

SPELTHORNE LOCAL PLAN

PROJECT INITIATION DOCUMENT

Future focused, locally shaped

Version 1.0

30th September 2026

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0. OVERVIEW

0.1 Project Title:

Spelthorne Local Plan

0.2 Version:

Version 1

0.3 Date:

30/09/2026

0.4 Purpose of this PID document:

This Project Initiation Document (PID) sets out the scope, approach and timetable for the production of the Spelthorne Local Plan. It provides a management framework for delivery including governance arrangements, resources, and timelines. The PID is designed as a reference tool for the team, stakeholders, and Council leaders, supporting effective decision-making and ensuring everyone involved understands their roles and responsibilities throughout the plan-making process. It is updated regularly to support progression of the Local Plan.

1. PLAN SCOPE

1.1 Role of Plan

Spelthorne Borough Council has a statutory duty under both the Planning and Compulsory Purchase Act 2004, amendments made by the Levelling Up and Regeneration Act 2023 and the Town and Country Planning (Local Planning)

(England) Regulations 2026 to prepare and adopt a Local Plan. In addition, the adopted Local Plan (March 2026) includes a requirement to commence an immediate review. This includes reviewing the housing and employment requirements, monitoring housing delivery, an update to Gypsy & Traveller needs evidence and ensuring the general conformity of each policy against the latest NPPF.

The Local Plan establishes how land within the area will be used and developed, setting out priorities for housing, employment, infrastructure, design, and environmental standards.

In planning for housing, the government's Standard Method provides the initial benchmark for determining local housing need. Importantly, Local Plan policies must contribute to climate change mitigation and adaptation, avoid inconsistency with national development management policies, and generally align with any spatial development strategy relevant to our area. The Act empowers the Secretary of State to specify matters our plan must or may address.

Once adopted, our Local Plan will serve as an important basis for making planning decisions, directly shaping the future growth, development, and sustainability of our Borough and its communities.

1.2 Summary of Plan Scope:

The New Plan is an Immediate Review of the Local Plan, adopted March 2026. It is a requirement of Local Plan Policy ST3 Local Plan Early Review and the Inspector's

Report (March 2026[1]) and the new plan making system. The Local Plan Immediate Review, hereon in referred to as the New Local Plan, will focus on strategic matters that require reassessment early in the plan period, including:

- The spatial strategy for growth
- Housing and economic development needs
- Strategic site allocations, where required
- Infrastructure delivery
- Climate change mitigation and adaptation, and
- inclusive planning for groups with specific accommodation needs.

The New Local Plan is also informed by a review of how adopted Plan policies meet requirements of the National Planning Policy Framework (NPPF, published August 2026), monitoring the Local Plan policies since their adoption, early evidence gathering, and initial engagement with statutory bodies and neighbouring authorities.

Matters governed by National Development Management Policies, minerals and waste planning, and Nationally Significant Infrastructure Projects are outside the scope of the New Local Plan.

1.3 Relationship to other relevant plans and programmes at the regional or local level:

[1] https://www.spelthorne.gov.uk/page/1383/local-plan-march-2026

The New Local Plan will seek to reflect the direction of travel of the Spatial Development Strategy for Surrey, which is currently at a very early stage of production.

2. PLAN TIMELINE

2.1 Plan Stage:

The following highlights the main stages of plan-making under the current system, as set in national legislation.

- Before the notice to commence Plan Making
- Notice to Commence Plan Making
- Gateway 1
- Vision and Strategy Development
- Gateway 2/ Draft Plan Preparation
- Gateway 3/Confirm legal compliance
- Examination to confirm soundness

The Council is currently approaching Gateway 1.

2.2 Plan Summary Timeline

Ref	Stage	Activity	Indicative Start: Month/ Year	Indicative End: Month Year
0.1	Get ready	Developing project management process and structure, governance risk register and ensuring resources are in place to begin the	April 2026	Sept 2026

Ref	Stage	Activity	Indicative Start: Month/ Year	Indicative End: Month Year
		project (including completion of this PID)		
0.2	Get ready	Scoping, collating and procuring early evidence and scoping strategic environmental assessment	April 2026	Oct 2026
0.3	Get ready	Scoping and production of an engagement strategy. Councillor and key internal and external stakeholder briefings/ early engagement about forthcoming plan production	May 2026	October 2026
0.4	Regulation 19	Statutory Notice of intention to start plan making	June 2026	June 2026
0.5	Regulation 20	Scoping report consultation	22 June 2026	3 August 2026
0.6	Get ready	Call for sites and initial site assessment process	Ongoing - May-July 2026 publicity	Ongoing
0.7	Get ready	Scoping Strategic Environmental Assessment and Sustainability Appraisal – baseline evidence	June 2026	October 2026
1	Regulation 21	Gateway 1 (Self-Assessment)/Commencement of plan-making	October 2026	October 2026
1.1	Plan-making	Prepare Vision and Strategy for consultation feeding in emerging evidence	October 2026	Jan 2027

