

LOCAL DEVELOPMENT SCHEME FOR HARBOROUGH DISTRICT

2009 – 2012

REVISION

November 2008

**Harborough District Council
Council Offices
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Foreword

This revision of the Local Development Scheme (2009 – 2012) for Harborough District sets out the timetable for producing documents which will become the Local Development Framework. It provides clarity on which documents will be prepared, their timescales and the opportunities for public involvement in the plan making process.

This Local Development Scheme has been prepared at a time of uncertainty about the proposed Pennbury eco-town. The Government has made it clear that such a proposal should be considered through the statutory planning process. This means that the eco-town might form one of the options to be considered in the Options Report of the Core Strategy. If this option was to become the preferred option, and the Core Strategy was adopted including the eco-town, then an Area Action Plan for it would be prepared to provide guidance for detailed implementation.

The inclusion of the Area Action Plan in the revised LDS does not commit the Council to its preparation or infer any preference or support to the Eco-town development at this stage of the process. If the Council is able to determine that the eco-town should not be taken forward through the Local Development Framework, the delivery option of an Area Action Plan will not be taken as it would not be necessary. In this instance the Council would report through the Annual Monitoring Report of its intention not to produce the Area Action Plan, which would then be removed from subsequent revisions of the LDS.

Summary

What is the Local Development Scheme?

The Local Development Scheme (LDS) is produced by the Council and explains which documents provide the current planning policies for Harborough District. The LDS is the project plan for the preparation of Local Development Documents (LDDs) which will make up the Harborough District Local Development Framework. It sets out which documents will be prepared under planning legislation, when they will be produced and how they relate to one another.

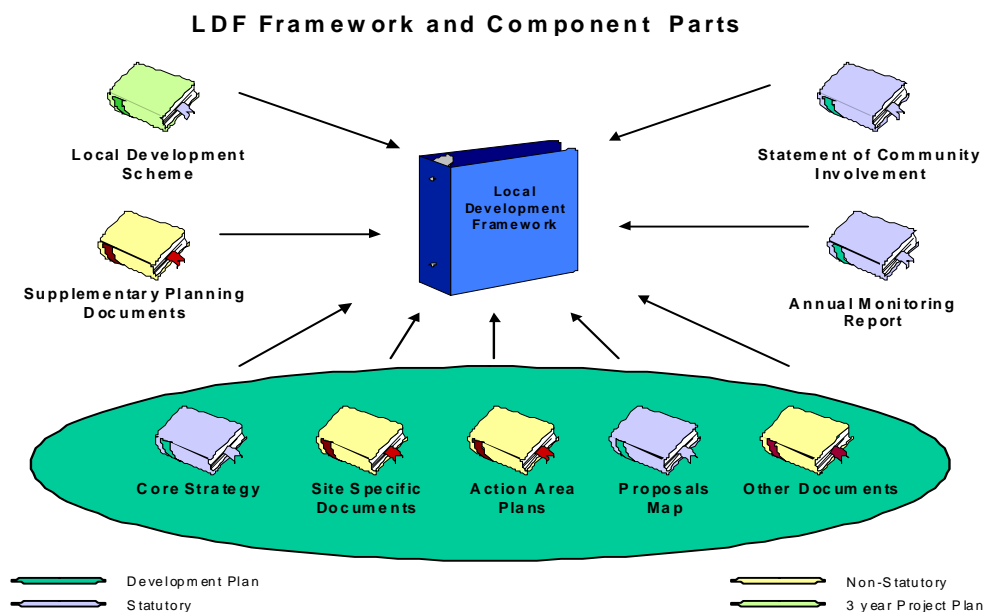
The LDS covers the period from January 2009 to January 2012 and includes a timetable, setting out the opportunities for public involvement with regard to each document.

What is the Local Development Framework?

As required under planning legislation introduced in 2004, the Council has begun work on producing a Local Development Framework (or LDF) to replace the Local Plan. The LDF will consist of a number of Local Development Documents which will be produced and consulted upon separately.

There will be two types of documents in the LDF: Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs). DPDs will have development plan status, and will be used to determine planning applications. SPDs will provide further details and expand upon the policies in DPDs.

The LDF will set out not only where development may take place and the kinds of development that may occur, but will also take account of the strategies and plans of other organisations and bodies. In some instances, the LDF will explain how it can assist in the delivery of other strategies, such as the Sustainable Community Strategy.



The table below indicates which Local Development Documents will cover the following broad issues:

Issue	Document
<ul style="list-style-type: none"> • Strategic allocations and broad locations for development within the District • Sustainability criteria • Approach to design • Implementation (including a broad policy on development contributions) 	Core Strategy Development Plan Document
<ul style="list-style-type: none"> • Allocating land for housing, employment, commercial and leisure uses • Reviewing undeveloped Local Plan housing and employment allocations • Gypsy and Traveller sites 	Allocations Development Plan Document
<ul style="list-style-type: none"> • Strategy for delivery of Pennbury eco-town should it be required through the Core Strategy • Plan to guide the location, design and layout of new development • Detailed implementation programme 	Pennbury Area Action Plan ¹
<ul style="list-style-type: none"> • Developer contributions • Community Infrastructure Levy 	Developer Contributions Supplementary Planning Document
<ul style="list-style-type: none"> • Map showing all the site-specific adopted development plan policies 	Proposals Map – will not be consulted upon - adopted policies only.
<ul style="list-style-type: none"> • Progress in meeting targets in Local Plan and DPD policies, together with LDS timetable milestones. 	Annual Monitoring Report – will not be consulted upon – for information only.

¹ The LDS is a process document only and does not commit the Council to producing an AAP should it not be required by the Core Strategy.

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1 Introduction

- 1.1 The Planning and Compulsory Purchase Act 2004 requires local authorities to prepare a Local Development Scheme (LDS). The LDS aims to make it clear to local communities and stakeholders what the planning policies are in relation to Harborough District.
- 1.2 The LDS sets out the Council's programme for the preparation of Local Development Documents (LDDs) which will make up the Harborough District Local Development Framework (LDF) over the 3 years from January 2009 to January 2012. The three year programme sets out a timetable for the production of individual documents and includes "milestones" (key stages) to inform the public about the dates for opportunities to get involved in the plan-making process. The documents comprising the LDF will change over time as it becomes necessary to review the timetable in light of progress made.
- 1.3 This is the third Local Development Scheme that Harborough DC has produced. This version updates the previous document which covered the period September 2006 to September 2009 with revised timetables and an up-to-date list of the documents that will be produced up to January 2012. Planning Policy Statement 12: Local Spatial Planning allows Councils to 'roll-forward' their Local Development Scheme, providing such a review is justifiable.
- 1.4 The Council's Annual Monitoring Report 2006/2007 (published in December 2007) identified the need to review the LDS to reflect current progress and a number of uncertainties outside the control of the District Council. The AMR may be viewed online at www.harboroughonline.co.uk/amr. It covers the period from 1st April 2006 to 31st March 2007 and includes a review of:
 - Whether key milestones (as set out in the LDS) have been met, are on course to be met, are falling behind schedule, or will not be met;
 - The reasons for the production of documents falling behind schedule or milestones not being met;
 - The need to update the LDS in the light of the above and the procedures and timetable for the review of the LDS.
- 1.5 In the light of the progress review set out in the AMR and current uncertainties, particularly surrounding the proposal for an eco-town in the District, it is considered necessary to revise and update the LDS. This will ensure it reflects current progress with the preparation of the Local Development Framework and successfully communicates the Council's priorities and anticipated work programme.
- 1.6 Reviewing the LDS at the current time also allows the Council to set out its programme of document delivery to reflect the changes

