

LONDON BOROUGH OF BRENT

DRAFT

LOCAL DEVELOPMENT  
SCHEME

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EXECUTIVE  
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## **1.0 Introduction to LDS**

This section provides an introduction to the Local Development Scheme (LDS). It gives a brief overview of the role of the LDS and an introduction to LDFs which identifies the key components, outlines the production methods, identifies the abbreviations found throughout, and explains the terminology used.

### **1.1 Introduction to LDFs**

- 1.1.1 The Planning and Compulsory Purchase Act (the Act) 2004, will lead to fundamental reform of the planning system. As a result of the Act LDFs will be introduced. LDFs will replace the existing system of Local, Structure and Unitary Development Plans. The objectives of this reform are to speed up plan preparation, enhance community involvement in planning, strengthen policy content, and achieve a better focus on implementation.
- 1.1.2 The LDF is a portfolio of Local Development Documents which will provide the Local Planning Authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development and use of land.
- 1.1.3 LDFs will comprise Local Development Documents (LDDs), which will include planning documents with development plan status – to be known as Development Plan Documents (DPDs), and Supplementary Planning Documents (SPDs). There will be new requirements for the process of producing and examining DPDs. The Government requires Local Development Frameworks to be fully in place by March 2007.
- 1.1.4 LDFs must contain clear up-to-date spatial planning frameworks that enable efficient delivery of new development, especially housing. Successful implementation of LDFs will depend on the support of implementing bodies and the community, secured through widespread involvement in LDF preparation from an early stage in the process. The result should be an influential strategy that drives action by the LPA and implementation bodies whilst reflecting the aspirations of the wider community. The LDF should also be soundly based, incorporating the principles of sustainable development, and informed by robust evidence and monitoring.
- 1.1.5 In preparing the local development documents which will be included in the local development framework the LPA has had to take into account the Community Strategy which the authority has to prepare under the Local Government Act 2000. The Community Strategy for the London Borough of Brent *A Plan for Brent 2003 – 2008* was adopted and published in 2003. The Government requires that there should be a clear relationship between the policies in local development documents and the community strategy. This will ensure that the planning framework for the area is consistent with, and helps to deliver, the community strategy so far as this is relevant to the development and use of land.
- 1.1.6 This Local Development Scheme will set out what development plan documents and supplementary planning documents the LPA propose to prepare over a three-year period and the timetable for their preparation. It will also list the policies which the

authority wishes to save from their existing local plan or unitary development plan until these are superseded by a new development plan document(s). Additionally, the timetable for the preparation of the statement of community involvement will be included.

- 1.1.7 This LDS contains an introduction to LDFs which identifies the key components, outlines the production methods, identifies the abbreviations found throughout, and explains the terminology used. The LDS also provides a schedule of proposed LDDs (Local Development Documents) which includes a table showing each LDD to be produced, its role, position in the chain of conformity and, in the transitional period, which existing DPs will be 'saved' plans. An overall programme is then presented in gantt chart form outlining the timetables and key milestones for the production of each LDD. The profiles of each LDD are given which briefly set out their role, geographical coverage, status, timetables for production, broad indication of resource requirement and approach to involving stakeholders and the community. Finally a supporting statement is included. This identifies the management arrangements for LDF production, the LDF structure focussing on LDDs inter-relationships and geographical coverage, the evidence base required, monitoring and review arrangements and finally a SPG replacement programme.

## 1.2 LDF Components

At the local level unlike, the current single Unitary Development Plan, there will be a number of development plan documents containing the following components;

- Core Strategy;
- Proposals Map;
- Site Allocations;
- Policies for the Control of Development;
- Area Action Plans; and
- Supplementary Planning Documents.

## 1.3 LDD Production

1.3.1 There are four distinct stages of **DPD preparation**:

- The **pre-production and survey** stage will include producing the LDS, which will require important decisions to be taken on the nature of the spatial strategy, the LDDs to be produced and timetables for LDD preparation. LPAs will need to collect the necessary data to develop a robust evidence base for the plan and provide the baseline for SA/SEA. There would also be benefits in involving stakeholders and the community at this stage to begin discussions around key issues for the vision and strategy;
- The **production** stage will involve developing with stakeholders and the community, the vision, objectives and spatial options for the plan. These will need to be

developed through the processes of SA/SEA and public consultation. The plan will be submitted to the Secretary of State (SofS) at the end of the production stage;

- **Examination**, which will be an assessment of the soundness of the DPD in terms of its content and whether the correct processes and procedures have been followed. This will normally involve a public examination. Subsequently, an Inspector's report will be produced which is binding upon an LPA- they will be required to adopt the final DPD incorporating the Inspector's recommendations; and
- **Adoption** and entry of the DPD into the LDF, which will follow receipt of the Inspector's report.

1.3.2 There is a slightly different pattern for **SPD production** as they will not be subject to independent examination and will not form part of the statutory development plan. However, they should be subjected to rigorous procedures of community involvement.

1.3.3 **SCI production** lies somewhere between the two with a requirement for independent examination but with fewer distinct consultation stages than the DPDs; similar to that of SPDs. Local planning authorities must subject the statement of community involvement to independent examination to allow the community to influence the scope and form of consultation that will take place when local development documents are prepared.

#### 1.4 **LDS Abbreviations**

|                 |                                    |
|-----------------|------------------------------------|
| AAP             | Area Action Plan                   |
| AMR             | Annual Monitoring Report           |
| CADG            | Conservation Area Design Guide     |
| CS <sup>1</sup> | Community Strategy                 |
| CS <sup>2</sup> | Core Strategy                      |
| DPD             | Development Plan Document          |
| LDD             | Local Development Document         |
| LDF             | Local Development Framework        |
| LDS             | Local Development Scheme           |
| LPA             | Local Planning Authority           |
| SA              | Sustainability Appraisal           |
| SCI             | Statement of Community Involvement |
| SEA             | Strategic Environmental Assessment |
| SofS            | Secretary of State                 |
| SPD             | Supplementary Planning Document    |
| SPG             | Supplementary Planning Guidance    |
| SRF             | Sub Regional Framework             |
| TLP             | The London Plan                    |
| UDP             | Unitary Development Plan           |

## 1.5 LDF Terminology

The following section provides an explanation of the terminology relating to the production of LDFs;

**Adoption (DPD)** - The authority must adopt the submitted development plan document as changed by the inspector's binding report unless the Secretary of State has intervened. Once the development plan document is adopted it will be included in the local authority's local development framework and form part of the development plan for the area.