Ref	Stage	Activity	Indicative Start: Month/ Year	Indicative End: Month Year
1.2	Plan-making	Strategic Environmental Assessment Scoping Consultation (note statutory minimums)	Nov 2026	Jan 2027
1.3	Regulation 23	Public consultation on Vision and Strategy (note statutory minimums)	Feb 2027	Mar 2027
1.4	Plan-making	Development of draft plan including responding to consultation and any further evidence gathering	April 2027	Sept 2027
1.5	Plan-making	Councillor and key internal and external stakeholder briefings/ early engagement about next stage of plan production	Oct 2027	Dec 2027
2	Regulation 26	Gateway 2 (PINS advisory assessment)	December 2027	January 2028
2.1	Plan-making	Deadline for submission of plan and supporting documents for committee approval	April 2028	April 2028
2.2	Regulation 27	Public consultation (8 weeks) on Local Plan	April 2028	June 2028
3	Plan-making	Gateway 3 (PINS)	July 2028	August 2028
3.1	Regulation 34	Plan Submission	October 2028	October 2028
3.2	Examination	Independent Examination (Indicative)	Early 2029- dependent on Planning Inspectorate	Spring 2029

Ref	Stage	Activity	Indicative Start: Month/ Year	Indicative End: Month Year
3.3		Plan Adoption (Indicative)	2029 - TBC, dependent on PINS	2029

3. GOVERNANCE AND DECISION-MAKING

3.1 Summary of Governance

The Local Plan will be prepared through a series of stages, with governance and approval arrangements applied at key milestones. At the outset, project mobilisation, including establishing the project management structure, governance arrangements, risk register, resource requirements and completion of the Project Initiation Document (PID), will require sign-off from the Project Sponsor, Senior Leadership Team (Management Team or MAT) and the relevant Portfolio Holder (Councillor).

Governance and approval arrangements will change through the preparation of the New Local Plan, as Spelthorne Borough Council is subject to Local Government Reorganisation taking place across Surrey. This means that existing Boroughs and Districts will cease to exist on 31 March 2027 and Spelthorne will be replaced by a unitary authority, West Surrey, from 1 April 2027. Following the creation of West Surrey's constitution, new governance and approval arrangements for the New Local Plan will be in place for the stages following public consultation on Vision and Strategy (stage 1.3 in the Plan Summary Timeline above, expected Feb-Mar

2027) and prior to Gateway 2. These arrangements are yet to be confirmed, and this document will be updated as necessary to reflect them.

Early plan preparation work, including evidence gathering, commissioning studies, strategic environmental assessment scoping, development of the engagement strategy, stakeholder briefings, early engagement activities, the call for sites process and initial site assessments, will be undertaken under delegated officer arrangements. The statutory Notice of Intention to Start Plan-Making, under Regulation 19 of Town and Country Planning (Local Planning) (England) Regulations 2026, required approval by the Environment and Sustainability Committee (E&S Committee) which was given on 18 June 2026.

Following the Notice of Intention to Commence Plan Preparation, the statutory Scoping Consultation has been undertaken (from 22 June to 3 August 2026) with approval from E&S committee. The scoping consultation was the first opportunity for the community, stakeholders and members to shape the New Local Plan. It sought views on the key issues facing the area, opportunities, and challenges that the new Plan should address, as well as consulting on who should be consulted and how.

Once the scoping consultation together with analysis and reporting on its feedback is complete, formal commencement of plan-making (Gateway 1) begins. This is supported by an officer self-assessment and publication of necessary Gateway 1 documents, granted under delegated authority to the Chief Executive, in consultation with the Chair and Vice-Chair of the Environment and Sustainability Committee, by E&S Committee (on 18 June 2026).

Following Gateway 1, work will proceed on preparing the Vision and Strategy, undertaking the Strategic Environmental Assessment, carrying out public consultation on the Vision and Strategy, and developing the draft Local Plan in response to consultation feedback and emerging evidence. Throughout this stage, Councillor briefings and engagement with key internal and external stakeholders will be undertaken to support the plan's development.