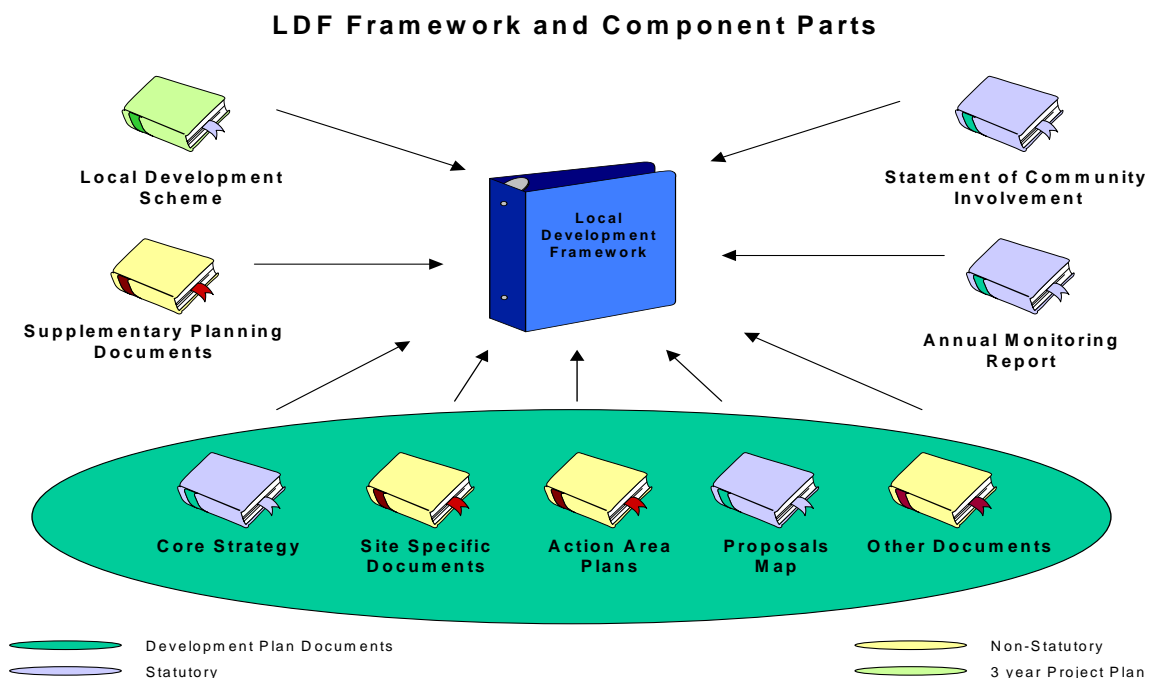
introduced under Planning Policy Statement 12: Local Spatial Planning (2008) and associated amendments to Regulations (Statutory Instrument 2008 No. 1371).

- 1.7 The Council is committed to the programme set out in the LDS. This will provide greater certainty to all involved in the future planning of the District and will enable the Council to prioritise and plan resources for the preparation of individual Development Plan Documents. It will also provide a means of co-ordinating the activities of different departments, organisations and local groups involved in the planning process.

2 The Local Development Framework

- 2.1 The Local Development Framework (LDF) is effectively a folder comprised of a number of Local Development Documents (LDDs) which set out the planning policies for the District. Some of the documents contained within the LDF are statutory and form part of the development plan for the District; others are non-statutory. Both types of document are included within the LDS. It should be noted that whilst the text below sets out the types of documents that may comprise the LDF, the Council has flexibility in deciding which documents to produce and when to prepare them. There is no requirement to produce all the various types of document as their need will clearly depend on local circumstances. The Council must also ensure that it has the resources available to produce any document included within the LDS. For this reason, different documents will be brought forward at different times. Figure 1 sets out the documents that can form part of the Local Development Framework.

Figure 1



Development Plan Documents

2.2 Development Plan Documents (DPDs) are statutory documents that form part of the development plan for Harborough District. Policies contained within such documents will have considerable weight in the determination of planning applications. All DPDs will be subject to independent examination by a Planning Inspector appointed by the Secretary of State. The Council will subsequently receive the report of the Inspector setting out his recommendations. The Council is obliged to accept the Inspector's recommendations and to incorporate them into the DPD prior to its adoption.

2.3 There are different types of DPDs. These are as follows:

- **Core Strategy DPD** – this document will set out the vision and strategic objectives for the District, including the amount and broad locations for future housing and employment. Policies within this document will apply to the whole of the local authority area and will not generally be site-specific, although strategic sites for development can be allocated. Once adopted, all other DPDs must be in conformity with the Core Strategy.
- **Allocation DPDs** – these documents will relate to topic or site specific matters such as housing and employment. These documents will identify and allocate sites for specific future uses.
- **Area Action Plan DPDs** – these documents will be produced for areas of the District where considerable change is proposed. Within such documents there is a strong focus on implementation.
- **Proposals Map** – this document will comprise an Ordnance Survey based map that illustrates all policies and proposals contained within the development plan for the District. The Proposals Map will be revised as new DPDs are adopted, where a policy is deleted or when a saved policy ceases to be part of the LDF to ensure that it accurately reflects all policies and proposals relating to the District.

Supplementary Planning Documents

2.4 Supplementary Planning Documents (SPDs) are non-statutory documents that elaborate upon a policy or proposal contained within either a DPD or a saved Local Plan policy. They are not subject to independent examination by an Inspector but do have to follow statutory procedures in their preparation. Once adopted, these documents will form a material consideration in planning decisions. SPDs can be both District wide or specific to a particular area or site within the District. Whilst the nature of SPDs will vary, they include design advice, development briefs and documents relating to specific planning issues (eg affordable housing, lighting, householder extensions).

Statement of Community Involvement

- 2.5 The Statement of Community Involvement (SCI) sets out how the Council will consult and engage the community in the production of Local Development Documents and in the determination of planning applications. It is a public statement setting out who, how and when the community will be involved in the process of producing Local Development Documents. It is the only statutory Local Development Document that is not a Development Plan Document that will be subject to examination by an Inspector. The Council will be required to comply with the SCI in the production of each Local Development Document. For this reason, this was one of the first documents produced by the Council and adopted in July 2006. The adopted SCI is available online at the following addresses: www.harborough.gov.uk/sci .

Annual Monitoring Report

- 2.6 The Council publishes an Annual Monitoring Report (AMR) in December of each year. This report monitors how effective the policies and proposals within the LDF are in meeting the vision set out in the Core Strategy DPD and the extent to which targets are being met.
- 2.7 The AMR also assess the extent to which the milestones set out in the LDS for the preparation of individual LDDs are being met. If any of the key milestones are not being met, the reasons for this and actions proposed are set out in the AMR. The findings of the AMR feed into the justification for revising the LDS.

