

Local Development Scheme 2019 - 2022

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1 Introduction and purpose of Local Development Scheme

1.1 The Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008 and Localism Act 2011) requires a Local Planning Authority to prepare and maintain a Local Development Scheme (LDS). Its main purposes are:

- to inform the local community and other interested parties of the development plan documents that are being prepared for the area, along with the envisaged timescales for their preparation.
- to establish the Council's priorities for the preparation of the new development plan documents and their associated work programmes, as well as their impact on resources (including financial).

1.2 This LDS supersedes the previous version that came into effect on 1st February 2018, and deals with the three-year period up to Spring 2022. This LDS takes effect from 20th February 2019.

Key Changes since February 2018

1.3 The previous LDS indicated certain milestones for the production of the Bracknell Forest Local Plan and Joint Minerals and Waste Local Plan, which it has not been possible to meet. These are:

- i. Bracknell Forest Local Plan: consultation on publication version in October / November 2018, followed by submission for examination in February 2019.
- ii. Joint Minerals and Waste Local Plan: consultation on preferred option in January – May 2018, followed by consultation on publication version in November 2018 / March 2019.

1.4 This has not been possible for the following reasons:

- The publication of the revised National Planning Policy Framework (NPPF) (July 2018) and associated planning practice guidance. Amongst other matters, the NPPF confirmed the need to use the new standard method for calculating local housing need and also broadened the definition of affordable housing. All local policies and proposals must be consistent with national policy and therefore there is a need to amend emerging policies to meet this requirement.
- The publication of a national consultation on updates to national planning policy and guidance, which may result in the Government requiring the use of the 2014-based household projections rather than the more recent 2016-based household projections in calculating local housing need. This has a significant impact on the housing need figure for Bracknell Forest and therefore the spatial strategy and sites that need to be allocated for development.
- Additional sites being submitted to be considered for allocation for development during consultation on the Draft Bracknell Forest Local Plan in February/March 2018. This resulted in the need for further analysis, evidence and consultation under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012) during September 2018.

- Requirement for additional technical evidence due to changes in national policy and the complexity of constraints affecting sites, for example, air quality modelling and employment need.
- The need for further work on additional economic and housing growth options in respect of the Bracknell Forest Local Plan.
- The need for two further calls for potential minerals and waste sites due to work on the Joint Minerals and Waste Local Plan recognising a shortfall in capacity particularly towards the end of the Plan period (2030+).

1.5 The changes referred to above mean that there is a need to review the work programmes set out in the current LDS. This will result in amended dates for the subsequent milestones for both Local Plans, as well as additional milestones (such as further consultation under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012)). The current LDS will be superseded once the revised document is brought into effect.

1.6 There is also a need to change the plan period covered by the Bracknell Forest Local Plan so that it extends to 2036. This allows for a 15 year plan period from submission (in 2020), in accordance with the revised NPPF. However, within this period, policies will be reviewed to establish whether or not they need updating at least once every five years from the adoption of the plan. This is a legal requirement set out in Regulation 10A of the Town and country Planning (Local Planning) (England) Regulations 2012.

Quick Guide to Planning Policy and Guidance

1.7 Following changes in legislation in 2011 and 2012 (through the Localism Act 2011 and new Town and Country (Local Plan) (England) Regulations 2012), there is no longer a requirement for local planning authorities to specify the timetables for producing other planning documents such as Supplementary Planning Documents (SPDs) in the LDS. However, the Council is aware that this is useful information that should be publicly available. Consequently, a summary of adopted SPDs and a list of those that the Council is proposing to prepare and review are available on the web site in a separate document titled 'Quick Guide to Planning Policy and Guidance'⁽¹⁾. This approach has been taken to enable the list to be updated on a more regular basis.

1 <https://www.bracknell-forest.gov.uk/sites/default/files/documents/quick-guide-planning-policy.pdf>

2 Policy context

National context

Localism Act 2011

2.1 The Act introduced a number of changes to the planning system, which are relevant to the preparation of planning policy documents:

- Abolition of Regional Strategies. Section 109 of the Act abolished the regional planning tier and also made provision to revoke, by Order, the whole or any part of a Regional Strategy. The Regional Strategy for the South East (Partial Revocation) Order came into force on the 25th March 2013.
- Duty to Co-operate. The Act placed a legal duty on local planning authorities, county councils and public bodies to engage constructively, actively and on an ongoing basis in dealing with strategic cross-boundary matters in the preparation of Local Plans. If an Inspector decides that this legal test has not been complied with on examination of a plan, he/she will recommend that it is not adopted. In addition to this, there is the test of soundness which is set out in full in the NPPF (para.35).
- Neighbourhood Planning. The Act introduced a new tier of planning called neighbourhood planning, which gives communities more of a say in the development of their local area. Communities have the power to make a Neighbourhood Development Plan and Neighbourhood Development Orders (including Community Right to Build Orders). The Local Planning Authority has a duty to support the process (see Neighbourhood Planning Regulations below).