Gateway 2, which includes the Planning Inspectorate (PINS) advisory assessment stage, will also require approval by the successor to the E&S Committee in West Surrey. Following committee approval, the proposed Local Plan and supporting documentation will be finalised and submitted for committee consideration before publication. The Local Plan will then be published for statutory public consultation for a period of eight weeks.

Following consultation, the plan will proceed to Gateway 3 (PINS submission stage), which will again require approval by the West Surrey successor to the E&S Committee. Subject to that approval, the Local Plan will be formally submitted for examination. The subsequent stages will comprise the independent examination by the Planning Inspectorate and, following receipt of the Inspector's findings and any required modifications, adoption of the Local Plan. Adoption of the Local Plan will also require approval by the West Surrey successor to the E&S Committee.

The Local Plan Working Group (LPWG) will support the process through member engagement and oversight between formal committee decision points, with committee reports setting out recommendations for consideration by the E&S Committee in accordance with the Council's Constitution, or the relevant decision making body as the Council becomes part of West Surrey Council. It will also

provide oversight into requirements arising from the new planning regulations relating to publication, consultation, submission and adoption stages.

3.2 Council Lead (Portfolio Holder):

Councillor Turner, Chair of Environment and Sustainability Committee

3.3 Local Plan Sponsor (Lead Officer) and Senior officer engagement approach:

Local Plan Sponsor –Paul Moore, Corporate Director, Place, Protection and Prosperity.

Management Team (MAT) - three senior staff, including the Chief Executive and two Deputy Chief Executives.

4. STAFF RESOURCE AND MANAGEMENT

4.1 Local Plan Manager (Overall Manager of Team and Process):

Name	***Job Title***	***FTE***
Jane Robinson	Local Plans & Infrastructure Manager	1
Laura Richardson	Strategic Planning & Projects Manager	1

4.2 Local Plan Team:

Job Level 1 (assistant grad), 2 (planner / senior) 3 Principal/ Sub Team Leader	Post status (filled / vacant)	Job Title	Full Time Equivalent (FTE)	Estimated % time in a 12-month period on Local Plan
3	Filled	Principal Planning Policy Officer	0.85	90%
3	Filled	Principal Planning Policy Officer	0.65	90%
3	Filled	Principal Planning Policy Officer	0.6	90%
2	Vacant	Senior Planning Policy Officer	1	75%
1	Filled	Engagement Officer	1	60%
1	Filled	Technical support officer	1	75%
1	Filled	Technical support officer	1	30%

4.3 Project Manager:

Job Level	Job Title	Dedicated PM? Y or N – other responsibilities	Internal Only Name (option to include or exclude in download)
3	Senior Project Officer	N	

4.4 Corporate Support Needs:

What is required	When will it be delivered	Who will deliver (Teams and Job Titles)
Decision-making needs linked to Gateway approach and Town and Country Planning (Local Planning) (England) Regulations 2026	Various stages: 0.4 Statutory Notice of Intention to start plan making -18 June 2026	Council Environment and Sustainability Committee (Committee Services in liaison with Strategic Planning – Managers).
	Scoping consultation	Corporate communications input in liaison with Strategic Planning team.
	Gateway 1 (Self-Assessment and commencement of plan-making) including progress on SEA/SA Scoping Consultation (statutory)– 7 October 2026	Members briefing (Strategic Planning Managers and team, as required)
	1.3 Public consultation on Vision and Strategy – January /February 2027 1.4-1.5 Preparing for Gateway 2: Developing the draft plan, responding to consultation,	Corporate communications input in liaison with Strategic Planning team.

What is required	When will it be delivered	Who will deliver (Teams and Job Titles)
	further evidence - Oct - Nov 2027 2.1-2.2 Submission of plan, supporting documents for committee decision, and consultation – Dec 2027 -Jan 2028 3-3.1. Gateway 3 and Plan submission – first half March 2028 3.3 Plan adoption Autumn / Winter 2028/29 (E&S and Full Council)	Strategic Planning and Internal Council teams (listed below). Council Environment and Sustainability Committee (Committee Services in liaison with Strategic Planning – Managers).
Evidence base	At various stages from April 2026	Development Management, Housing, Economic Development, Leisure Development, Climate Change and Biodiversity teams.
Advice and input on Procurement of external consultants	From late 2025 through the plan-making period.	Procurement team, Legal team