**Adoption (SPD)** - The LPA must consider the comments they have received on any draft supplementary planning document and make any changes they consider appropriate before they adopt it. Once it is adopted the LPA will include the document in the local development framework. The LPA will also include with the supplementary planning documents, a statement of the consultation undertaken, the representations received and the LPAs response to those representations.

**Annual Monitoring Report** - Authorities will need to produce Annual Monitoring Reports setting out progress in terms of producing LDDs and in implementing policies.

**Area Action Plans** – These will be used by the authority to provide a planning framework for particular areas of change or conservation. They will deal with specific parts of the local authority's area and with specific requirements such as the redevelopment of an area of derelict land and buildings.

**Community Strategy** – A strategy which the authority has to prepare under the Local Government Act 2000 to articulate the community's social, economic and environmental aspirations for the Borough.

**Core Strategy** - The Core Strategy will set out the vision for the authority; reflecting that of the community, and the primary policies for meeting that vision.

**Development Plan** – The statutory Development Plan for the area will comprise of the DPDs and the Spatial Strategy for Greater London, *The London Plan*.

**Development Plan Documents** – DPDs are LDDs which are afforded 'Development Plan' status (i.e. all except the SCI and all SPDs) and have been tested by independent examination. Section 37(6) of the Planning and Compulsory Purchase Act 2004 requires that decisions on applications for the development or use of land or buildings should be made in accordance with the development plan unless material considerations indicate otherwise.

**Examination** - The purpose of the examination is to consider the "soundness" of the SCI / DPD. The Secretary of State will appoint an inspector to conduct the examination. His/her role is to determine the soundness of the SCI / DPD and in considering this, any representations on the SCI / DPD will be considered.

**Local Development Document** – LDD is the generic term of reference for all the documents which together make up the LDF (i.e. the SCI, all DPDs and all SPDs).

**Local Development Framework** - The local development framework will contain a portfolio of local development documents which will provide the LPA's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development and use of land.

**Local Development Scheme** – This will set out what development plan documents and supplementary planning documents the LPA propose to prepare over a three-year period and the timetable for their preparation. It will also list the policies which the authority wishes to save from their existing local plan or unitary development plan until these are superseded by a new development plan document(s). Additionally, the timetable for the preparation of the statement of community involvement will be included.

**Policies for the Control of Development** – The purpose of these policies will be to ensure that all development in the area meets certain criteria and contributes to meeting the authority's vision and core strategy.

**Proposals Map** – The Proposals Map will illustrate on an ordnance survey map the policies in the development plan (i.e. all the development plan documents which are contained in the local development framework). The authority may use inset maps as part of the proposals map to show all the proposals for part of the authority's area, such as the policies for area action plans.

**Site Allocations** – The sites which are proposed for development to meet the Authority and Community's vision and core strategy will be identified in this development plan document. It will also set out any policies which refer to the development of those sites, such as the mix of uses or the form of access arrangements.

**Statement of Community Involvement** – This document will set out how the authority intends to achieve continuous community involvement in the preparation of local development documents in their area. It is not a DPD but will be subject to independent testing.

**Strategic Environmental Assessment** - All policies and proposals in DPDs will be subject to Strategic Environmental Assessment (SEA) to ensure they reflect environmental objectives and satisfy the requirements of European legislation.

**Supplementary Planning Documents** – SPDs are produced as part of the LDF and are therefore LDDs but are not DPDs. The matters covered in SPDs must be directly related to a policy or policies in a development plan document. They may be used to cover a whole range of issues on which the LPA wishes to provide additional guidance to elaborate upon a development plan document but which do not need to be subject to independent examination.

**Sustainability Appraisal** - All policies and proposals in DPDs and SPDs will be subject to Sustainability Appraisal to ensure they reflect sustainable development principles.

## **2.0 Schedule of proposed LDDs**

This section presents a schedule of proposed LDDs (Local Development Documents) which includes a table showing each LDD to be produced, its role, position in the chain of conformity and, in the transitional period, which existing DPs will be 'saved' plans.

- 2.1 The newly adopted Borough Plan *Brent Unitary Development Plan 2004* will be saved for three years upon commencement of the Act. These policies will be relied upon until their replacement by the new DPDs during February / March 2007. There are no plans for the piecemeal replacement of UDP policies; UDP policies will be replaced by the Policies contained within the various DPDs all at once.



| <b>Document Title</b>              | <b>Status</b> | <b>LPA</b>    | <b>Brief Description</b>  | <b>Chain of Conformity</b>   | <b>Date for Issues and Preferred Options Consultation</b> | <b>Date for publication of draft</b> | <b>Date for Submission to SofS</b> | <b>Proposed Date for Adoption</b> |
|------------------------------------|---------------|---------------|---|--|---|--------------------------------------|------------------------------------|-----------------------------------|
| Statement of Community Involvement | N/A           | LB Brent only | Document setting out standards and approach to involving stakeholders and the community in the production of the LDF.   | N/A  | N/A   | N/A                                  | October 2004                       | December 2004                     |
| Core Strategy                      | DPD           | LB Brent only | Sets out the vision, objectives and strategy for the spatial development of the area, and will provide the framework for area planning (development control).     | General Conformity with The London Plan, SRF, RPG9, PPSs.<br><br>All other LDDs to be in conformity with the Strategy. | November 2004 – January 2005                              | June – July 2005                     | January – February 2006            | February - March 2007             |
| Proposals Map                      | DPD           | LB Brent only | An OS based representation of the Core Strategy and other DPDs.   | To conform with Core Strategy.   | November 2004 – January 2005                              | June – July 2005                     | January – February 2006            | February - March 2007             |
| Site Specific Proposals            | DPD           | LB Brent only | An OS based representation of the Core Strategy and other DPDs.   | To conform with Core Strategy and Proposals Map.   | November 2004 – January 2005                              | June – July 2005                     | January – February 2006            | February - March 2007             |
| Suite of DC Policies               | DPD           | LB Brent only | Contains detailed policies which unpack the vision, objectives and strategy set out in the Core Strategy to aid implementation and provide clarity and certainty. | To conform with Core Strategy and Proposals Map.   | November 2004 – January 2005                              | June – July 2005                     | January – February 2006            | February - March 2007             |
| Area Action Plan (Wembley)         | DPD           | LB Brent only | Sets out the principles and parameters for development to enable the 'Destination Wembley' vision to be realised.   | To conform with Core Strategy, Proposals Map and Suite of DC Policies.   | November 2004 – January 2005                              | June – July 2005                     | January – February 2006            | February - March 2007             |