Local Plan Regulations

2.2 The Town and Country (Local Plan) (England) Regulations 2012 came into force on 6th April 2012. These Regulations (and subsequent amendments) prescribe the form and content of a Local Plan and Policies Map and set out procedural arrangements for preparing Local Plans. They also list the prescribed bodies in relation to the Duty to Co-operate (Regulation 4), the requirements in relation to the Authority Monitoring Report (Regulation 34), and set out how information should be made available for inspection.

Neighbourhood Planning Regulations

2.3 The Neighbourhood Planning (General) Regulations 2012 came into force on 6th April 2012. The Regulations include the process and procedures for setting up Neighbourhood Areas, preparing Neighbourhood Development Plans, and Neighbourhood Development Orders (including Community Right to Build Orders). The first step in the neighbourhood planning process is for the 'relevant body' to apply to the Local Planning Authority for the designation of a Neighbourhood Area. Any plan or order needs to meet the 'basic conditions' set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990. These include the need to contribute to the achievement of sustainable development and be in general conformity with the strategic policies of the Development Plan. Once the independent

examiner issues a report, the Local Planning Authority considers this report to reach its own view and takes a decision on whether to send the plan/order to local referendum. If more than 50% of the votes are in favour of the plan/order, then the Council 'makes' the plan/order. It will then form part of the Development Plan and be taken into account when making decisions on planning applications in the area.

2.4 Six Neighbourhood Areas have been designated by the Council covering the following Parish/Town Councils:

- Binfield
- Bracknell
- Crowthorne
- Sandhurst
- Warfield
- Winkfield

This means that there is the potential for the whole of Bracknell Forest to be covered by Neighbourhood Plans. As they are not prepared by the Council and their timetables are dependent on the progress made by the respective communities, they cannot be included in the LDS. At the time of preparing this LDS, Binfield Neighbourhood Plan (April 2016) was the only plan to have been brought into legal force following a successful referendum in March 2016. It now forms part of the statutory Development Plan for Bracknell Forest. Whilst Bracknell Town Council had submitted its Neighbourhood Plan to the Council in November 2018, it had not been through the examination process at the time of compiling this LDS.

National Planning Policy Framework

2.5 The revised National Planning Policy Framework (NPPF) was published in July 2018, replacing the original NPPF (2012). Key changes from the original NPPF include:

- a new standard method for assessing housing need (set out within Planning Practice Guidance). The use of the standard method applies to plan-making for plans submitted on or after the 24 January 2019;
- a housing delivery test from November 2018;
- amendments to the definition of, and requirements for, affordable housing;
- a new section on 'Making effective use of land' (section 11), which requires local planning authorities to give substantial weight to the value of using suitable brownfield land within settlements for homes (para. 118c); and,
- a widening of the focus from biodiversity to environmental gain.

2.6 Following the publication of the revised NPPF the Government published a 'technical consultation on updates to national planning policy and guidance' in October 2018 ⁽²⁾. A section within the consultation proposes amending planning practice guidance to specify

2 <https://www.gov.uk/government/consultations/changes-to-planning-policy-and-guidance-including-the-standard-method-for-assessing-local-housing-need>

that the 2014-based household projections (rather than the latest 2016-based household projections) should provide the demographic baseline for the standard method for a time limited period.

National Planning Practice Guidance

2.7 The National Planning Practice Guidance (NPPG) was launched in March 2014 and is updated as necessary by the Government. The guidance provides an indication of the Secretary of State's views. The NPPG contains guidance on a wide range of planning matters; for example, there are sections on 'neighbourhood planning' and on 'brown development'. The 'housing need assessment' part of the guidance contains a detailed methodology as to how local housing need should be calculated.

Planning Policy for Traveller Sites

2.8 An updated version of Planning Policy for Traveller Sites (PPTS) was published in August 2015 and should be read in conjunction with the NPPF. This sets out national policy for Traveller sites and requires local planning authorities to work collaboratively to prepare a robust evidence base to establish accommodation needs and then set local targets for pitches and plots in a Local Plan. Appropriate sites should be allocated, to meet needs and enable the identification of a rolling five year supply of deliverable sites.