What is required	When will it be delivered	Who will deliver (Teams and Job Titles)
Budget setting and tracking	Across the lifecycle of the new Local Plan's preparation	Finance team
Advice on emerging policies and evidence; including housing, economy,	Throughout 2027 as Local Plan is drafted.	Development Management, Housing, Economic Development, Leisure Development, Climate Change and Biodiversity teams.
Data Governance and Impact Assessments	September 2026	Data Governance team
Committee scheduling and support	At various stages from June 2026	Committee Services team
External and internal communications	At various stages from June 2026	Communications Team

4.5 Identification of any additional skills requirements

What is required	Type of support
Evidence base	External consultants
Legal advice	Legal team External legal professional
Management of examination process	Programme officer

What is required	Type of support
Independent Examination	PINS
Evidence for examination	Consultant support

Legal advice, Programme officer, PINS, support from consultants preparing evidence for examination

5. EVIDENCE

5.1 Key Evidence

Key Evidence	Area Covered (e.g. just LPA or broader)	In house (IH) or externally commissioned (EC)	Key stakeholders' who need to input	Dependencies with other evidence documents
TRANCHE 1				
Strategic Environmental Assessment / Environmental Outcome Report - Scoping Report	LPA	IH	Statutory consultees	HEDNA, SFRA
Housing and Economic Development Needs Assessment (HEDNA)	LPA	EC	Housing, and Economic Development teams	Heathrow's developing evidence
Housing and Employment Land Supply Evidence	LPA	IH	Landowners and developers	HEDNA, Development Feasibility Study
Retail and Leisure Study	LPA	EC	Economic Development team	HEDNA

Key Evidence	Area Covered (e.g. just LPA or broader)	In house (IH) or externally commissioned (EC)	Key stakeholders' who need to input	Dependencies with other evidence documents
Gypsy, Travelers and Travelling Show People Needs Assessment	LPA	EC	Gypsy & Travelers, neighbouring authorities	HEDNA
Green Belt Assessment Stage 1 and 2	Spelthorne, Elmbridge & Runnymede	EC	Neighbouring authorities	
Open Space Assessment	LPA	EC	Leisure Development team, Neighbourhood services	Playing Pitch Strategy
Playing Pitch Strategy	LPA	EC	Leisure Development team, National Sporting bodies	Open Space Assessment
TRANCHE 2				
Green Infrastructure Strategy	LPA	EC	Leisure Development team, Biodiversity officer	Open Space Assessment
Climate Change Evidence	LPA	EC	EA, SCC	HEDNA, Infrastructure Planning Evidence, Transport Assessment, SFRA, SA

Key Evidence	Area Covered (e.g. just LPA or broader)	In house (IH) or externally commissioned (EC)	Key stakeholders' who need to input	Dependencies with other evidence documents
Sustainability Appraisal (SA)	LPA	IH		HRA, HEDNA, site assessments, transport assessment, SFRA, GI Strategy, infrastructure evidence & viability
Habitat Regulations Assessment (HRA)	LPA	EC	Natural England	SA, Site Assessment, GI Strategy, Natural England advice
Strategic Flood Risk Assessment Stage 1 and Stage 2	LPA	EC	Environment Agency, SCC / West Surrey	SA, Site Assessment
Transport Assessment	LPA	EC/ IH	SCC/ West Surrey Transport team	Site (Selection) Assessment, Development Viability Study
Infrastructure Planning Evidence	LPA	IH	Infrastructure providers, utility suppliers. Includes NHS, SCC/ West Surrey,	HEDNA, transport assessment, SFRA, Open Space Study and Playing Pitch Strategy

Key Evidence	Area Covered (e.g. just LPA or broader)	In house (IH) or externally commissioned (EC)	Key stakeholders' who need to input	Dependencies with other evidence documents
			energy companies.	
Whole Plan Viability Assessment	LPA	EC	Landowners, developers and agents	Site selection Assessment, Infrastructure Planning Evidence, various
Site (Selection) Assessment	LPA	IH	Landowners, developers and agents	HEDNA, Green Belt Assessment, SFRA, Transport Assessment, HRA, Infrastructure Evidence, Development Feasibility Study
Development Feasibility Study	LPA	EC	Developers, Infrastructure providers	