3 Relationship between the LDF and existing plans

- 3.1 Under the planning system introduced in 2004, the development plan for Harborough District currently consists of:
- The Regional Spatial Strategy (RSS) for the East Midlands (2001 – 2021), to be replaced by the emerging East Midlands Regional Plan early in 2009;
 - Saved policies from the Leicestershire, Leicester and Rutland Structure Plan (1996-2016);
 - Saved policies from the adopted Harborough District Local Plan;
 - Saved policies from the Alterations to the Local Plan.
- 3.2 The current Regional Plan (RSS8) was adopted by the Government in March 2005. A review of the RSS began in April 2005 to bring the document fully into line with the Planning and Compulsory Purchase Act 2004. Following an independent Examination in Public on the draft between May-July 2007, the Secretary of State's Proposed Changes to the Regional Plan were consulted upon between July and October 2008. The Government is expected to adopt the replacement Regional Plan by early 2009. However, the Regional Assembly, at the

Government's request, has already published a project plan for a Partial Review of the Regional Plan to be completed by 2011. This Partial Review will look at a limited set of issues including housing, transport, coastal flood risk and renewable energy.

- 3.3 So far as the Leicestershire, Leicester and Rutland Structure Plan (1996 – 2016) is concerned, Housing Policy 1 and Housing Policy 3 have been saved until the adoption of the new Regional Plan for the East Midlands in the New Year (see paragraph 3.2 above).
- 3.4 The Minerals Local Plan was adopted in 1995, with an original end date of 2006 and the Waste Local Plan was adopted in 2002, with an original end date of 2006. While work on the production of Minerals and Waste Development Frameworks progresses, all the Waste Local Plan policies and some of the Minerals Local Plan policies have been saved (full details can be found at www.leics.gov.uk). Meanwhile the Core Strategy and Development Control Policies documents for both the Minerals and Waste Development Frameworks have been submitted to the Secretary of State and a consultation on these documents was undertaken between 23rd June and 4th August 2008. An Examination into these documents will take place early in 2009 with final adoption expected later in the year.
- 3.5 Following the introduction of the Planning and Compulsory Purchase Act in 2004, Local Planning Authorities were allowed to 'save' their Local Plan policies for 3 years to September 2007. This was to allow work on producing the Local Development Framework (LDF) to take place. Whilst work on the LDF continued, the Government recognised that Local Authorities would need to carry forward Local Plan policies beyond September 2007 so as to avoid a policy vacuum. As part of this process Local Plan policies had to be assessed against 11 Government specified criteria which included:
- Policies have regard to the Community Strategy for the area;
 - Policies are in general conformity with the regional spatial strategy;
 - Policies are necessary and do not merely repeat national or regional policy;
 - Policies support the delivery of housing;
 - Policies that support economic development and regeneration, including policies for retailing and town centres; and
 - Policies that promote renewable energy; reduce impact on climate change; and safeguard water resources.
- 3.6 Having undergone this process, Appendix C sets out the policies of the Local Plan and the Alterations to the Local Plan which were confirmed as saved by Government Office for the East Midlands in September 2007. These policies are saved indefinitely, or until they are replaced by policies within the Local Development Framework.

- 3.7 Harborough District Council has adopted a wide range of Supplementary Planning Guidance to elaborate on the policies and proposals within the adopted HDLP and the Alterations to that plan. All SPG has been subject to extensive consultation and adopted through a Council resolution in accordance with Planning Policy Guidance Note 12 (Development Plans). Appendix B provides details of adopted SPG. These SPGs will continue to be SPG to the adopted plan and Alterations during the time that such plans are saved, or until superseded by new DPD and SPD, and will, therefore, continue to constitute a material consideration in planning decisions.

4 Local Development Scheme for Harborough (January 2009 – January 2012)

- 4.1 The Local Development Scheme for Harborough covering the period January 2009 – January 2012 will comprise the following documents:

Saved Local Plan policies and SPG:

- ‘Saved’ policies from the Harborough District Local Plan
- ‘Saved’ policies from the Alterations to the Harborough District Local Plan
- SPG to saved policies

Local Development Documents:

- Local Development Scheme (2009 – 2012)
- Statement of Community Involvement
- Core Strategy DPD
- Allocations DPD
- Pennbury AAP
- Developer Contributions SPD
- Affordable Housing SPD (SPD to the adopted Local Plan)
- Proposals Map
- Annual Monitoring Report

- 4.2 The Proposals Map will be a dynamic document and amended to reflect changes to the development plan. It will be updated to show the geographic extent of site specific policies or other matters referred to in adopted Development Plan Documents.

- 4.3 Appendix A sets out individual profiles for each Local Development Document to be prepared by the Council. This provides a brief description of each document, information on its status, its relationship to other documents (including the need for conformity) and the timing of the main stages or ‘milestones’ towards its adoption.

5 Background Information, Sustainability Appraisal and Strategic Environmental Assessment

5.1 A wide range of background information will inform the production of the Council's Local Development Documents, including survey and monitoring work, documents prepared by Harborough District Council, external bodies, regional and national guidance and technical studies. The evidence base will vary for each Local Development Document being produced.

5.2 The principal documents that will comprise the evidence base are listed below. Proposals to keep key elements of the evidence base under review are indicated.

- Broughton Astley Improvement Team Mapping of Services and Community Development Strategy (Sept 2007)
- Car Parking Baseline Study (2007)
- Central Leicestershire Local Transport Plan (2006-2011)
- Climate Change Strategy for Leicestershire (2005) and Climate Change Action Plan (2007)
- Community Strategy published by the Leicestershire Local Strategic Partnership (Leicestershire Together)
- Core Strategy Issues and Options (May/June 2005) Summary of Consultation Responses
- Draft Sustainable Community Strategy (2007)
- East Midlands Strategic Distribution Study (November 2006)
- Employment Land Study (Jan 2006)
- Feasibility Study for the Creation of a Community Forest in the Central Leics Area (2006)
- Foxton Project Masterplan (2005)
- Green Wedge Management Plan - Oadby, Stoughton, Thurnby (2005)
- Gypsy and Traveller Needs Assessment (April 2007)
- Hands on Harborough Final Report (2007)
- Harborough District Council Housing Strategy (expected 2007)
- Harborough Employment Land Project (January 2006)
- Harborough Promotions Blueprint Tourism Strategy (2005)
- Harborough Retail Study (Oct 2007)
- HDC Housing Market Study and Needs Assessment 2003-2004 (March 2004 and updated in 2006)
- HDC S106 database (continually updated)
- Homelessness Strategy (Sept 2008)
- Landscape Character Assessment (Sept 2007)
- Leicester PUA Housing Land Availability Assessment (May 2007)
- Leicestershire Economic Baseline Study (2006)
- Leicestershire Local Transport Plan (2006-2011)
- Leics HMA Infrastructure Plan (due Feb 2009)
- Local Housing Market Study and Needs Update (2007)