National Waste Planning Policy

2.9 The Waste Management Plan for England was published in December 2013 and sets out the Government's ambition to work towards a more sustainable and efficient approach to resource use and management. National Planning Policy for Waste was published in October 2014 and sets out detailed planning policies for waste within the framework provided by the National Plan.

Current Development Plan for Bracknell Forest

2.10 Documents forming the Development Plan for Bracknell Forest can be viewed at <http://www.bracknell-forest.gov.uk/developmentplan>

South East Plan

2.11 The South East Plan (SEP) was approved in May 2009. However, most of its content was revoked in March 2013, with the exception of Policy NRM6 which is concerned with the Thames Basins Heaths Special Protection Area (SPA).

Core Strategy

2.12 The Core Strategy was adopted in 2008. It is an overarching document which sets out the Council's long term planning framework and vision for the Borough up to 2026. Policy CS15 sets out the overall housing provision and requires a phased approach to the delivery of 11,139 dwellings over the plan period.

Site Allocations Local Plan

2.13 The Site Allocations Local Plan (SALP) was adopted in 2013. It includes the presumption in favour of sustainable development (through the inclusion of Policy CP1). This means that this is more than a material consideration through the NPPF. The primary

purpose of the SALP was to identify sites to meet the housing requirement of 11,139 dwellings between 2006 and 2026, as set out in the Core Strategy. It therefore allocated sites for a further 4,346 dwellings, including previously developed and greenfield sites that were outside defined settlement boundaries.

Bracknell Forest Borough Local Plan

2.14 The Bracknell Forest Borough Local Plan (BFBLP) was adopted in January 2002. It contains a number of detailed development management policies that were "saved" by the Secretary of State beyond 27 September 2007 ⁽³⁾. Although some of these policies have subsequently been superseded by policies in the Core Strategy and Site Allocations Local Plan, many remain in effect. These remain part of the Development Plan until such time as they are replaced by new policies.

Minerals and Waste Local Plans

2.15 The Replacement Minerals Local Plan for Berkshire (RMLP) was adopted by the former County Council in 1995, with alterations adopted in 1997 and 2001 to include the areas of Colnbrook and Poyle. It was intended to ensure that minerals were extracted at the right pace throughout the plan period (until 2006), and that there were enough planning permissions for mineral extraction at the end of that period for a further seven years of extraction (to the end of 2013). The plan also contains a number of development management policies. The Waste Local Plan for Berkshire (WLPB) was adopted in 1998. It looked at where new waste management facilities should be provided and methods of disposing of waste. The majority of the policies introduced by the RMLP and the WLPB were "saved" by the Secretary of State indefinitely until replaced by national, regional or local minerals and waste policies ⁽⁴⁾.

Background Evidence

2.16 Local Plans are prepared using a range of evidence (including primary data) prepared by the Council and by consultants on behalf of the Council. The purpose of establishing an evidence base is to ensure that all future planning policies and decisions are based on robust and up-to-date information. The importance of local planning authorities having an up to date, relevant and robust evidence base is emphasised in the revised NPPF (see above). The preparation of the new Local Plans specified in this LDS provides the opportunity to review existing evidence and update and expand on elements of it, where necessary, to fully accord with the requirements set out in the NPPF and National Planning Policy for Waste.

3 <https://www.bracknell-forest.gov.uk/planning-and-building-control/planning/planning-policy/development-plan/local-plan-2002>

4 <https://www.bracknell-forest.gov.uk/planning-and-building-control/planning/planning-policy/development-plan/minerals-and-waste>

3 Schedule of planned documents

Bracknell Forest Local Plan

3.1 Work will continue on the preparation of a Bracknell Forest Local Plan (BFLP) and associated Policies Map in accordance with the timetable set out within this section.

3.2 This will:

- cover the period to 2036;
- support the 'Plan for Growth' and economic strategies produced by the Thames Valley Local Enterprise Partnership (LEP) and the Council;
- identify the role of Bracknell Forest, following the partial revocation of the SEP;
- give confidence to investors and help leverage funding for any infrastructure needed to support a vision for the future;
- include policies to meet the requirements of the NPPF and the NPPG;
- be informed by a robust and up to date evidence base, including an assessment of housing needs (including Travellers), economic needs and recreational needs;
- include any site allocations to meet identified needs over the plan period;
- include policies to guide the delivery of development;
- include policies to fill 'policy gaps' left as a result of the revocation of the SEP such as heritage and green infrastructure; and,
- include a review of policies following changes to permitted development rights and the Use Classes Order.

3.3 The Council has an Infrastructure Delivery Plan (IDP) which is being updated and reviewed as part of this process. In addition, other supporting documents are being produced such as viability assessments.