6. STAKEHOLDER ENGAGEMENT

6.1 Engagement Approach:

Stakeholder Group	Engagement Objective	Engagement Approach	Channels / Activities	Timing / Frequency
Residents (all residents)	Raise awareness of the Local Plan, encourage participation, provide updates	Inform, consult and involve	Dedicated Local Plan website, Engagement Hub, news stories, subscriber emails, customer portal, web chat, dedicated inbox, media coverage	Throughout plan preparation.
Residents following social media	Drive awareness and participation in consultation	Inform and encourage action	Facebook, X, LinkedIn, Instagram, Nextdoor posts, digital graphics, engagement reminders, step-by-step participation guidance	Launch and regular campaign activity
Councillors	Ensure elected members are informed and able to support residents	Inform, engage and enable	Member briefings, leadership briefings, council announcements, press releases, email updates, Monthly Member Briefing Note	Ongoing
Council staff and Customer Services	Ensure staff understand the Local Plan and can respond to enquiries	Inform and equip	Staff meetings, Spelnet articles, briefing sessions, FAQs and guidance	Ongoing

Community Ambassadors and Residents Associations	Encourage community-led promotion and participation	Collaborate and involve	Direct engagement, email updates, invitations to events, Partnership Assembly engagement	Ongoing
Visitors to Staines town centre	Raise awareness among residents and visitors	Inform	Digital screens, Skills Hub posters, Elmsleigh Centre displays	Key consultation periods
Digitally excluded residents	Ensure inclusive participation opportunities	Inform and support	Posters and printed materials in libraries and community centres, leaflets where appropriate	Throughout consultation
Residents across the Borough	Increase visibility of consultation opportunities	Inform	Community banners at key locations across the Borough Posters on Borough noticeboards	Consultation launch and key stages
E-news subscribers	Share updates and consultation opportunities	Inform	Monthly e-news articles and updates	Monthly
GovDelivery subscribers	Encourage engagement and provide updates	Inform and consult	GovDelivery emails and Engagement Hub updates	Throughout consultation
Businesses and Town Centre partners/ networks	Ensure businesses understand and engage with the Local Plan	Inform and consult	Economic Development including BID networks, business newsletters, town centre partners, Spelthorne Business	Key consultation stages

			Forum, business websites	
Residents and business contacts	Maintain visibility and awareness	Reinforce messages	Corporate email footers during key engagement periods	Key campaign periods
Visitors to Knowle Green Offices	Promote engagement opportunities to visitors	Inform	Leaflets and posters in reception areas	During consultation and events
Developers and Planning Sector Stakeholders	Ensure technical stakeholders are aware of and engaged in the process	Consult and collaborate	Surrey Development Forum, targeted promotional materials and stakeholder engagement	At relevant Local Plan milestones
Tenants, Housing Associations and Housing Forum Networks	Engage residents affected by housing proposals	Consult and involve	Housing association networks, KGE portal, Housing Teams, leaflets and posters	Throughout consultation
Community Groups and Event Attendees	Gather feedback from a broad cross-section of residents	Consult and involve	Roadshows, community events, face-to-face engagement activities	Throughout consultation
University Students (Royal Holloway), local schools and youth organisations	Gather informed feedback from planning-related disciplines and young people	Consult	Targeted engagement with planning, urban design, architecture and environmental students and local young people	Consultation period

6.2 EFFECTIVE COOPERATION

What is required	When will it be delivered	Who will deliver (Teams and Job Titles)
Cross boundary engagement with neighbouring and nearby Boroughs, and statutory bodies	Ongoing – scoping stage, developing vision and strategy, preparing and developing the draft Local Plan	**Strategic Planning team, Principal Planning Policy Officers**

7. BUDGET OVERVIEW

7.1 Cost Estimates:

	Period YR 1	Period YR 2	Period YR 3	Total
Staff	£450,000	£450,000	£450,000	£1,350,000
Evidence/ Consultancy costs	£425,000	£250,000		£675,000
Engagement and consultation	£12,500	£6,250	£6,250	£25,000
Examination (PINS costs and programme officer)	£55,000	£55,000	£585,000	£695,000

The above figures are estimated expenses based on the data from the delivery of the local plan

7.2 Budget Reviews:

Forecasts are prepared against the approved budget and are monitored regularly with support from the Finance team. Growth bids have been submitted in August 2026 to the new West Surrey Authority, which will assume responsibility for budget setting, monitoring and reporting from 1 April 2027.

At present, expenditure is reviewed on a quarterly basis by the Finance team, with actual spend tracked against budget and any variances, including underspends and overspends, recorded and monitored.

Budget-related risks that may impact delivery are identified through the monitoring process, and where activities are found to be under-budgeted, growth bids are submitted to address anticipated funding pressures. Underspends and overspends are reported as part of the regular review cycle, enabling appropriate budget management and forecasting throughout the year.

