the JMWP.

JMWP Key Milestones	Timescale	Description
Regulation 18 (Stage One - Issues & Options Preparation)	Sept 2016 – March 2017	Call for Sites Draft Plan Vision & Objectives Proposed content Evidence Base (Initial findings) <ul style="list-style-type: none"> <li>• Initial review of sites</li> <li>• Scoping Report (SA/SEA)</li> <li>• Screening (HRA)</li> <li>• Draft Minerals Background Study</li> <li>• Draft Waste Data</li> </ul>
Regulation 18 (Issues & Options Consultation)	March 2017– Sept 2017	Consultation on the initial work and the various options
Regulation 18 (Stage Two - Preferred Options Preparation)	July 2017 – Dec 2017	Draft Evidence Base Draft Plan based on Evidence Base and Consultation
Regulation 18 (Preferred Options Consultation)	Jan 2018 – May 2018	Consultation on the options selected as preferred
Regulation 19 (Proposed Submission Document Preparation)	May 2018 – Oct 2018	Update Evidence Base Revise Plan based on Evidence Base and Consultation
Regulation 19 (Proposed Submission Document Consultation)	Nov 2018 – March 2019	Consultation on the Plan to be submitted to the Secretary of State
Regulation 22 (Preparation)	March 2019 – Sept 2019	Update Evidence Base Proposed Modifications based on Evidence Base and Consultation
Regulation 22 (Submission to SoS)	Winter 2019	Submitting the Plan to the Secretary of State who appoints a Planning Inspector
Regulation 24 (Public Examination)	Spring 2020	Pre- Examination Hearing Planning Inspector examines the Plan
Regulation 25 (Inspector's Report)	Summer 2020	Planning Inspector delivers his report on the Plan
Regulation 26 (Adoption)	Winter 2020	All authorities adopt the Plan, as modified by Planning Inspector

## Policies Map

- 2.14 A Policies Map will form part of the JMWP and will be prepared simultaneously with the Plan. The Policies Map illustrates geographically how the policies of the Local Plan are to be applied. The minerals and waste Policies Map prepared for the JMWP will sit alongside the other Policies / Proposal Maps prepared by the Central & Eastern Berkshire Authorities for other Local Plan work.

## Meeting the Duty to Cooperate

- 2.15 In preparing the JMWP, the Central & Eastern Berkshire Authorities will fulfil their duty to cooperate with:
- Districts and Boroughs and surrounding Minerals & Waste Planning Authorities;
  - Statutory consultees – organisations such as Natural England, Historic England and the Environment Agency that need to be involved in planning for minerals or waste; and
  - Those organisations and communities that have a mineral or waste interest or that may be impacted by the proposals.
- 2.16 A report showing how the requirements to fulfil the duty to cooperate have been met will be prepared as part of the evidence base.

## Local Aggregate Assessment

- 2.17 The Local Aggregate Assessment (LAA) is prepared annually and is a report that considers the sale and movements of aggregates in the local authority that produces it. The Central & Eastern Berkshire Authorities work together with Slough Borough Council and West Berkshire Council to produce a Joint Local Aggregate Assessment<sup>27</sup>. This document will continue to be produced annually and will form an important part of the Evidence Base for the JMWP.

## Plan assessment and appraisal

- 2.18 The policies and proposals in the JMWP will be assessed to ensure that they contribute to the aims of sustainable development. This assessment will be through Sustainability Appraisal (which incorporates assessment as required

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<sup>27</sup> Aggregates Monitoring Report (2013) - <http://www.wokingham.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=364157>

under the Strategic Environmental Assessment (SEA) Directive). To prepare these appraisals, a sustainability 'Scoping Report' will be prepared. This report describes the existing key environmental, social and economic issues for Central & Eastern Berkshire and includes a set of sustainability objectives which will be used to assess the policies in documents.

- 2.19 All mineral and waste development documents are also subject to Habitats Regulations Assessment<sup>28</sup> and the JMWP will be assessed accordingly.
- 2.20 Local government authorities are subject to the public sector equality duty under the Equality Act 2010<sup>29</sup>. An Equalities Impact Assessment will be produced in order to ensure that the JMWP meets this duty.

### Plan monitoring

- 2.21 In accordance with the Planning and Compulsory Purchase Act 2004, as amended by The Localism Act 2011, local authorities are required to produce a Monitoring Report, containing:
- information on how the preparation of the minerals and waste DPDs are progressing; and
  - the extent to which the policies set out in the associated documents are being implemented.
- 2.22 Previous Monitoring Reports looked at the Central & Eastern Berkshire Authorities in conjunction with Slough Borough Council and West Berkshire Council<sup>30</sup>.
- 2.23 As the JWMP will be a plan across four authorities, its preparation and implementation will be monitored through a single Joint Authority Monitoring Report for these four authorities, produced on an annual basis.