Resources

3.4 The broad resource and management arrangements for the BFLP and Policies Map are set out in the timetable on the following pages. Whilst resources will be primarily drawn from the Planning Section of Place, Planning and Regeneration, input from other service areas and external resources may be used. Consultants are being engaged on specific projects where there is a lack of capacity in-house, or additional expertise is required. This particularly relates to technical baseline surveys, viability testing and other specialist areas where it is not economic to have an in-house resource.

Joint Minerals and Waste Local Plan

3.5 Work has begun on the preparation of a Joint Minerals and Waste Local Plan (JMWP) and associated Policies Map in partnership with three other Berkshire Authorities (Royal Borough of Windsor & Maidenhead, Reading Borough Council and Wokingham Borough Council) over the next three years and beyond.

3.6 The JMWP will:

- cover the period 2020-2036;
- set out a vision and strategy for mineral provision and waste management;
- give confidence and certainty to commercial operators and the local community over the plan period;
- take into account the requirements of the NPPF, NPPG, Waste Management Plan for England and National Planning Policy for Waste;
- include development management policies for evaluating minerals and waste planning applications;
- include any site allocations to meet identified needs over the plan period;
- be informed by a robust and up to date evidence base e.g. Local Aggregates Assessment, data on municipal waste arisings, transfer, treatment and disposal.

Resources

3.7 The broad resource and management arrangements for the JMWP and Policies Map are set out in the timetable on the following pages. Hampshire Services is contributing planning, specialist and managerial staff resources sufficient to prepare a sound plan. Whilst staff resources are primarily from Hampshire Services, there also needs to be input from the Planning Section of Place, Planning and Regeneration and other areas at Bracknell Forest Council such as Legal and Waste Management.

Profile of Bracknell Forest Local Plan

Document title	Bracknell Forest Local Plan
Lead Section	Local Plan Team, Planning, Transport Development, Parks and Countryside, Place, Planning and Regeneration.
Scope	Borough Wide
Priority	High
Synopsis	<ul style="list-style-type: none"> • Sets the Council's spatial vision, spatial objectives, and strategy for the distribution of development up to 2036; • reflects the most up-to-date national policies and guidance; • reviews and updates the existing Core Strategy policies, for example those dealing with housing and economic development; • reviews and updates 'saved' Bracknell Forest Borough Local Plan policies; • fills gaps in local policy, for example, those left by the partial revocation of the South East Plan e.g. green infrastructure; • establishes and enables the delivery of development needs for the Borough, including a housing target for the plan period, based on an objective assessment of need; • promotes sustainable economic growth, including planning for future employment, retail and business needs; • reviews elements of the existing SALP and allocates further strategic sites to meet development needs; • may include a review of the Green Belt boundary, depending on the amount and availability of land required to meet future identified development needs; • reviews the existing settlement boundaries; • includes a suite of development management policies on issues such as design, heritage, affordable housing and green infrastructure;

Document title	Bracknell Forest Local Plan
	<ul style="list-style-type: none"> • sets pitch and plot targets for Gypsies and Travellers and Travelling Showpeople; and • identifies any necessary sites for Gypsies and Travellers and Travelling Showpeople.
Chain of conformity	General conformity with national planning policy (the National Planning Policy Framework)
Current Document (date of adoption)	<p>'Saved' policies of the Bracknell Forest Borough Local Plan (2002 and saved in 2007)</p> <p>Core Strategy (February 2008)</p> <p>Site Allocations Local Plan (July 2013)</p> <p>The South East Plan, Policy NRM6 only (May 2009)</p>
Timetable	
Key Milestone	Timescale
COMMENCEMENT OF REVIEW (Notification of bodies/persons of intention to prepare a Plan, ⁽¹⁾ , SA scoping, evidence gathering and preparation of consultation documents)	<p>June 2015</p> <p>(June 2015 - June 2016)</p>
Issues and Options consultation	June/July 2016
Further evidence and analysis	July 2016 - February 2018
Draft Plan consultation (preferred option)	February/March 2018
Further consultation on new sites	September 2018
Further consultation on additional growth options	September - October 2019
Publication	February - March 2020
SUBMISSION ⁽²⁾	June - July 2020