8. RISKS AND MITIGATION

8.1 Summary of Key Risks Identified:

Risk	Likelihood – high, medium, low	Risk level – high, medium and low	Mitigation
Planning related risks:			
Failure to Meet Housing Delivery Targets	High	High	Maintain an up-to-date Housing and Economic Land Availability Assessment (HELAA). Identify reserve or contingency sites. Regularly monitor housing completions and land supply. Work proactively with developers to unblock barriers to delivery of strategic sites. Review allocations where delivery risks emerge.
Local Plan Adoption Delays or Legal Challenge	High	High	Ensure robust evidence base and legal compliance. Undertake comprehensive public consultation. Early engagement with statutory consultees and Planning Inspectorate. Conduct regular legal reviews throughout plan preparation. Maintain clear audit trails for decision-making.
Infrastructure Unable to Support Planned Growth	High	High	Ensure positive and continuous engagement with infrastructure providers. Prepare and maintain an Infrastructure Delivery Plan (IDP). Secure developer contributions through S106/CIL. Coordinate with utilities, health providers, education authorities and transport bodies. Phase developments to align with infrastructure delivery.

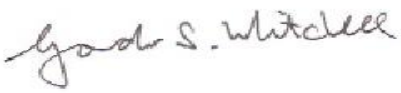
Risk	Likelihood – high, medium, low	Risk level – high, medium and low	Mitigation
Process risks:			
Significant Community Opposition	High	High	Early and meaningful stakeholder engagement being sought and monitored via workshops, public exhibitions and online engagement tools.
Significant Delays in Responses or Objections from Statutory Consultees. Statutory consultees have significant weight in the plan making process but face resource pressure and may have limited capacity to engage.	High	High	Engage early and continuously through the plan's preparation, either directly or through officer groups, as most effective.
Environmental risks:			
Loss of Biodiversity and Failure to Meet Environmental Requirements	High	High	Robust ecological assessments being conducted. Biodiversity Net Gain requirements are being applied. Designated habitats and ecological corridors protected. Site-specific environmental mitigation measures being included. Biodiversity outcomes being monitored.
Increased Flood Risk	High	High	Sequential and Exception Tests are being followed. Developments in high-risk flood zones are being avoided where possible. Sustainable Drainage Systems (SuDS) are required.

Risk	Likelihood – high, medium, low	Risk level – high, medium and low	Mitigation
			Site-specific Flood Risk Assessments prepared. Climate change flood modelling incorporated.
Social risks: Lack of affordable housing results in unmet housing needs.	High	High	Set realistic affordable housing policies. Monitor delivery through annual reports. Work with Registered Providers and Homes England. Review constraints and viability assumptions regularly. Prioritise affordable housing on strategic sites.
Lack of housing to meet the needs of specific housing groups	High	High	Set realistic policies for specialist housing, monitor delivery through annual reports, review constraints and viability assumptions regularly, ensure site availability assessment for these sites.
Project-related risks: Failure to complete Local Plan review within agreed timescales and budget	High	High	Project Plan developed and monitored regularly to prevent any delays Monthly review set up with Finance team to monitor spend against budget regularly
Resource constraints, including staffing shortages and reliance on external consultants	Medium	High	Workforce and resource plan in place and continuously being monitored

Risk	Likelihood – high, medium, low	Risk level – high, medium and low	Mitigation
Local Government Reorganisation (LGR) results in delays to the New Local Plan, due to changes to elected members, strategic priorities, and governance arrangements, This could be through: • lack of financial support for adequate staffing and a comprehensive, robust evidence base, causing. • Revisions to evidence and policy positions • Consistency of plans across West Surrey	High	High	Actively engage to maintain a dedicated Local Plan team, agree transitional governance arrangements, align evidence gathering with emerging unitary authority requirements, and regularly review the programme plan with LGR leads, and brief new members as required. Process for coordination within the new arrangement to be confirmed

9. APPROVAL OF THIS PID

Author Name	Name and Title	
Strategic Planning Team	Jane Robinson, Local Plans & Infrastructure Manager	
Approver signature	**Name and Title**	**Date Approved (attach email confirmation)**
	Group Head, Sandy Muirhead	6/10/2026

	Councillor John Turner, Chair Environment & Sustainability Committee	15/10/2026
	Gordon Mitchell, Chief Executive	16/10/2026

10. VERSION CONTROL/ CHANGE LOG

Date of change (Specifying version)	Author	Reason	Updated Version Title