- LSEP Sub-Regional Employment Land Study (Oct 2008)
- Lutterworth Town Centre Vision and Master Plan (August 2006)
- Oadby & Wigston and Harborough LDFs - Assessment of Highways and Transportation Implications (due Jan 2009)
- Open Space/Sport and Recreation Facilities and Assessment of Local Needs (June 2004)
- Parking Strategy (September 2008)
- Phase 1 / 2 Habitat Survey (due Dec 2008)
- Planning for Climate Change (2008)
- Residential and Employment Land monitoring information (undertaken annually as at 31st March each year, included within the Annual Monitoring Report)
- Responses to Issues Papers (September/October 2003)
- Review of Harborough Economic Development and Tourism Strategy (March 2005)
- Settlement appraisals (undertaken during 2003 and 2004 and updated in 2006)
- Shopping & Business Area ground floor land-use surveys (annual)
- St.Mary's Road Gateway Regeneration Framework and Action Plan (April 2004)
- Stepping Stones Green Infrastructure Action Plan (2008)
- Stepping Stones Green Infrastructure Delivery Plan (2008)
- Strategic Flood Risk Assessment (due Feb 2009)
- Strategic Housing Land Availability Assessment (due Feb 2009)
- Strategic Housing Market Assessment (due Oct 2008)
- Village Design Statements and Parish Plans currently being produced, covering a number of villages and parishes across the District.
- Village Design Statements and the land use and design chapters of Parish Plans adopted as SPG to the Local Plan (North Kilworth Parish Plan Chapters 5 & 6, Bitteswell Parish Plan extract, Tugby and Keythorpe VDS, Billesdon VDS and Great Bowden VDS)
- Village Design Statements and the land use and design chapters of Parish Plans adopted as Supporting Statements to the Local Plan (Great Glen VDS and Stoughton Parish Plan extract)

5.3 The Council is required to undertake a Sustainability Appraisal (SA) of all Development Plan Documents and Supplementary Planning Documents. Undertaking the SA will also meet the requirements of a European Directive which requires plans such as LDF's to undergo a Strategic Environmental Assessment (SEA), which specifically considers the environmental implications of the document. Undertaking the SA (incorporating the SEA) of each DPD and SPD will provide a key input into the content of the document. As such, the SA process will be fully integrated into the preparation of each document. The SA involves the following key stages:

- Identifying other relevant policies, plans and programmes and sustainable development objectives

- Collecting baseline information
- Identifying sustainability objectives
- Identifying alternative proposals
- Predicting significant environmental, social and economic effects of the alternative proposals in order to identify preferred options
- Engaging the community and key stakeholders in the sustainability appraisal of the document.
- Monitoring the impacts of the implementation of the document, once adopted.

5.4 The Sustainability Appraisal (SA) will consider the environmental, economic and social implications of all proposals being considered by the Council and will be important in assessing the relative merits of alternative proposals. Undertaking the SA will ensure sustainability principles are fully integrated into the plan preparation process.

5.5 The timetable for the production of the LDDs (Appendix E) takes into account the time required to undertake the SA (incorporating the SEA) of each Development Plan Document and Supplementary Planning Document.

6 Resources

6.1 Production of Local Development Documents is currently led by the LDF Team at the Council. In addition, significant input from other Service Areas within the Council and from external organisations will inevitably be required into most documents. A more detailed explanation of resource requirements is set out within the individual Local Development Document profiles at Appendix A. Consultants will be engaged where there is a lack of expertise or capacity in-house. The need to use consultants will be identified when the decision is taken to include a Local Development Document within the Local Development Scheme.

6.2 The following in-house resources will be made available for preparing Local Development Documents:

Head of Service for the Built Environment	10%
Policy Manager	40%
Principal Planning Officer	90%
Planning Officer	90%
Planning Officer (1 x part-time post)	90%
Planning Assistant	90%
LSP Officer	5%
Development Control Manager	5%

6.3 The availability of staffing resources to work on the production of Local Development Documents will have a direct influence on the number and time-scale for the production of documents. Additional resources

are likely to be required for production of the potential Pennbury Area Action Plan and associated implementation.

6.4 Whilst the Council will endeavour to produce new documents as early and efficiently as possible, it is important that it takes a realistic approach in including documents within the LDS and takes account of unforeseen factors which may impact on the delivery of the LDS. The main risks to delivery, together with proposed mitigation measures have been identified as follows:

- **Unforeseen workloads** – major proposals impacting on the District for which planning input is required. Contingency planning in the Council's Service Plans, including prioritisation of LDF preparation work, will help to ensure that such projects do not result in slippage in the production of LDDs.
- **Staff Turnover** and possible delays in filling any vacant posts. Mitigation measures have been put in place, including succession planning and continual professional development through appraisals.
- **Political Decision-making** – politically contentious issues requiring unforeseen procedures to resolve. The timetable for the production of documents (Appendix E) allows for the implementation of the internal process arrangements (approved by the Executive on 6th October 2004 and revised in July 2005). These arrangements provide a number of opportunities for Members to meet and discuss draft documents with officers, including: Senior Management Team Portfolio Holder meetings; the LDF Member Task Panel; and Seminars, together with the formal approval of documents at Executive and Full Council meetings.
- **Revisions to national and regional planning policy and the Sustainable Community Strategy.** The Council's Development Plan Documents will need to be in general conformity with new or revised national and regional planning policy together with any review of the Sustainable Community Strategy. Revisions to such policy will be closely monitored in order that emerging LDDs may quickly respond to the changing policy context.
- **New or revised procedural requirements** The LDF team remains in close contact with GOEM and DCLG to ensure new or revised procedural requirements are incorporated in to the production of LDDs at the earliest opportunity.

7 Decision-making process

7.1 It is essential that the decision-making process on Local Development Documents is handled as efficiently as possible to avoid slippage

against the timetable for the production of individual documents as set out in this LDS. This is reflected in the arrangements set out below, approved by the Council's Executive Committee on 6th October 2004 and revised in July 2005:

Development Plan Documents and SCI

- Executive approval and Full Council resolution for Options Report (previously Preferred Options) consultation stage.
- Executive approval and Full Council resolution for Proposed Submission Report consultation, submission and adoption stages.

Supplementary Planning Documents

- Executive and Full Council Decision prior to going out to consultation.
- Executive Decision and Full Council resolution prior to adoption.

LDS

- Approval of the draft LDS will be an Executive decision.
- Under the Council's Standing Orders the final LDS will require Executive approval and a Full Council resolution.

AMR

- The Annual Monitoring Report will be reported to the Executive for information.

8 The Sustainable Community Strategy and other existing strategies

- 8.1 The Sustainable Community Strategy (SCS) for Harborough District is currently being updated by the Harborough District Local Strategic Partnership (HDLSP). The new SCS will be adopted in early 2009. The SCS is the overarching Strategy for Harborough to which all other strategies and partnerships feed onto and in turn help deliver. These include children and young people, housing, and community safety partnerships and strategies.
- 8.2 The Local Development Framework (LDF) has a direct relationship with the SCS, which is facilitated by a joint SCS/LDF Task panel of Elected Members and Officers. Through developing a shared vision the LDF will address the planning and land-use elements arising from the SCS. There are also strong links between the Harborough SCS and wider Leicestershire SCS through a shared approach to outcomes and the delivery of the Local Area Agreement (LAA) 2008-2011.

- 8.3 Where possible, community engagement on both the community strategy and the Local Development Framework has been undertaken but due to external pressures, such as the proposed Eco Town and development of a new Local Area Agreement, this has not been as simultaneous as we would have liked. However, through the work of the Task Panel and a commitment to developing a shared vision we will ensure strong links between the SCS and LDF that will deliver better outcomes for Harborough District.