Document title	Bracknell Forest Local Plan
Pre-Examination Meeting/Examination Hearing/Inspector's Report (3)	Autumn 2020
Report to Council/Adoption	January 2021
Management Arrangements	Head of Planning - Director, Place, Planning & Regeneration - Executive Member for Planning & Transport - Portfolio Review Group - Executive - Council
Resources	<p>Internal:</p> <ul style="list-style-type: none"> • Staff in the Local Plan Team; • Internal administrative and technical support; • Other Borough Council Officers' and Members' time; • Local Plan budget to cover consultation, printing and design costs, and examination costs. <p>External:</p> <ul style="list-style-type: none"> • Consultants and major landowners for some aspects of preparation; • Local Strategic Partnership to provide link with the community; • Representatives from stakeholder groups to attend meetings and contribute to preparation etc; • Development industry expertise; • Specific Local Plan budget for possible use of consultants for specific aspects of preparation; • Duty to Co-operate bodies; • Other external agencies/consultees; • Amenity/Community groups.
Approach to involving stakeholders and community	Wide stakeholder and community involvement using a range of consultation methods described in the Statement of Community Involvement, which also meets the requirements set out in relevant Regulations.

1. (Reg 18 Town and Country Planning (Local Planning) (England) Regulations 2012)
2. Assumes that only minor changes, ie. typographical changes are needed following consultation on the Publication document.
3. The Planning Inspectorate usually decides whether a Pre-Hearing meeting is needed. This could affect timing of subsequent stages. Assumes no further consultation on main modifications necessary following examination hearings.

Profile of Joint Minerals and Waste Local Plan

Document title	Joint Minerals and Waste Local Plan
Lead Section	Local Plan Team, Planning, Transport Development, Parks and Countryside, Environment, Culture and Communities Department in conjunction with Hampshire Services as contractor
Scope	Bracknell Forest, Wokingham Borough, Royal Borough of Windsor and Maidenhead, Reading Borough
Priority	High
Synopsis	Set out policies on minerals and waste across the four authorities.
Chain of conformity	General conformity with national planning policy (the National Planning Policy Framework, Waste Management Plan for England and National Planning Policy for Waste)
Current Document (date of adoption)	Replacement Minerals Local Plan for Berkshire (including Alterations), 2001 (RMLP), Waste Local Plan for Berkshire, 1998 (WLPB)
Timetable	
Key Milestone	Timescale
COMMENCEMENT OF REVIEW (Notification of bodies/persons of intention to prepare a Plan, ⁽¹⁾ , SA scoping, evidence gathering and preparation of consultation documents)	September 2016 - March 2017
Issues and Options consultation	March - September 2017
Further evidence and analysis	July 2017 – May 2018
Preferred Options consultation	June - November 2018
PUBLICATION (6 weeks)	Autumn 2019

Document title	Joint Minerals and Waste Local Plan
Consideration of representations	September 2019 - January 2020
SUBMISSION ⁽²⁾	Winter 2020
Pre-Examination Meeting/Examination/ Hearings ⁽³⁾	Summer 2020
Receipt of Inspector's report	Autumn 2020
Report to Council/Adoption	Winter 2020/2021
Management Arrangements	Head of Planning - Director, Place, Planning & Regeneration - Executive Member for Planning & Transport - Portfolio Review Group - Executive - Council
Resources	<p>Internal:</p> <ul style="list-style-type: none"> • Staff in the Local Plan Team; • Internal administrative and technical support; • Other Borough Council Officers' and Members' time; • Local Plan budget to cover consultation, printing and design costs, and examination costs. <p>External:</p> <ul style="list-style-type: none"> • Hampshire Services; • Representatives from stakeholder groups to attend meetings and contribute to preparation etc; • Commercial Operators' expertise; • Duty to Co-operate bodies; • Other external agencies/consultees; • Specific Local Plan budget.
Approach to involving stakeholders and community	Wide stakeholder and community involvement using a range of consultation methods described in the Statement of

Document title	Joint Minerals and Waste Local Plan
	Community Involvement, which also meets the requirements set out in relevant Regulations.

1. (Reg 18 Town and Country Planning (Local Planning) (England) Regulations 2012)
2. Assumes that only minor changes, ie. typographical changes are needed following consultation on the Publication document.
3. The Planning Inspectorate usually decides whether a Pre-Hearing meeting is needed. This could affect timing of subsequent stages. Assumes no further consultation on main modifications necessary following examination hearings.