### Potential risks to the timetable

- 2.24 The plan preparation process has a number of risk elements including:
- Staff Resources;
  - Funding; and
  - Democratic timetables.

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<sup>28</sup> Under Schedule 1 to the Habitats Regulations (The Conservation (Natural Habitats, & C.) (Amendment) Regulations 2007)

<sup>29</sup> Equality Act 2010 - <http://www.legislation.gov.uk/ukpga/2010/15/contents>

<sup>30</sup> Minerals and Waste monitoring Report for year 1 April 2009 to 31 March 2010 - <http://www.wokingham.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=275719>

2.25 The Central & Eastern Berkshire Authorities have a variety of procedures in place to mitigate these risks.

2.26 The key risks and mitigation measures are outlined in the table below.

Risk	Why	Level x likelihood of Impact	Mitigation / minimisation measures
Staffing and resources	Minerals and waste planning requires specialist staff, while government spending cuts continue to affect resources across all Councils.	Low	The Central & Eastern Berkshire Authorities have resolved to allocate appropriate resources for the production of the JWMP. Hampshire County Council has been commissioned to prepare the JMWP based on a history of preparing a current minerals and waste plan, as well as staff skills and resources. Regular updates will be provided and progress will be closely monitored by the Central & Eastern Berkshire Authorities
Potential change in national and local political control/ leadership	<p>There may be future changes to legislation and guidance introduced by a new Government.</p> <p>There may be changes in the political composition and outlook of one or more of the Berkshire authorities.</p>	Medium	Changes in policy and guidance will be monitored and assessed for their impact on the content of emerging documents. The JWMP will be based upon the information available at that time. Advice will be sought from the Department of Communities and Local Government and the Planning Inspectorate, as appropriate. Locally, officers will work closely with Members.
Legal Compliance / Soundness / Legal Challenge	The JMWP will be assessed by a Planning Inspector as to whether it has followed legislation and is sound (a suitable plan for the local circumstances, based on relevant policy and a robust evidence base).	Medium	The Councils will seek to ensure that the Local Plan is legally compliant, "sound", based upon a robust evidence base, and has a well audited consultation process in order to minimise the risk of legal challenge. The Councils will work closely with the Planning Inspectorate at all stages to ensure the tests of soundness are met. The Council will take account of other advice available such as from the Planning Advisory Service and tools such as 'self assessment toolkits' in respect of the Local Plan process. The Council will also take legal advice on the plan process as

			appropriate.
Local opposition	Minerals and waste plans can lead to high levels of local interest and/or local opposition to proposals.	Medium	Information and opinions from the public need to be fully considered during plan-making and contribute to the development of a sound plan. In order to maximise the effect local stakeholders have on the JWMP early engagement will be essential. Additional time should be programmed for consultation and subsequent analysis of responses of any controversial documents.
Partnership working	While partnership working will bring benefits in the preparation of the JMWP, it can also introduce delays due to differing positions or democratic timetables and processes.	Medium	There is a need to share timetables, as well as engage and maintain good working relationships. Consideration will be given to the governance of joint work and decision making at various milestones, prior to the commencement of work.

### 3. Joint Minerals & Waste Plan: Evidence Base

#### Preparing a robust evidence base

- 3.1 Planning authorities are urged to ensure that effective programme management techniques are employed in progressing and orchestrating the production of the evidence base for plan work.
- 3.2 The robustness of our evidence base will be reviewed annually and further studies produced as appropriate.
- 3.3 A number of studies should be completed prior to public participation on minerals and waste planning documents, in order to ensure that all the key issues have been identified at an early stage.
- 3.4 It is also important that the evidence base is complete and robust prior to publication of the plans. This will help demonstrate that the proposed plans are the most appropriate considering all the options and based on the available evidence.

#### Proposed evidence base

- 3.5 Gathering of evidence is an ongoing process and must be continued throughout the plan preparation process. Some studies, such as annual waste and minerals data, are 'living documents'. To inform the evidence base, the Authorities will make use of a substantial amount of secondary data and collected data.
- 3.6 Examples include data on:
  - Municipal waste arisings, transfer, treatment and disposal;
  - Other waste streams and movements;
  - Capacity of waste operations;
  - Site appraisals;
  - Site operations (any noise or air quality issues);
  - Minerals resources;
  - Demand for minerals; and
  - Public opinion.
- 3.7 As the evidence base is prepared any completed or draft supporting documents will be available to view on the relevant authority websites<sup>31</sup>.]