|                               |     |                                       |  |  |                              |                         |                         |                       |
|-------------------------------|-----|---------------------------------------|--|--|------------------------------|-------------------------|-------------------------|-----------------------|
| Area Action Plan (Park Royal) | DPD | Joint with LB Ealing (to be explored) | To act as a framework for local services, private sector involvement and regeneration projects and will help to deliver the aims of both Boroughs. | To conform with Core Strategy, Proposals Map and Suite of DC Policies. | November 2004 – January 2005 | June – July 2005        | January – February 2006 | February - March 2007 |
| Raft of SPDs                  | SPD | LB Brent only                         | Various (see schedule in Section 5.5)  | To conform with Core Strategy, Proposals Map and Suite of DC Policies. | N/A                          | October - November 2006 | N/A                     | February - March 2007 |

### **3.0 Overall Programme**

This section presents the overall programme in gantt chart form outlining the timetables and key milestones for the production of each LDD.

| ID | Task Name   | 2004 |   |   |   | 2005 |   |   |   | 2006 |   |   |   | 2007 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|----|---|------|---|---|---|------|---|---|---|------|---|---|---|------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|    |   | J    | F | M | A | M    | J | J | A | S    | O | N | D | J    | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D |
| 1  | <b>Preparation of SCI (Incl evidence gathering &amp; informal consultation)</b> |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 2  | Submit SCI to SofS / For consultation   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 3  | SCI Examination   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 4  | Adoption of SCI (Full Council)  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 5  | <b>SEA-SA Preparation (Including baseline data collection)</b>                  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 6  | Identify key environmental problems / issues                                    |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 7  | Develop assessment framework - objectives, criteria, indicators etc             |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 8  | Consult authorities and other bodies on the scope                               |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 9  | <b>Preparation of DPDs (Incl evidence gathering)</b>                            |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 10 | DPD I & O Consultation  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 11 | Produce DPD Preferred Options   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 12 | Consultation on DPD Preferred Options & Initial ER Pros & Cons                  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 13 | Produce final DPD version   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 14 | SEA Produce ER  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 15 | Final DPD Version to Mayor for conformity test                                  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 16 | DPD & ER Submission to SofS & Mayor / For consultation                          |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 17 | DPD & ER Examination  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 18 | SEA Carry out assessment of any significant changes to the Plan                 |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 19 | DPD binding report received   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 20 | DPD Adoption (Full Council)   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 21 | <b>Suite of SPDs Prep</b>   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 22 | SA of SPDs  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 23 | SPDs Cons   |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 24 | SPDs Adoption (Full Council)  |      |   |   |   |      |   |   |   |      |   |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

#### **4.0 Profiles of each LDD**

This sections provides brief profiles for each LDD; setting out their role, geographical coverage, status, timetables for production, broad indication of resource requirement and approach to involving stakeholders and the community.

- 4.1 Statement of Community Involvement
- 4.2 Core Strategy
- 4.3 Proposals Map
- 4.4 Site Specific Proposals
- 4.5 Suite of DC Policies
- 4.6 Action Area Plan (Wembley)
- 4.7 Action Area Plan (Park Royal)
- 4.8 Raft of SPDs

| <b>4.1 Statement of Community Involvement</b>   |  |
|---|--|
| <u>Document Details</u> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The Statement of Community Involvement will set out how the authority intends to achieve continuous community involvement in the preparation of local development documents</p> <p>The Statement of Community Involvement will cover the whole of the borough and will not extend beyond the LPA boundary.</p> <p>The Statement of Community Involvement will be a LDD</p> <p>N/A</p>       |
| <u>Timetable</u> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>September 2004</p> <p>N/A</p> <p>Ongoing; including key LSP meetings and a series of sessions at ACFs (Area Consultative Forums) throughout September 2004</p> <p>Submission period during October 2005</p> <p>Submission period during October-November 2004</p> <p>November-December 2004</p> <p>December 2004</p> <p>January 2005</p> <p>February 2005</p>                               |
| <u>Arrangements for Production</u> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>The LSP will be represented within the steering group, ACFs will be consulted and there will be a deposit period and examination allowing for general involvement.</p> |

| <b>4.2 Core Strategy</b>   |   |
|--|---|
| <p><u>Document Details</u></p> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The Core Strategy will set out the vision for the authority, reflecting that of the community, and the primary policies for meeting that vision</p> <p>The Core Strategy will cover the whole of the borough and will not extend beyond the LPA boundary</p> <p>The Core Strategy will be a DPD</p> <p>The Core Strategy will be in general conformity with The London Plan, the Sub-Regional Framework for West London, RPG9 and the PPSs. All other LDDs will be in conformity with the Core Strategy.</p>   |
| <p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>October 2004</p> <p>June 2005</p> <p>Ongoing; including key LSP meetings, series of sessions at ACFs throughout November 2004 and a major visioning event. Two key pre-submission consultation stages November-January 2004/2005 (on Issues and Options) and June-July 2005 (on Preferred Options) before formal submission period during January-February 2005.</p> <p>Submission period during January 2005</p> <p>Submission period during January-February 2005</p> <p>February-March 2005</p> <p>July-October 2006</p> <p>January 2007</p> <p>February-March 2007</p> |
| <p><u>Arrangements for Production</u></p> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources. Apart from the following background technical studies (which will be undertaken by external consultants):</p> <ul style="list-style-type: none"> <li>- Employment Land Demand;</li> <li>- Retail Capacity; and</li> <li>- Housing Needs Survey</li> </ul> <p>This will be outlined within the SCI which is the first LDD to be produced</p>                  |