Profile of Policies Map

Document title	Policies Map
Lead Section	Local Plan Team, Planning, Transport and Countryside Division, Environment, Culture and Communities Department
Scope	Borough Wide
Priority	High
Synopsis	The adopted Policies Map spatially illustrates the policies of the Local Plans on an Ordnance Survey base (currently the Core Strategy, Site Allocations Local Plan policies, 'saved' policies in the Bracknell Forest Borough Local Plan, Replacement Minerals Local Plan for Berkshire (RMLP), Waste Local Plan for Berkshire (WLPB) and Binfield Neighbourhood Plan). It will be updated to incorporate any changes from specific area based policies resulting from the adoption of the Bracknell Forest Local Plan and the Joint Minerals and Waste Local Plan.
Chain of conformity	Conformity with the adopted Local Plans.
Current Policies Map (date of adoption)	Bracknell Forest Borough Policies Map (July 2013). Policies Map associated with Replacement Minerals Local Plan for Berkshire (RMLP), Waste Local Plan for Berkshire (WLPB). Policies Map associated with the Binfield Neighbourhood Plan (2016)
Timetable	
Key Milestone	Timescale
	To be progressed alongside the timetables for the Bracknell Forest Local Plan and the Joint Minerals and Waste Local Plan.
Management Arrangements	Head of Planning - Director, Place, Planning & Regeneration - Executive Member for Planning & Transport - Portfolio Review Group - Executive - Council

Document title	Policies Map
Resources	<p>Internal:</p> <ul style="list-style-type: none"> • Staff from the Local Plan Team; • Internal administration and GIS technical support; • Other Borough Council Officers' and Members' time; • Local Plan budget to cover printing and design costs. <p>External:</p> <ul style="list-style-type: none"> • Local Plan budget to fund use of consultants.
Approach to involving stakeholders and community	As for Bracknell Forest Local Plan and the Joint Minerals and Waste Local Plan.

4 Risk assessment

4.1 As the Council is required to set out firm timetables for the delivery of Local Plans it is important to identify the risks that could affect the work programme set out in this LDS, and consider how the risks may be minimised and mitigated. The position is summarised in the table below:

Table 1 - Risk Factors affecting the LDS

Risk	Level of Risk	Possible Consequences and Mitigation
Potential change in national and local political control/ leadership	High	<p>There may be further changes to legislation and guidance introduced by the Government which will need to be taken account of as and when published, which could be part way through document preparation (as has been the case with the revised National Planning Policy Framework (2018)).</p> <p>Changes in policy and guidance will be monitored and assessed for their impact on the content of emerging documents. Any Local Plan will be based upon the information available at that time. Advice will be sought from the Department for Housing Communities and Local Government and the Planning Inspectorate, as appropriate. Locally, officers will work closely with Members through working groups and committees.</p>
Staffing and Resources	Medium/ High	<p>Government spending cuts continue to affect resources across the Council. Over the past few years, there has been a reduction in staff available to carry out local planning work within the Local Plan Team. In addition to work on drafting policies/guidance and the implementation of projects, the Duty to Co-operate now requires the dedication of additional resources on an ongoing basis.</p> <p>Schedule 4B (para.3) to the Town and Country Planning Act 1990 (as amended) requires a local planning authority to provide advice or assistance to a 'qualifying body' that is producing a neighbourhood plan. This also places pressures on staff and resources, particularly as all of the Borough's six parishes have been designated as Neighbourhood Areas. Whilst the Binfield Neighbourhood Plan has been brought into legal force, others are still under preparation. Close contact will be maintained with Town/Parish Councils regarding timetables for progressing documents.</p>

Risk	Level of Risk	Possible Consequences and Mitigation
		<p>Risks to the preparation of the Joint Minerals and Waste Plan (JMWP) are being managed through commissioning a specialist service (Hampshire Services) to deliver the plan. Hampshire Services have a history of preparing successful minerals and waste plans. Close contact is being maintained with Hampshire Services and the contract is being carefully managed.</p> <p>In recognition of the fact that four local authorities are involved in the JMWP, a joint board has been set up to act as an advisory body/sounding board for decisions. Currently, decisions regarding key milestones during the plan making process are being dealt with in accordance with the internal governance arrangements for each Authority. Key milestones include the draft Plan for publication, the draft Plan for submission to the Secretary of State for examination and the adoption of the Plan. The final adoption of the Plan will need to be by each Council.</p>
Resources of External Agencies, including Planning Inspectorate	High	<p>Preparation of a Local Plan requires considerable input from other organisations, including the Planning Inspectorate (due to the examination process) and Duty to Co-operate bodies. Many will be involved in the preparation of other Local Plans. The Council relies upon collaborative working with a number of partners, particularly to address cross-boundary issues and infrastructure. If these organisations do not have sufficient resources, this could result in delays to timetables.</p> <p>In order to minimise risk, the Council will seek to talk to such organisations as early as possible, and it is hoped that the Council can build upon existing working relationships in order to progress the production of the Local Plans. The Council has an Infrastructure Delivery Plan which demonstrates partnership working - this is being updated. The Council will also keep in close contact with the Planning Inspectorate and make it aware of any alterations to programmes.</p>
Legal Compliance/Soundness/Legal Challenge	Medium	<p>The Council (in conjunction with Hampshire Services) will seek to ensure that the Local Plans are legally compliant, "sound", based upon a robust evidence base, and have well audited consultation processes in order to minimise the risk of legal challenge. The</p>