APPENDIX A

PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

- 1. Core Strategy Development Plan Document**
- 2. Allocations Development Plan Document**
- 3. Pennbury Area Action Plan**
- 4. Developer Contributions Supplementary Planning Document**
- 5. Proposals Map (and Inset Maps) Development Plan Document**
- 6. Annual Monitoring Report (AMR) Local Development Document**

LOCAL DEVELOPMENT DOCUMENT PROFILES

1. Core Strategy Development Plan Document

Overview

Description:	A strategic document setting out the vision and spatial planning framework for the District. It contains core, strategic policies that provide for the development needs of the District, including housing and employment requirements, up to 2026. A key diagram setting out the key spatial elements of the Core Strategy policies will be produced.
Coverage:	District-wide
Status:	Development Plan Document
Conformity:	Consistent with national planning policy. In general conformity with RSS. Regard to Sustainable Community Strategy. All other LDDs to be in conformity with Core Strategy.

Timetable

<u>Stage</u> (Key milestones for monitoring progress are shown in bold)	<u>Dates</u>
Consulting Statutory Bodies on the Scope of the Sustainability Appraisal (commencement):	November to December 2008
Stakeholder Consultation:	February to March 2009
Options Report: 6 weeks consultation:	June to July 2009
Proposed Submission: 6 weeks consultation:	November to December 2009
Submission to Secretary of State:	March 2010
Pre-Examination Meeting:	June 2010
Independent Examination:	August 2010
Adoption:	February 2011

Arrangements for Production

Organisational Lead:	Head of Service for the Built Environment
Political decision-making:	Executive Decision and Full Council Resolution prior to Proposed Submission consultation, submission and adoption
Internal Resources	LDF Team
External Resources:	Resources from the HLSP and other external stakeholders will be required to inform the production of the document. Consultants have been used to provide input into evidence base.
Community & Stakeholder Involvement:	The nature and extent of community and stakeholder involvement will be as set out in the SCI providing this is consistent with the minimum requirements set out in the Regulations.

Monitoring and Review

The Annual Monitoring Report will monitor the effectiveness of the policies contained within the document, once adopted and consider the need for review.

2. Allocations Development Plan Document

Overview

Description:	The Allocations Development Plan Document (DPD) sets out detailed residential, employment, commercial and leisure site allocations within the District. It also safeguards road improvement lines where necessary. Should a need be identified for additional sites to meet the needs of gypsy and travellers within the District, sites will be allocated through this document.
Coverage:	District-wide site-specific policies
Status:	Development Plan Document
Conformity:	Consistent with national planning policy. In general conformity with RSS. Regard to the Community Strategy. Conformity with Core Strategy DPD.

Timetable

Stage (Key milestones for monitoring progress are shown in bold)	<u>Dates</u>
Consulting Statutory Bodies on the Scope of the Sustainability Appraisal (commencement):	January to February 2010
Stakeholder Consultation:	April to May 2010
Options Report: 6 weeks consultation:	July to August 2010
Proposed Submission: 6 weeks consultation:	January to February 2011
Submission to Secretary of State:	May 2011
Pre-Examination Meeting:	July 2011
Independent Examination:	September 2011
Adoption:	March 2012

Arrangements for Production

Organisational Lead:	Head of Service for the Built Environment
Political decision-making:	Executive Decision and Full Council Resolution prior to Proposed Submission consultation, submission and adoption
Internal Resources	LDF Team
External Resources:	Resources from the HLSP and other external stakeholders will be required to inform the production of the document. Consultants have been used to provide input into evidence base.
Community & Stakeholder Involvement:	The nature and extent of community and stakeholder involvement will be as set out in the SCI providing this is consistent with the minimum requirements set out in the Regulations.

Monitoring and Review

The Annual Monitoring Report will monitor the effectiveness of the policies contained within the document, once adopted and consider the need for review.

3. Pennbury Area Action Plan

Overview

Description:	If through the Core Strategy process the Council supports the development of the eco-town in the District, the Area Action Plan will provide a comprehensive strategy and plan to guide the location, design and layout of the eco-town, and will be supported by a detailed implementation programme. It will provide a framework against which to assess planning applications on the site.
Coverage:	Area of the proposed eco-town
Status:	Development Plan Document
Conformity:	Consistent with national planning policy. In general conformity with RSS. Regard to the Community Strategy. Conformity with Core Strategy DPD.

Timetable

<u>Stage</u> (Key milestones for monitoring progress are shown in bold)	<u>Dates</u>
Consulting Statutory Bodies on the Scope of the Sustainability Appraisal (commencement):	January to February 2010
Stakeholder Consultation:	March to April 2010
Options Report: 6 weeks consultation:	June to July 2010
Proposed Submission: 6 weeks consultation:	November to December 2010
Submission to Secretary of State:	March 2011
Pre-Examination Meeting:	May 2011
Independent Examination:	July 2011
Adoption:	January 2012

Arrangements for Production

Organisational Lead:	Head of Service for the Built Environment
Political decision-making:	Executive Decision and Full Council Resolution prior to Proposed Submission consultation, submission and adoption
Internal Resources	LDF Team
External Resources:	Resources from the HLSP and other external stakeholders will be required to inform the production of the document. Consultants have been used to provide input into evidence base.
Community & Stakeholder Involvement:	The nature and extent of community and stakeholder involvement will be as set out in the SCI providing this is consistent with the minimum requirements set out in the Regulations.

Monitoring and Review

The Annual Monitoring Report will monitor the effectiveness of the policies contained within the document, once adopted and consider the need for review.

4. Developer Contributions Supplementary Planning Document

Overview

Description:	The Developer Contributions SPD will set out the Council's requirements for developer contributions in relation to new development. It will also set out the Council requirements in relation to the Community Infrastructure Levy.
Coverage:	District-wide
Status:	Supplementary Planning Document
Conformity:	Consistent with national planning policy. In general conformity with RSS. Regard to the Community Strategy. Conformity with Core Strategy DPD.

Timetable

<u>Stage</u> (Key milestones for monitoring progress are shown in bold)	<u>Dates</u>
Commencement of draft SPD:	May 2010
Publication of the draft SPD for 6 week consultation:	September to October 2010
Adoption:	April 2011

Arrangements for Production

Organisational Lead:	Head of Service for the Built Environment
Political decision-making:	Executive and Full Council Resolution approval for draft SPD and adoption of final SDP
Internal Resources	LDF Team/Section 106 Co-ordinator/Section 106 Group (internal group comprised of officers from planning policy, development control, housing, leisure, highways and legal)
Community & Stakeholder Involvement:	The nature and extent of community and stakeholder involvement will be as set out in the SCI providing this is consistent with the minimum requirements set out in the Regulations.

Monitoring and Review

The Annual Monitoring Report will monitor the effectiveness of the policies contained within the document, once adopted and consider the need for review.