| <b>4.3 Proposals Map</b>   |   |
|--|---|
| <p><u>Document Details</u></p> <ul style="list-style-type: none"> <li>• Role and subject</li> <br/> <li>• Geographic coverage</li> <br/> <li>• Status</li> <br/> <li>• Chain of conformity</li> </ul>  | <p>The Proposals Map will illustrate on an ordnance survey map the policies in the development plan (i.e. all the development plan documents which are contained in the local development framework). It will also include inset maps as part of the proposals map to show all the proposals for part of the authority's area, such as the policies for area action plans.</p> <p>The Proposals Map will cover the whole of the borough and will not extend beyond the LPA boundary.</p> <p>The Proposals Map will be a DPD.</p> <p>The Proposals Map will be in general conformity with the Core Strategy and other relevant DPDs.</p> |
| <p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <br/> <li>• Start of consultation on Preferred Options Report</li> <br/> <li>• Consideration of representations and discussions with community and stakeholders</li> <br/> <li>• Submission of DPD to SofS</li> <br/> <li>• Public consultation period on submission DPD</li> <br/> <li>• Pre-examination consideration of representations</li> <br/> <li>• Examination period, including target date for examinations</li> <br/> <li>• Receipt of Inspector's binding report</li> <br/> <li>• Adoption and Publication</li> </ul> | <p>October 2004</p> <p>June 2005</p> <p>Ongoing; including key LSP meetings, series of sessions at ACFs throughout November 2004 and a major visioning event. Two key pre-submission consultation stages November-January 2004/2005 (on Issues and Options) and June-July 2005 (on Preferred Options) before formal submission period during January-February 2005.</p> <p>Submission period during January 2005</p> <p>Submission period during January-February 2005</p> <p>February-March 2005</p> <p>July-October 2006</p> <p>January 2007</p> <p>February-March 2007</p>   |
| <p><u>Arrangements for Production</u></p> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <br/> <li>• Management arrangements (e.g. steering group)</li> <br/> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <br/> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>This will be outlined within the SCI which is the first LDD to be produced</p>  |



| <b>4.4 Site Specific Proposals</b>   |   |
|--|---|
| <p><u>Document Details</u></p> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The Site Specific Proposals will identify sites which are proposed for development to meet the Authority and Community's vision and core strategy will be identified in this development plan document. It will also set out any policies which refer to the development of those sites, such as the mix of uses or the form of access arrangements.</p> <p>The Site Specific Proposals will cover relevant parts of the Borough will not extend beyond the LPA boundary.</p> <p>The Site Specific Proposals will be a DPD.</p> <p>The Site Specific Proposals will be in general conformity with the Core Strategy and other relevant DPDs.</p> |
| <p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>October 2004</p> <p>June 2005</p> <p>Ongoing; including key LSP meetings, series of sessions at ACFs throughout November 2004 and a major visioning event. Two key pre-submission consultation stages November-January 2004/2005 (on Issues and Options) and June-July 2005 (on Preferred Options) before formal submission period during January-February 2005.</p> <p>Submission period during January 2005</p> <p>Submission period during January-February 2005</p> <p>February-March 2005</p> <p>July-October 2006</p> <p>January 2007</p> <p>February-March 2007</p>   |
| <p><u>Arrangements for Production</u></p> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>This will be outlined within the SCI which is the first LDD to be produced</p>  |

| <b>4.5 Suite of DC Policies</b>  |   |
|--|---|
| <p><u>Document Details</u></p> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The Suite of DC Policies will ensure that all development in the area meets certain criteria and contributes to meeting the authority's vision and core strategy.</p> <p>The Suite of DC Policies will cover the whole of the borough and will not extend beyond the LPA boundary.</p> <p>The Suite of DC Policies will be a DPD.</p> <p>The Suite of DC Policies will be in general conformity with the Core Strategy and other relevant DPDs.</p>  |
| <p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>October 2004</p> <p>June 2005</p> <p>Ongoing; including key LSP meetings, series of sessions at ACFs throughout November 2004 and a major visioning event. Two key pre-submission consultation stages November-January 2004/2005 (on Issues and Options) and June-July 2005 (on Preferred Options) before formal submission period during January-February 2005.</p> <p>Submission period during January 2005</p> <p>Submission period during January-February 2005</p> <p>February-March 2005</p> <p>July-October 2006</p> <p>January 2007</p> <p>February-March 2007</p> |
| <p><u>Arrangements for Production</u></p> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>This will be outlined within the SCI which is the first LDD to be produced</p>  |

| <b>4.6 Area Action Plan (Wembley)</b>  |   |
|--|---|
| <p><u>Document Details</u></p> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The Area Action Plan (Wembley) will set out the principles and parameters for development to enable the 'Destination Wembley' vision to be realised.</p> <p>The Area Action Plan (Park Royal) will cover part of the borough (Park Royal, yet to be defined) and will extend beyond the LPA boundary into Ealing</p> <p>The Area Action Plan (Wembley) will be a DPD</p> <p>The Area Action Plan (Wembley) will be in general conformity with the Core Strategy and other relevant DPDs</p>  |
| <p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>October 2004</p> <p>June 2005</p> <p>Ongoing; including key LSP meetings, series of sessions at ACFs throughout November 2004 and a major visioning event. Two key pre-submission consultation stages November-January 2004/2005 (on Issues and Options) and June-July 2005 (on Preferred Options) before formal submission period during January-February 2005.</p> <p>Submission period during January 2005</p> <p>Submission period during January-February 2005</p> <p>February-March 2005</p> <p>July-October 2006</p> <p>January 2007</p> <p>February-March 2007</p> |
| <p><u>Arrangements for Production</u></p> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>This will be outlined within the SCI which is the first LDD to be produced</p>  |

| <b>4.7 Area Action Plan (Park Royal)</b>   |   |
|--|---|
| <p><u>Document Details</u></p> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The Area Action Plan (Park Royal) will act as a framework for local services, private sector involvement and regeneration projects and will help to deliver the aims of both Boroughs.</p> <p>The Area Action Plan (Park Royal) will cover part of the borough (Park Royal, yet to be defined) and will extend beyond the LPA boundary into Ealing</p> <p>The Area Action Plan (Park Royal) will be a DPD</p> <p>The Area Action Plan (Park Royal) will be in general conformity with the Core Strategy and other relevant DPDs</p>  |
| <p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>October 2004</p> <p>June 2005</p> <p>Ongoing; including key LSP meetings, series of sessions at ACFs throughout November 2004 and a major visioning event. Two key pre-submission consultation stages November-January 2004/2005 (on Issues and Options) and June-July 2005 (on Preferred Options) before formal submission period during January-February 2005.</p> <p>Submission period during January 2005</p> <p>Submission period during January-February 2005</p> <p>February-March 2005</p> <p>July-October 2006</p> <p>January 2007</p> <p>February-March 2007</p> |
| <p><u>Arrangements for Production</u></p> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>This will be outlined within the SCI which is the first LDD to be produced</p>  |