Risk	Level of Risk	Possible Consequences and Mitigation
		Council 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.
Thames Basins Heaths Special Protection Area	Medium	The Thames Basin Heaths Special Protection Area (SPA) is protected under The Conservation of Habitats and Species Regulations 2017 and European Directive 2009/147/EC. It is a network of heathland sites dedicated due to their ability to provide a habitat for internationally important bird species. The Bracknell Forest Local Plan will require an Appropriate Assessment to ensure it won't adversely affect the integrity of the SPA, and cannot be submitted until this work is completed, as it would otherwise be found unsound.
High levels of public interest in consultations and large volumes of responses to consultations	Medium	High levels of interest in consultations and a large volume of responses result in pressure on staff and other resources due to the need to support the process and consider representations. When project planning for controversial documents (particularly any involving the allocation of sites), additional time will need to be programmed for early engagement and consultation and subsequent analysis of responses.
Dating of evidence base	Medium	Due to fluctuations in the economy, there is a risk that studies can become outdated before reaching the examination stage. As a result there is a need to monitor the situation and update information where possible.
Joint Working	Medium	<p>The Planning and Compulsory Purchase Act 2004 (as amended) and Local Plan Regulations (which prescribe the relevant bodies) impose the Duty to Co-operate and the need to work collaboratively on strategic issues in relation to the planning of sustainable development. The Council is required to engage constructively, actively and on an ongoing basis.</p> <p>Joint working is taking place on evidence studies relating to strategic issues that cross Borough boundaries, as appropriate. Studies most</p>

Risk	Level of Risk	Possible Consequences and Mitigation
		<p>appropriately addressed through joint work are being identified at an early stage, bearing in mind local plan timetables. Consideration is being given to the governance of joint work and decision making at various milestones, prior to the commencement of work, for example, the approach that has been taken with the Strategic Housing Market Assessment.</p> <p>Whilst the Joint Minerals and Waste Plan does not cover Slough Borough or West Berkshire, contact will be maintained with these Authorities in the interests of planning for minerals and waste strategically and addressing any cross-border issues.</p>

5 Monitoring and review

5.1 The Council compiles Authority Monitoring Reports (AMRs), which include a report on progress on the LDS. The timetables for the Bracknell Forest Local Plan (BFLP) and Joint Minerals and Waste Local Plan (JMWP) set out in the LDS will be reviewed in this document. In particular, the following matters will be looked at:

- progress against specific milestones;
- reasons for any mismatch and proposed actions;
- any new technical information that warrants changes or reviews;
- any new legislation or guidance or reviews of other strategies that may have an impact; and
- any other unforeseen circumstances that may have arisen.

5.2 The AMR will also monitor:

- policies in adopted documents to identify whether or not they are being implemented and identify actions to ensure implementation or replacement (if appropriate);
- whether targets and indicators within the Local Plans are being met (and identify actions to overcome any areas where these are not being achieved);
- specifically on housing, the number of dwellings built during the monitoring period and forecast completions on remaining sites. This enables the housing trajectory to be updated and progress against the housing requirement to be assessed.

5.3 The AMR includes data published in the Council's annual report on 'Planning Commitments for Housing' and 'Planning Commitments for Employment Uses'.

5.4 The AMR and Commitments can be viewed at:

<https://www.bracknell-forest.gov.uk/planning-policy-monitoring>

Further Information

5.5 For further information about this document or on the preparation of Local Plans, please contact a member of the Local Plan team at:

- Planning Department
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Bracknell Forest Council
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Market Street
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RG12 1JD
- [mailto: development.plan@bracknell-forest.gov.uk](mailto:development.plan@bracknell-forest.gov.uk)
- Telephone: 01344 351000
- Alternatively visit:
<http://www.bracknell-forest.gov.ukhttps://www.bracknell-forest.gov.uk/planning-policy-monitoring>