5. Proposals Map (and Inset Maps) Development Plan Document

Overview

Description:	The Proposals Map illustrates on an Ordnance Survey base map all the policies and proposals set out in Development Plan Documents (DPDs). Inset maps illustrate policies and proposals for specific parts of the District or specific settlements. The Proposals Map (and any relevant Inset Maps) will be revised as new DPDs are adopted, policies are deleted or policies cease to be part of the development plan. It is intended to create on-line access to the Proposals Map via the local community portals.
Coverage:	District-wide (Proposals Map). Parts of the District or specific settlements (Inset Maps).
Status:	Development Plan Document. The Proposals Map and Inset Maps will be examined as part of the examination of associated DPDs.
Conformity:	With the policies and proposals contained within adopted DPDs and saved Local Plan policies.

Timetable

Revisions to the existing Proposals Map which accompanies the Local Plan will be published to reflect changes to the development plan for the District (including the adoption of DPDs, the deletion of a policy or when a saved policy ceases to be part of the LDF) to ensure that it accurately reflects all policies and proposals relating to the District.

Arrangements for Production

Organisational Lead:	Head of Service for the Built Environment
Political decision-making:	Production of Proposals Map and Inset Maps (and revisions) delegated to Head of Service for the Built Environment
Internal Resources	LDF Team with technical input from GIS Officer
External Resources:	Production of initial base Proposal Map and Inset Maps outsourced. IT resource to put on-line. Copyright with HDC for revisions. Paper and electronic versions of the Proposals Map and Inset Maps will be available.
Community & Stakeholder Involvement	The Planning Policy Users (Advisory) Group will be asked for opinions on map layouts, colours, sizes etc

6. Annual Monitoring Report (AMR) Local Development Document

Overview

Description:	<p>The AMR will monitor how effective the policies and proposals within individual LDDs are in meeting the vision set out in the Core Strategy DPD and the extent to which targets are being met. The AMR will continue to monitor the effectiveness of the adopted Local Plan policies, including monitoring the take up of both employment and housing land.</p> <p>The AMR will also assess the extent to which the timetable set out in the LDS for the preparation of individual LDDs is being met, and will, therefore, directly influence the extent to which the LDS needs to be revised. If any of the key milestones are not being met, the reasons for this and actions proposed will be set out in the AMR.</p>
Coverage:	District-wide
Status:	Local Development Document
Conformity:	N/A

Timetable

Monitoring will be carried out annually covering the period 1st April to 31st March. The AMR will be published in December of each year.

Arrangements for Production

Organisational Lead:	Head of Service for the Built Environment
Political decision-making:	Reported as an information item to Executive. Final report delegated to Head of Service for the Built Environment.
Internal Resources	LDF Team
External Resources:	East Midlands Regional Planning Body, Leicestershire County Council and LSP partners in providing monitoring information.

APPENDIX B

EXISTING SUPPLEMENTARY PLANNING GUIDANCE TO 'SAVED' HARBOROUGH DISTRICT LOCAL PLAN (HDLP) POLICIES

APPENDIX B

Existing Supplementary Planning Guidance to 'Saved' Harborough District Local Plan (HDLP) Policies

Title	Date Adopted	Saved Local Plan policy which the SPG supplements
Supplementary Planning Guidance Notes		
Note 1: Design Principles to be applied in Harborough District	3/2003	IN/1, ALT 3
Note 2: Residential Development- Major Housing Sites	3/2003	ALT 3, IN/1
Note 3: Single Plot Development and Development of Small Groups of Dwellings, including Development within Conservation Areas	3/2003	HS/8, HS/10, IN/1
Note 4: Residential Development in the Countryside	3/2003	IN/1
Note 5: Extensions to Dwellings	3/2003	IN/1, HS/12
Note 6: Agricultural and Equestrian Buildings and Development for Sport and Recreation	3/2003	IN/1, EV/8
Note 7: Industrial and Commercial Layout and Design Criteria	3/2003	IN/1, EM/2, EM/6
Note 8: New Uses for Old Buildings- A Guide to their Conversion	3/2003	IN/1, EV/11, EV/13, EV/17, EV/22, EM/3, HS/11
Note 9: Landscape and New Development	3/2003	IN/1, EV/20
Note 10: Trees and Development	3/2003	IN/1, EV/19, EV/20
Note 11: Hedges and Development	3/2003	IN/1, EV/20
Note 12: Lighting in Town and Country	3/2003	IN/1, EV/22
Note 13: Crime Prevention and Reduction	3/2003	IN/1
Note 14: Access for People with Disabilities	3/2003	IN/1, TR/8
Note 15: Telecommunications Developments	3/2003	IN/1
Note 16: Requirements for the Provision of Land for Outdoor Play Space in New Residential Developments	3/2003	IN/1, LR/5
Note 17: Garden Extensions	3/2003	IN/1, EV/4, EV/5
Note 18: Working from Home	3/2003	IN/1
Note 19: Development and Flood Risk	3/2003	RM/2
Note 21: Conservatories on Listed Buildings and Buildings of Character	3/2003	IN/1, EV/15, EV/16, EV/17
Development Briefs		

Development Brief: Croda Colloids Limited, Gallow Hill, Leicester Road, Market Harborough	7/2003	IN/1, EV/4, EV/5, EM/2, TR/3, RM/8, RM/10
Development Brief: Land South of Harborough Road, Kibworth	7/2003	IN/1, KB/2
Development Brief: Airfield Farm, Lubenham/Market Harborough	9/2003	IN/1, EM/11
Development Brief: Torch House, Hallaton	7/2002	IN/1, EV/11, HS/9
Development Brief: Land west of Farndon Road, Market Harborough	4/2001	IN/1, MH/4
Development Brief: Greenacres Caravan Site, Leicester Road, Lubenham	4/2000	EM/11
Development Brief: Land east of Mill Road, Ullesthorpe	4/2000	IN/1, UL/1
Village Design Statements/ Parish Plans		
North Kilworth Parish Plan Chapters 5 & 6	11/2004	IN/1, EV/11, HS/7
Tugby and Keythorpe VDS	1/2003	IN/1, EV/4, HS/8, HS/9, HS/12, EV/11, EV/12, EV/13
Billesdon VDS	5/2001	IN/1, EV/4, HS/8, HS/9, HS/12, EV/11, EV/12, EV/13, BI/1
Great Bowden VDS	2000	IN/1, HS/8, HS/11, EV/11, EV/12, EV/13
Bitteswell Parish Plan extract	2005	IN/1, EV/3, EV/4, EV/5, EV/7, EV/11, EV/12, EV/13, EV/16, HS/7, HS/8, HS/9, EM/12, EM/13, EM/14, TR/3, LW/2, LW/3
Other SPG		
Conservation Areas: Character Statements and Maps	9/2001	EV/11, EV/12, EV/13
Action Plan for Scraftoft Green Wedge	4/2001	EV/2

Existing Supporting Statement to 'Saved' Harborough District Local Plan (HDLP) Policies

Title	Date Adopted	Local Plan policy the Supporting Statement supplements
St Mary's Road Gateway	7/2005	MH/15, MH/8
Great Glen VDS	11/2005	IN/1
Stoughton Parish Plan extract	11/2005	IN/1, EV/2, EV/4, EV/5, EV/11, EV/12, EV13, HS/8, HS/9
Foxtton VDS	7/2007	IN/1, EV/4, EV/5, HS/8, HS/9, HS/12, EV/11, EV/12