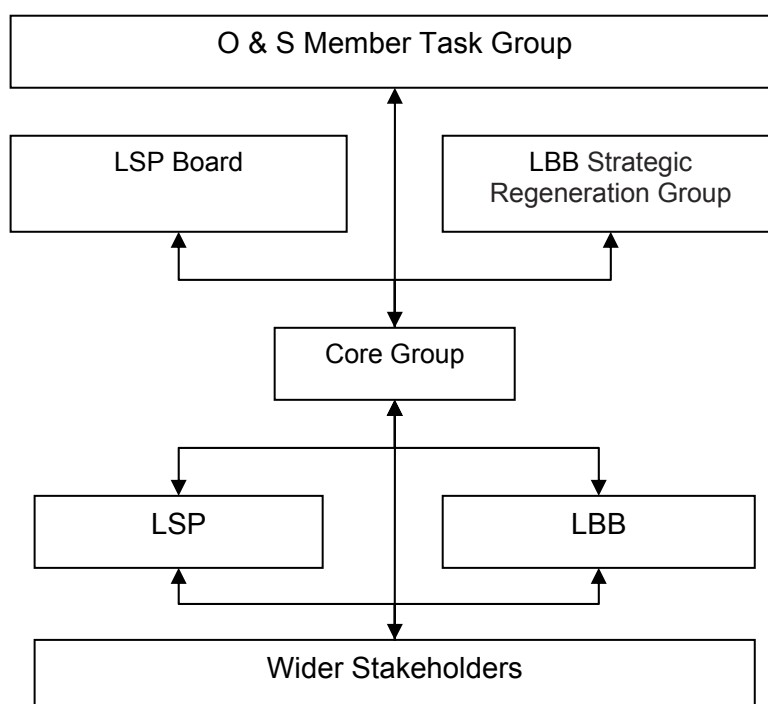
| <b>4.8 Raft of SPDs</b>   |  |
|---|--|
| <u>Document Details</u> <ul style="list-style-type: none"> <li>• Role and subject</li> <li>• Geographic coverage</li> <li>• Status</li> <li>• Chain of conformity</li> </ul>  | <p>The SPDs will provide detailed guidance to supplement DPDs as appropriate (see section 5.5)</p> <p>The SPDs may cover the whole Borough or just relate to specific parcels of land (see section 5.5)</p> <p>The documents will be a SPD</p> <p>The SPDs will be in general conformity with the Core Strategy and other relevant DPDs.</p> |
| <u>Timetable</u> <ul style="list-style-type: none"> <li>• Completion of pre-production/survey phase</li> <li>• Start of consultation on Preferred Options Report</li> <li>• Consideration of representations and discussions with community and stakeholders</li> <li>• Submission of DPD to SofS</li> <li>• Public consultation period on submission DPD</li> <li>• Pre-examination consideration of representations</li> <li>• Examination period, including target date for examinations</li> <li>• Receipt of Inspector's binding report</li> <li>• Adoption and Publication</li> </ul> | <p>September 2006</p> <p>N/A</p> <p>Formal consultation period during October-November 2006.</p> <p>N/A</p> <p>Formal consultation period during October-November 2006.</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>February-March 2007</p>   |
| <u>Arrangements for Production</u> <ul style="list-style-type: none"> <li>• Which organisation/department of the authority will lead the process</li> <li>• Management arrangements (e.g. steering group)</li> <li>• Resources required to produce the LDD, including specifying resources committed from external stakeholders</li> <li>• Approach to involving stakeholders and the community</li> </ul>  | <p>The Planning Service in conjunction with relevant departments</p> <p>As outlined in Section 5.1</p> <p>To be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.</p> <p>This will be outlined within the SCI which is the first LDD to be produced</p>                                       |

## **5.0 Supporting statement**

This section contains the supporting statement. This identifies the management arrangements for LDF production, the LDF structure focussing on LDDs inter-relationships and geographical coverage, the evidence base required, monitoring and review arrangements and finally a SPG replacement programme.

## 5.1 Management Arrangements

- 5.1.1 This section identifies the management arrangements for the production of the LDF. It sets out the membership of the core steering group and provides a diagrammatic representation of management arrangements.
- 5.1.2 A core group will be established to steer both the involvement arrangements and the policy content. This steering group will be mainly made up of Brent Officers from across the Council (i.e. Planning, Housing, Education, Policy & Regeneration Unit, Social Services and Transportation) but will also contain LSP representatives (i.e. PCT, Voluntary Sector, Police etc).
- 5.1.3 Additionally, specialised sub-groups will be created to meet on an ad-hoc basis to deal with specific themes or matters when necessary.
- 5.1.4 The core group will report to both the LSP board and the Council's Strategic Regeneration Group.
- 5.1.5 The political overarching structure will be provided by a Member Task Group which it is anticipated will have an Overview & Scrutiny membership and function. It will also include Members of Planning Committee.
- 5.1.6 The core group will establish an agreed method of wider stakeholder involvement via the drafting of the SCI. It is anticipated, at this stage, that this will engage Brent's communities across four key stages of involvement:
- Education & Information Provision;
  - Information & Feedback;
  - Involvement & Consultation; and
  - Extended Involvement.
- 5.1.7 Possible methods include: stakeholder forum / visioning event(s); the use of ACFs; exhibitions; local advertisement; ad-hoc stakeholder theme groups / workshops; citizens panels; use of the internet; surveys, interviews and questionnaires; and public meetings.
- 5.1.8 Diagrammatic representation of management arrangements