6 Glossary of terms

Term	Definition
Authority Monitoring Report	<p>The Authority Monitoring Report (AMR) monitors progress in preparing documents in the Local Development Scheme and assesses the extent to which planning policies are being implemented successfully.</p> <p>The AMR also updates monitoring information in key subject areas, including housing, economic development and retail, and examines the implications of the information for the Development Plan.</p>
Basic Conditions (of Neighbourhood Plan)	<p>Basic Conditions for Neighbourhood Plans are specified by law. They must:</p> <ul style="list-style-type: none"> • be appropriate having regard to national policy and guidance • contribute to the achievement of sustainable development • be in general conformity with the strategic policies in the development plan for the local area • be compatible with EU obligations <p>meet the prescribed conditions (to not have a significant effect on a European site or a European offshore marine site).</p>
Community Right to Build Order	<p>A Community Right to Build Order (CRTBO) is a type of Neighbourhood Development Order (NDO), and can be used to grant planning permission for small scale development schemes (e.g. housing) for community benefit. Local community organisations that meet certain requirements or parish/town councils are able to prepare CRTBOs.</p>
Development Plan	<p>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.</p> <p>The Development Plan for the Borough includes Policy NRM6 of the South East Plan, the Core Strategy, the Site Allocations Local Plan, saved policies in the Bracknell Forest Borough Local Plan, saved policies in the Minerals Local Plan, saved policies in the Waste Local Plan and the Binfield Neighbourhood Plan. It is important that all documents comprising the Development Plan are read together.</p>

Term	Definition
Infrastructure Delivery Plan (IDP)	A document that identifies, as far as is possible, the infrastructure needs (e.g. provision for new open space, road/junction improvements, schools and other community uses) associated with the development of sites. It is compiled following engagement with infrastructure providers and partner organisations. The current IDP for Bracknell Forest relates specifically to strategic sites allocated through the Site Allocations Local Plan (SALP).
Localism Act 2011	The Act received Royal Assent in November 2011 and covers a wide range of measures that have an impact on local government. The principle of localism is that power and resources should be transferred from central government to the local level. It is based on the principle that decisions should be taken as closely as possible to the people they affect.
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.
National Planning Policy Framework	The revised National Planning Policy Framework (NPPF) (July 2018) superseded the original NPPF (March 2018), and is a single document that sets out the Government's planning policies for England and how these should be applied. Paragraph 8 sets out three overarching objectives (economic, social and environmental) which are interdependent and need to be pursued in mutually supportive ways. Sustainable development is to be delivered through the preparation and implementation of plans and the application of policies that are based on these objectives
National Planning Practice Guidance	The National Planning Policy Guidance (NPPG) was launched in March 2014 and is updated as necessary by the Government. It is an online resource setting out further detail on the Government's national planning policies set out in the NPPF.
Neighbourhood Area	Designating the Neighbourhood Area is the first stage of preparing a Neighbourhood Development Plan or Order, and designates the boundary to which the plan or order will affect. The application is submitted by the relevant body (parish/town council) to the local planning authority. Neighbourhood Areas must be coherent, consistent and appropriate in planning terms.
Neighbourhood Development Plan	A plan that establishes planning policies for the development and use of land in a neighbourhood. It may contain a vision, aims, planning policies, proposals for improving the area or providing new facilities, and, identify key sites for specific kinds of development.

Term	Definition
Neighbourhood Development Order	A Neighbourhood Development Order (NDO) is a means for parish/town councils to grant planning permission for certain kinds of development within a specified area. These orders may apply to the whole or just part of a Neighbourhood Area.
Planning Policy for Traveller Sites	The Planning Policy for Traveller Sites (PPTS) (August 2015) sets out national policy for Traveller sites and requires local planning authorities to work collaboratively to prepare a robust evidence base to set local targets and plan for Traveller sites. It must be read in conjunction with the NPPF.
South East Plan	The South East Plan (SEP) was partially revoked in March 2013. Policy NRM6, which relates to new residential development near the Thames Basin Heaths Special Protection Area, an area designated under European Directives 79/409/EEC (now codified in 2009/147/EC) and 92/43/EEC, is retained.
Soundness Tests	<p>A Local Plan must be 'sound'. The tests of soundness are set out in paragraph 35 of the NPPF. To be 'sound' a plan must be:</p> <ul style="list-style-type: none"> • Positively prepared • Justified • Effective • Consistent with national 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.
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. Each Local Plan that the Council produces is accompanied by its own SA. Although not a requirement for an SPD, the Council has, to date, prepared SAs for many of the SPDs in order to ensure that social, environmental and economic factors are considered.

Term	Definition
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.

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Nepali

यस प्रचारको सक्षेपं वा सार निचोड चाहिं दिइने छ ठूलो अक्षरमा, ब्रेल वा क्यासेट सून्नको लागी । अरु भाषाको नक्कल पनि हासिल गर्न सकिने छ । कृपया सम्पर्क गनुहोला ०१३४४ ३५२००० ।

Tagalog

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Urdu

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