APPENDIX C

SCHEDULE OF POLICIES CONTAINED IN THE HARBOROUGH DISTRICT LOCAL PLAN ADOPTED 5 APRIL 2001 WHICH ARE SAVED

Subject	Policy Ref	Policy Title
Introduction	IN/1	Standards of Development
Resource Management	RM/2	Flood Protection - Land Liable to Flood
	RM/8	Site of Local Ecological or Geological Interest
	RM/10	Maintenance and Protection of Habitats - Ecological and Geological Diversity
	RM/16	Development on Former Railway Lines
	RM/17	Development in the Vicinity of Mineral Extraction Sites
	RM/18	Development on or in the Vicinity of Landfill Sites
Environment	EV/2	Green Wedges
	EV/3	Separation of Settlements
	EV/4	Countryside Character
	EV/5	Development in the Countryside
	EV/7	Conversion of Buildings in the Countryside
	EV/8	Keeping of Horses
	EV/11	Conservation Areas - Character and Appearance
	EV/12	Conservation Areas - Outline Application
	EV/13	Conservation Areas - Demolition
	EV/15	Historic Buildings - Extensions and Alterations
	EV/16	Historic Buildings - Setting
	EV/17	Conversion of Historic Buildings
	EV/18	Historic Parks and Gardens
	EV/19	Protection of Trees
	EV/20	Landscaping
	EV/21	Advertisements on Land Adjacent to the Public Highway
	EV/22	Light Pollution
EV/23	Control of Pollution and Nuisance	
Housing & Settlement Character	HS/1	Provision of Housing to Meet a Range of Needs
	HS/4	Affordable Housing
	HS/5	Rural Exceptions Sites
	HS/6	Access Housing
	HS/7	Settlement Character
	HS/8	Limits to Development
	HS/9	Important Open Land
	HS/10	Development in Smaller Settlements
	HS/11	Conversion of Buildings to Residential Use
	HS/12	Domestic Extensions, Outbuildings and Garages
	HS/17	Replacement Dwellings in the Countryside
	HS/18	Established Areas of Frontage Development
	HS/21	Residential Moorings on the Grand Union Canal

Employment	EM/2	Control of New Development on Existing and Proposed Employment Sites
	EM/3	Conversion of Buildings to Employment Uses Within Settlements
	EM/4	Workspace Housing
	EM/5	Relocation of Employment Premises
	EM/6	New Employment Development in Villages
	EM/9	Stoughton Airfield - General
	EM/10	Stoughton Airfield - Criteria of Development
	EM/11	Airfield Farm, Lubenham/Market Harborough
	EM/12	Magna Park - Criteria for Development
	EM/13	Magna Park - Restriction to Large Scale Distribution Uses
	EM/14	Magna Park - Retail and Service Development
	EM/16	Bruntingthorpe Proving Ground and Airfield - Proving Ground Use
	EM/17	Bruntingthorpe Proving Ground and Airfield - Use of Site and Buildings
	EM/18	Bruntingthorpe Proving Ground and Airfield - Flying and Related Activities
	EM/19	Bruntingthorpe Proving Ground and Airfield - Air show
	EM/20	Bruntingthorpe Proving Ground and Airfield - Aircraft Museum
	EM/21	Bruntingthorpe Proving Ground and Airfield - Vintage Aircraft
	EM/22	Bruntingthorpe Industrial Area, West of Upper Bruntingthorpe
	EM/23	Bruntingthorpe - Treetops Site
	Transport	TR/1
TR/3		Development Impacts on the Existing Road Network
TR/8		Access to Public Buildings for People With Disabilities
TR/10		Parking
TR/11		Contribution in Lieu of On-Site Parking Provision
Leisure Recreation & Community Facilities	LR/4	Development of Land in Educational Use
	LR/5	Recreation Requirements in New Residential Development
	LR/6	Golf
	LR/7	Noisy Sports
	LR/8	Gliding at Husbands Bosworth Airfield
	LR/9	Canal-Based Recreation
	LR/14	Tourism - Self-Catering Accommodation
	LR/17	Foxton Locks Area - Inclined Plane
	LR/18	Foxton Locks Area - Moorings

	LR/21	Loss of Community Facilities
	LR/26	De Montfort University - Restriction of Development at Scraftoft Hall
Shopping		
	SH/1	Principal Shopping and Business Areas - Market Harborough, Lutterworth, Broughton Astley, Fleckney, Great Glen, Kibworth
	SH/4	Shop Fronts and Advertisements
	SH/5	Local Shops
	SH/8	Garden Centres
Market Harborough		
	MH/1	Land Between Burnmill Road and Leicester Road
	MH/2	Land North of Kettering Road
	MH/3	Land West of Farndon Road
	MH/4	Land West of Northampton Road
	MH/5	Land East of Northampton Road
	MH/6	Land East of Rockingham Road
	MH/7	Former Railway Goods Yard
	MH/8	Kettering Road/Rockingham Road - Employment Redevelopment Area
	MH/10	Development for Classes A1 and A3 shop uses in the Principal Shopping and Business Areas
	MH/11	Office Development in the Principle Shopping and Business Area
	MH/12	Redevelopment of the Yards Rear of Church Street and High Street
	MH/13	Redevelopment of Land at Mill Hill Road/Roman Way
	MH/14	Northampton Road Office Policy Area
	MH/15	St Mary's Road Mixed Use Policy Area
Lutterworth		
	LW/1	Retention of Former Railway Embankment
	LW/2	Western Relief Road
	LW/3	Land Between Bitteswell Road and Leicester Road
	LW/4	Land Between Brookfield Way and Coventry Road
	LW/5	Land South of Coventry Road
	LW/6	Land East of Rugby Road
	LW/7	Public Recreation Area Land South of Orange Hill
	LW/8	Cemetary
	LW/9	The Development for Classes A1 and A3 uses in the Principal Shopping an Business Area
	LW/10	Office Development in the Principle Shopping and Business Area
	LW/11	Extension of the George Street Car Park
Kibworth		
	KB/1	Land Off Wistow Road and Warwick Road
	KB/2	Land South of Harborough Road

	KB/3	Railway Station
Great Glen	GG/1	Stretton Hall
	GG/2	Land East of Stretton Hall
	GG/4	Motorist Service Area
Fleckney	FL/1	Land South-West of Saddington Road
Broughton Astley	BA/1	Land East of Cromford Way and Chandler Way
Billesdon, Gilmorton, Stoughton, Tilton on the Hill & Ullesthorpe	BI/1	Land South-West of Rolleston Road
	SN/1	Land at Charity Farm, Gaulby Lane
	UL/1	Land East of Mill Road
Alterations to HDLP	ALT 1	Phasing of Housing Sites
	ALT 3	Density of Housing Development

APPENDIX D

PLANNING POLICIES FOR HARBOROUGH DISTRICT

APPENDIX D

PLANNING POLICIES FOR HARBOROUGH DISTRICT

The following tables indicate all the current planning policies for Harborough District, including both policies which form part of the development plan and supporting policies (in the form of Supplementary Planning Guidance, Supplementary Planning Documents or Supporting Statements to the Local Plan).