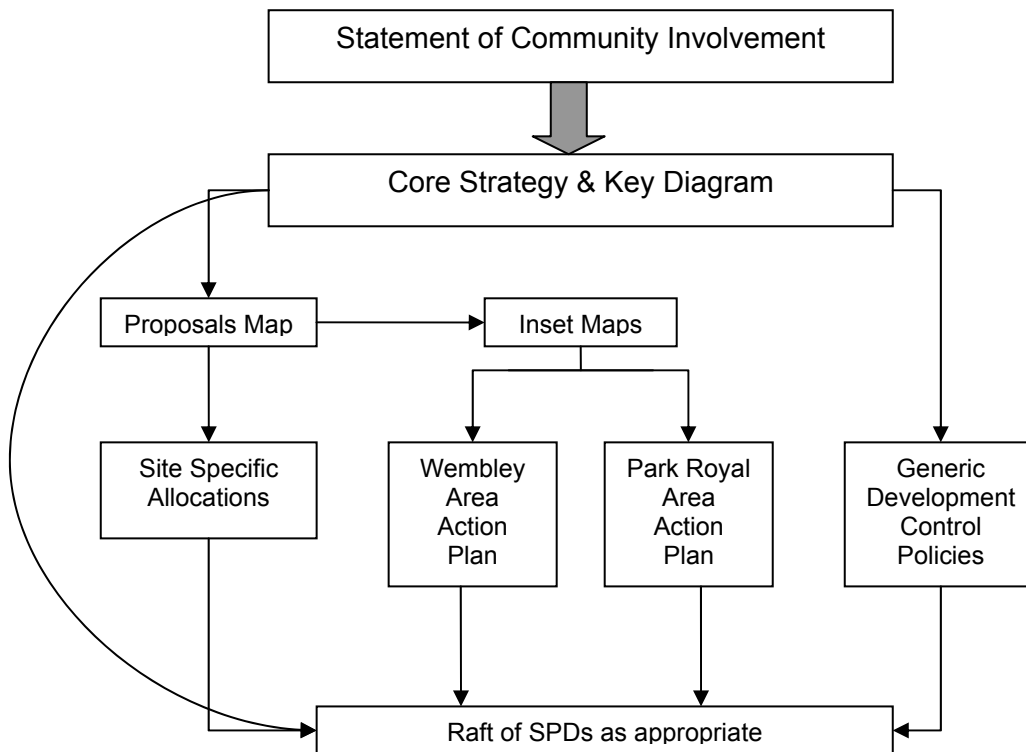


## 5.2 LDF structure - LDDs inter-relationships and geographical coverage

5.2.1 This section sets out how the LDF will be structured, particularly how different LDDs inter-relate and geographical coverage of the various LDDs in diagrammatic form.

5.2.2 The LDF will comprise of the LDDs identified in the Profiles (Section 4) and as described in the introductory section (Section 1). The geographical coverage of these LDDs is shown overleaf. The diagram below outlines their inter-relationships.

5.2.3 Diagrammatic representation of LDD inter-relationships



5.2.4 **Statement of Community Involvement** – The SCI will be the first LDD to be produced. It is a fundamental element of the LDF as it relates to all other LDDs through identifying the processes by which the community will be involved in the production of each of them. It will also identify how the community will be involved in the consideration of major applications. This document does not have any particular geographical relevance; however, it will be applicable to the whole of the Borough by the fact that it guides the form of all subsequent LDDs (which do have particular geographical relevance).

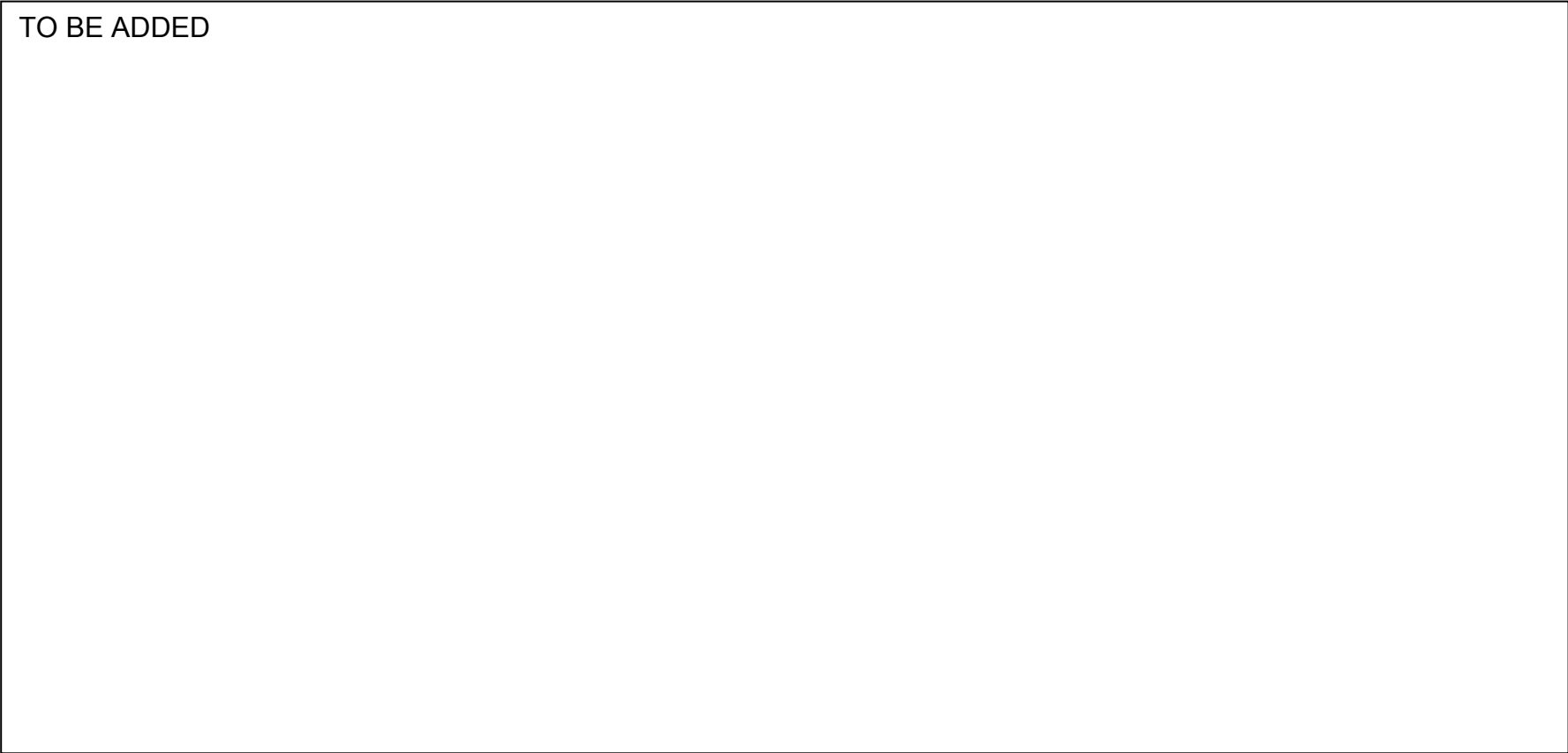
5.2.5 **Core Strategy** – The Core Strategy is the principle document in the LDF as it will set out the vision for the authority; reflecting that of the community, and the primary policies for meeting that vision. The Core Strategy will be accompanied with a Key Diagram which will give an indicative diagrammatic representation of the policies contained within the strategy. The Core Strategy