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<sup>31</sup> Bracknell Forest Council: <http://www.bracknell-forest.gov.uk/planningpolicy>, Reading Borough Council: <http://www.reading.gov.uk/readingldf>, The Royal Borough of Windsor & Maidenhead: [https://www3.rbwm.gov.uk/info/200209/planning\\_policy](https://www3.rbwm.gov.uk/info/200209/planning_policy), Wokingham Borough Council: <http://www.wokingham.gov.uk/planning-and-building-control/planning-policy/minerals-and-waste/>



## Glossary of Terms & Acronyms

**Central & Eastern Berkshire Authorities** - Bracknell Forest Council, Reading Borough Council, the Royal Borough of Windsor & Maidenhead and Wokingham Borough Council.

**Development Plan** - Planning law (section 38(6) of the Planning and Compulsory Purchase Act 2004 and section 70(2) of the Town and Country Planning Act 1990) requires that decisions on planning applications should be made in accordance with the development plan unless material considerations indicate otherwise. The Development Plan for each of the Central & Eastern Berkshire Authorities includes Policy NRM6 of the South East Plan, the saved policies of the Minerals and Waste Local Plans and the latest Local Plans in that authority. It is important that all documents comprising the Development Plan are read together.

**Equalities Impact Assessment (EqIA)** - An equality impact assessment (EqIA) is a process designed to ensure that a policy, project or scheme does not discriminate against any disadvantaged or vulnerable people.

**Habitats Regulation Assessment (HRA)** - Statutory requirement for Planning Authorities to assess the potential effects of land-use plans on designated European Sites in Great Britain. The Habitats Regulations Assessment is intended to assess the potential effects of a development plan on one or more European Sites (collectively termed 'Natura 2000' sites). The Natura 2000 sites comprise Special Protection Areas (SPAs) and Special Areas of Conservation (SACs). SPAs are classified under the European Council Directive on the conservation of wild birds (79/409/EEC; Birds Directive) for the protection of wild birds and their habitats (including particularly rare and vulnerable species listed in Annex 1 of the Birds Directive, and migratory species).

**Joint Minerals and Waste Plan (JMWP)** - The Local Plan covering minerals and waste policy and site allocations that the Central & Eastern Berkshire Authorities are jointly preparing. This document will replace the saved policies from the current Minerals and Waste Plans.

**Local Plan** - Local Plans have statutory development plan status and are subject to rigorous procedures involving community involvement and formal testing through examination by an independent Planning Inspector to assess whether a plan has been prepared in accordance with the Duty to Co-operate, legal and procedural requirements and whether it is sound. Local Plans usually deal with non minerals or waste matters, but make reference to minerals and waste plans.

**National Planning Policy Framework (NPPF)** - The NPPF (March 2012) is a single document that sets out the Government's economic, environmental and social planning policies for England. Taken together, these policies articulate the Government's vision of sustainable development. The NPPF prioritises the role of planning in supporting economic growth.

**National Planning Practice Guidance (NPPG)** - The NPPG (March 2014) is an online resource setting out further detail on the Government's national planning policies set out in the NPPF.

**Soundness** - A Local Plan must be 'sound'. The tests of soundness are set out in paragraph 182 of the NPPF. A plan must be:

- Positively prepared
- Justified
- Effective
- Consistent with national policy.

**Stakeholder** - Any person or organisation expected to have a concern or interest in a particular minerals and waste development, site or policy.

**Statement of Community Involvement (SCI)** - A document which sets out how a Council will engage with communities in reviewing and preparing planning policy documents and consulting on planning applications.

**Strategic Environmental Assessment (SEA)** - A system of incorporating environmental considerations into policies, plans, programmes and part of European Union Policy. It is sometimes referred to as strategic environmental impact assessment and is intended to highlight environmental issues during decision-making about strategic documents such as plans, programmes and strategies. The SEA identifies the significant environmental effects that are likely to result from implementing the plan or alternative approaches to the plan. The Integrated Sustainability Appraisal (ISA) includes the SEA of the Plan alongside Sustainability Appraisal.

**Supplementary Planning Document (SPD)** - A type of planning document that provides support and additional detail on the implementation of policies contained in Local Plans. An SPD is a material consideration, but carries less weight than a Local Plan.

**Sustainability Appraisal (SA)** - Examines the impact of proposed plans and policies on economic, social and environmental factors, and ensures that these issues are taken into account at every stage so that sustainable development is delivered on the ground. It also appraises the different options that are put forward in the development of policies and the process of allocating sites.

**Thames Basin Heaths Special Protection Area (TBHSPA)** - A group of heathland sites distributed across Berkshire, Surrey and Hampshire that support important breeding populations of lowland heathland birds (especially the Nightjar, Dartford Warbler and Woodlark). The area is designated for its interest under a European Wildlife Directive (and subject to the assessment procedure set out in the Habitats Directive) in order to protect the important species of birds that live within them.