DEVELOPMENT PLAN

Title	Date of Adoption / Publication	Notes
Regional Spatial Strategy for the East Midlands (RSS8)	March 2005	
Emerging East Midlands Regional Plan	Expected early 2009	
Saved Leicestershire, Leicester and Rutland Structure Plan (1996 – 2016) Policies	March 2005	The following 2 Structure Plan policies are saved until adoption of the Revised RSS: Housing Policy 1 Housing Policy 3
Saved Policies from the Harborough District Local Plan	April 2001	The saved policies are listed in Appendix C.
Saved Policies from the Alterations to the Harborough District Local Plan	February 2004	Saved policies: ALT1 Phasing of Housing Sites ALT 3 Density of Housing Development

SUPPLEMENTARY GUIDANCE

Title	Status	Date of Adoption
Affordable Housing	Supplementary Planning Document (SPD)	February 2006
In addition, please see the full list of Supplementary Planning Guidance Notes and Supporting Statements, set out at Appendix B.		

APPENDIX E

TIMETABLE FOR THE PRODUCTION OF INDIVIDUAL LOCAL DEVELOPMENT DOCUMENTS

APPENDIX F

GLOSSARY

Glossary

Affordable Housing	Housing which is accessible to people whose income does not enable them to afford housing locally on the open housing market.
Area Action Plans	Development Plan Documents concentrating on implementation and delivery of policies in specific areas.
Annual Monitoring Report (AMR)	Document produced annually by the Council assessing whether the timescale for the production of documents within the LDS is being achieved. It also outlines whether policies and targets in other LDDs and in the Local Plan are being met.
Core Strategy	One of the key Development Plan Documents (DPDs) setting out the vision and strategic objectives for the District. Once adopted, all other DPDs are required to be in conformity with the Core Strategy.
Development Control Users Advisory Group (DCUAG)	An advisory group acting as a critical friend and advisory group to the Development Control team at the Council. The group has a particular input into public engagement arrangements and procedural arrangements generally.
Development Plan Documents (DPD)	DPDs are statutory documents that form part of the development plan for Harborough District.
'External Stakeholders'	Groups directly effected by the documents forming part of the Local Development Framework (such as the County Council and local interest groups)
General consultation bodies	Largely local bodies and groups, which the Council will consult during the preparation of Local Development Documents. A preliminary list is set out in the Statement of Community Involvement.
G.O.E.M.	Government Office for the East Midlands. The Government Office carries out many of the powers of the Secretary of State - consideration of referred planning applications and casework, the preparation and revision of the Regional Spatial Strategy for the East Midlands, and the scrutiny of development plans at district level.
Harborough Local Strategic Partnership (HLSP)	A community partnership consisting of a number of forums with representatives from the public, private, voluntary and community sectors. These groups work together and input

	into the HLSP Steering group.
Issues Papers	Documents which sought views on the main issues within the district (e.g. affordable housing and protection of the countryside). Consultation took place in Autumn 2003. Responses will form part of the evidence base for the preparation of the Local Development Framework.
LA	Local Authority
LCC	Leicestershire County Council
Local Development Documents (LDD)	Local Development Documents are documents that form the LDF. Some of these are statutory (DPDs) and others are non statutory (SPDs).
Local Development Framework (LDF)	Local Development Frameworks replace existing Structure Plans and Local Plans. It is effectively a folder comprised of a number of Local Development Documents (LDD) which set out the planning policies for the district. The framework contains both statutory and non-statutory documents.
Local Development Scheme (LDS)	The Local Development Scheme or LDS is effectively a three year project plan showing what documents are being produced as part of the LDF, and the timescale for their production.
'Material Consideration'	A matter that is taken into account in deciding on a planning application or on an appeal against a planning decision. Examples include Supplementary Planning Guidance, Supplementary Planning Documents, Supporting Statements and any recent changes to the application site.
Parish Plans	Community documents setting out the vision for how the community wishes a settlement to develop in the future.
Planning and Compulsory Purchase Act 2004	The title of the Planning Act.
Planning Policy Statements (PPS)	PPSs are a series of documents issued by the Government giving advice on a range of planning issues such as housing, conservation, transport etc. They are gradually replacing Planning Policy Guidance Notes (PPGs).
Planning Policy Users Advisory Group (PPUAG)	An advisory group acting as a critical friend and advisory group to the planning policy team at the Council. The group has a particular input into public engagement arrangements and procedural arrangements generally.

Proposals Map	Ordnance survey based map illustrating the policies and proposals contained within other DPDs.
Regional Planning Guidance (RPG)	Regional planning policy and guidance issued for each region in England by the Secretary of State. Existing RPG was re-named Regional Spatial Strategy with the introduction of the new Act. RSS will be revised by replacement RSS.
Regional Spatial Strategy (RSS)	A strategy for how a region should look in 15 to 20 years time. It identifies the scale and distribution of new housing in the region, indicates areas for regeneration, expansion of sub-regional planning and specifies priorities for the environment, transport, infrastructure, economic development, agriculture, minerals and waste treatment and disposal. The East Midlands RSS (RSS8) was published in March 2005 and a review of the strategy commenced in April 2005.
Secretary of State	Member of parliament charged with having the responsibility for planning issues.
Site Specific Documents	A type of DPD that relates to specific allocations of land such as new housing and employment sites
Specific consultation bodies	Largely national organisations and bodies, which the Council must consult during the preparation of Local Development Documents, to the extent that the Council considers the document being prepared will affect the body or organisation.
Statutory Consultation Period	The period of time within which people are required to submit their comments on a given topic (normally 6 weeks for DPDs and SPDs)
Statement of Community Involvement (SCI)	The SCI sets out the Council's policy for community involvement and consultation in the preparation of Local Development Documents (LDDs) which will form part of the Local Development Framework (LDF).
Strategic Environmental Assessment (SEA)	The purpose of a SEA is to provide for a high level of protection of the environment. This involves ensuring that environmental considerations are incorporated into the preparation and adoption of plans and programmes with a view of promoting sustainable development.
Structure Plan	An old-style development plan, which sets out strategic planning policies for the county. It is replaced by the RSS under the new Act, but

	provides the background for detailed policies in local plans and Development Plan Documents.
'Submitted in Writing'	All responses that are in written or printed form. This includes letters, faxes and emails.
Supplementary Planning Documents (SPD)	SPDs are documents providing more detailed and supplementary information on specific statutory policies. SPDs replace the old-style SPGs.
Supplementary Planning Guidance (SPG)	An SPG may cover a range of issues, both thematic and site specific and provide further detail of policies and proposals in a Development Plan. All existing SPGs will continue to be used and new documents will be adopted as SPDs.
Sustainability Appraisal (SA)	A Sustainability Appraisal (SA) is a mechanism for making sure sustainability objectives are achieved by the LDDs contained within the LDF. The SA is a requirement of the Planning and Compulsory Purchase Act. It assesses the potential environmental, economic and social impacts of the LDS.
Sustainable Community Strategy	A strategy prepared by the Harborough Local Strategic Partnership to help deliver local community aspirations, under the Local Government Act 2000.
'Transitional Period'	The period of time in which the old local plan is replaced by the new local development framework. (In this case September 2004-September 2007)
Unitary Development Plan (UDP)	An old-style development plan prepared by a Metropolitan District and some Unitary Local Authorities, which contains policies equivalent to those in both a Structure Plan and Local Plan.
Village Design Statements (VDS)	A community document setting out guidelines to guide the future development taking place within a settlement to maintain its distinctive character.