will be consistent with National and Regional guidance and all other LDDs will need to be in accordance with it. The policies within this document will be applicable to the whole of the Borough.

- 5.2.6 Proposals Map** – The Proposals Map will illustrate on an ordnance survey map the policies in the development plan (i.e. all the development plan documents which are contained in the local development framework). Inset maps will also be included as part of the proposals map to show all the proposals for part of the authority's area, such as the policies for area action plans. The Proposals Map will be in accordance with all DPDs. The Proposals Map will show the whole of the Borough, but will only pick out the parts of the Borough where policies have a particular geographical relevance.
- 5.2.7 Site Specific Allocations** – This LDD will be in conformity with the Core Strategy and will provide the policies for the allocations show on the Proposals Map (other than those covered by Area Action Plans). These allocations will apply to specific parcels of land across the Borough.
- 5.2.8 Suite of DC Policies** – The Suite of DC Policies will be in conformity with the Core Strategy but will be produced within a separate LDD. The policies within this document will be applicable to the whole of the Borough.
- 5.2.9 Action Area Plan (Wembley)** – This Area Action Plan will be in conformity with the Core Strategy and will provide detailed policies for a specific area. This LDD will apply to a specific parcel of land (yet to be defined) within the Borough.
- 5.2.10 Action Area Plan (Park Royal)** – This Area Action Plan will be in conformity with the Core Strategy and will provide detailed policies for a specific area. This LDD will apply to a specific parcel of land (yet to be defined) within the Borough.
- 5.2.11 SPDs** – A raft of SPDs will be produced to be in conformity with one or more DPD. They may be applicable to the whole of the Borough or may specifically relate to individual parcels of land.

5.2.13 Diagrammatic representation of LDDs Geographical Coverage



### **5.3 Evidence base management**

5.3.1 This section provides information on how the evidence base will be managed and specifies the main background technical studies.

5.3.2 A sound evidence base is crucial to the successful preparation of all of the LDF components. A comprehensive evidence base will allow for the productions of LDDs with clear and distinctive spatial visions, objectives and strategies which directly address difficult issues and are deliverable; and be vital in demonstrating the soundness of DPDs at the independent examination stage. The evidence base, particularly through the AMR, will also be important in informing monitoring and review of the LDF.

5.3.3 The main technical studies required to develop a robust evidence base from which to produce and justify sound DPDs;

- LDF production information requirements scoping exercise
- Review of Brent UDP 2004. Covering;
  - How up-to-date it is;
  - Consistency with PPSs, RSS and TLP;
  - Relationship with local strategies and initiatives including the Community Strategy, Local Implementation Plan (Transportation), and areas identified for regeneration;
  - How well it delivers sustainable development; and
  - Which DP policies are to be 'saved' under the transitional arrangements.
- SA of Brent UDP 2004
- Equalities Appraisal of Brent UDP 2004
- Employment Land Demand Study
- Park Royal Strategy (Joint with LB Ealing)
- Retail Capacity & Strategy Study of Key Centres (explore possible links to what LB Camden have already done for Kilburn)
- Brent Household Shopping Survey
- Town Centre Health Checks
- NLUD Survey
- GLA London-wide Housing Capacity Study
- Open Space Needs Assessment
- Conservation Areas Character Appraisals
- SEA / SA baseline data established. Therefore able to;
  - Identify key environmental problems / issues;
  - Develop assessment framework – objectives, criteria, indicators etc; and
  - Consult authorities and other bodies on the scope.

#### 5.4 **Monitoring and review**

5.4.1 This section identifies how monitoring and review will occur, including the AMR and the annual review of the LDS; the resources (in broad terms) to be allocated to producing the LDF; arrangements and responsibilities for programme management and risk assessment and any proposed contingencies.

5.4.2 Review, monitoring and survey are crucial to the successful delivery of the LDFs' visions and objectives, and should be undertaken on a continuous proactive basis. By surveying external trends and outcomes, The Council can build strong evidence bases to inform the preparation of LDDs. Effective monitoring is crucial to the development of LDFs. Its role is already recognised in terms of the 'plan, monitor, and manage' approach:

- **Plan** – making decisions in the LDF about the scale, location, and nature of future development;
- **Monitor** – putting in place a system to measure whether actual events are contributing towards the LDF's objectives; and
- **Manage** – adjusting the plan to reflect findings of monitoring.

5.4.3 The Council are required to review actual LDD progress compared with the targets and milestones in the LDS, and produce an AMR. In addition, we will need to monitor LDFs in terms of:

- Assessing the extent to which external trends and progress with delivery reflects LDF policies. This will be an important means of assessing the effectiveness of policies to deliver housing. Draft regulation 48 requires LPAs to provide information on 'housing trajectories';
- Policies, targets and milestones being sufficiently clear and focused so as to be capable of quantitative assessment through indicators;
- Informing development control decision-making. Monitoring has an important role to play in terms of implementing criteria-based policies that are responsive to changing circumstances; and
- Recognising national and regional policy objectives and targets. Local monitoring systems will need to be sufficiently comprehensive to respond to wider requirements.

#### 5.4.4 **Review - AMR**

Authorities are required to prepare AMRs to assess the implementation of the LDS, and the extent to which policies in LDDs are being achieved. In terms of implementation, AMRs will need to review actual plan progress over the year compared to the targets and milestones for LDD preparation set out in the LDS.

5.4.5 This should assess:

- Whether the LPA has met the LDD targets and milestones, is on target to meet them, is falling behind schedule or will not meet them;

- If an LPA is falling behind schedule or has failed to meet a target or milestone, the reasons for this; and
- The need to update the LDS in light of the above, and if so, the necessary steps and timetable.

#### 5.4.6 Monitoring

In terms of policy achievement, authorities will need to develop robust monitoring systems to judge the effectiveness of LDDs. For the purposes of the AMR, this will include assessing:

- Whether policies and related targets or milestones in LDDs have been met or progress is being made towards meeting them. Or, where they are not being met or on track to be achieved, the reasons why;
- What impact the policies are having on national, regional and local targets and any other targets identified in the LDDs;
- Whether the policies in the LDD need adjusting or replacing because they are not working as intended or are not achieving sustainable development objectives; and
- If policies or proposals need changing, suggested actions to achieve this.

#### 5.4.7 Indicators

Crucial to monitoring is the need to set appropriate indicators to monitor actual progress against targets. In line with regional monitoring, there should be an objectives-led approach to LDF monitoring which:

- Ensures clear links from objectives through to policies, implementation programmes and to output targets and related indicators;
- Focuses on key objectives rather than monitoring a wide range of indicators not directly relevant to policy performance;
- Provides sufficient consistency in terms of local authority monitoring approaches as to enable comparisons to be made;
- Allows transparency and accountability in terms of delivery; and
- Facilitates more informed policy and decision-making.

#### 5.4.8 Links with other initiatives

LDF monitoring should be undertaken in the context of wider community and local initiatives, particularly the Community Strategy. As the LDF is the key spatial delivery mechanism for the CS, there could be links between the monitoring, targets and indicators used in respect by both initiatives. Public Service Agreement targets and accompanying Best Value indicators are also a potential source of objectives, targets and indicators. If they are used in AMRs, the links to best value should be made clear.

- 5.4.9 SA and SEA have specific monitoring requirements. As these appraisals identify and assess the impacts of LDDs from social, environmental and economic perspectives, they can assist in formulating targets and indicators consistent with sustainable development objectives. They may be particularly useful in developing AMR contextual indicators.

#### 5.4.10 Integrating monitoring into LDD preparation

At the pre-production stage, authorities will need to secure agreement between those responsible for producing LDDs and the monitoring and review frameworks. There will need to be a shared understanding of LDD monitoring principles and what developing a monitoring framework will entail. The link between objectives, policies, targets and indicators will also need to be considered.

#### 5.4.11 Timing of AMR

Clause 34 of the Act requires LPAs to submit AMRs in respect to the financial year (1 April to 31 March) no later than the following 31 December.

#### 5.4.12 Resources and responsibilities

The monitoring and review process will be provided by the Planning Service as overseen by the management arrangements set out in section 5.1. This will be funded from existing budgets (including Planning Delivery Grant) using internal staff resources.

#### 5.4.13 Risk Assessment

TO BE ADDED

5.5 **SPG replacement / SPD production programme**

This section sets out which SPGs will be replaced by SPDs (and DPD's), and for the remaining SPGs to be clearly linked to saved policies and any proposed new SPDs.

- 5.5.1 As soon as possible all relevant SPGs to the existing 'saved' UDP will have their policy references updated and will continue to provide supplementary guidance to the adopted Plan until it is replaced by DPDs.
- 5.5.2 In the mid-term any new supplementary guidance currently under construction will be produced following the SPD process and will be adopted as guidance supplementary to the 'saved' Plan until it is replaced by DPDs.
- 5.5.3 Towards to end of the programme all relevant existing SPG / SPD will be updated and necessary new SPD created and consulted upon as guidance supplementary to the DPDs.

| SPG No | SPG Name  | Current Status             | Short-term work (i.e. SPG to UDP)          | Timescale   | Mid-term work (i.e. SPD to UDP)            | Timescale    | Long-term work (i.e. SPD to DPD)    | Timescale   | Final Status                               |
|--------|---|----------------------------|--|-------------|--|--------------|-------------------------------------|-------------|--|
| 01     | Making a Planning Application                                     | Existing SPG (now defunct) | Re-title as Procedural Guide               | Summer 2004 | None                                       | N/A          | Revise as necessary                 | Autumn 2006 | Procedural Guide                           |
| 02     | Commenting on a Planning Application                              | Existing SPG (now defunct) | Re-title as Procedural Guide               | Summer 2004 | None                                       | N/A          | Revise as necessary                 | Autumn 2006 | Procedural Guide                           |
| 03     | Forming an access onto a road                                     | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | None                                       | N/A          | Incorporate into SPG / SPD 17       | Autumn 2006 | Incorporated elsewhere                     |
| 04     | Parking in Front Gardens  | Existing SPG (now defunct) | Discard (already incorporated into SPG 5)  | Summer 2004 | N/A  | N/A          | N/A                                 | N/A         | Dropped (already incorporated into SPG 5)  |
| 05     | Altering and Extending your Home                                  | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | None                                       | N/A          | Full review needed                  | Autumn 2006 | SPD to DPD                                 |
| 06     | Satellite Dishes  | Existing SPG (now defunct) | Discard (covered by existing Nat guidance) | Summer 2004 | N/A  | N/A          | N/A                                 | N/A         | Dropped (covered by existing Nat guidance) |
| 07     | Shopfronts and Shop Signs   | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | None                                       | N/A          | Revise as necessary                 | Autumn 2006 | SPD to DPD                                 |
| 08     | Advertisements (other than shops)                                 | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | None                                       | N/A          | Revise as necessary                 | Autumn 2006 | SPD to DPD                                 |
| 09     | Special needs housing   | Existing SPG (now defunct) | Discard (deemed not necessary)             | Summer 2004 | N/A  | N/A          | Incorporate into SPG / SPD 12       | Autumn 2006 | Incorporated elsewhere                     |
| 10     | Community Safety - building or refurbishing commercial properties | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | None                                       | N/A          | Incorporate into SPG / SPD 17       | Autumn 2006 | Incorporated elsewhere                     |
| 11     | Non-residential developments adjoining gardens                    | Existing SPG (now defunct) | Discard (incorporated into SPG17)          | Summer 2004 | N/A  | N/A          | N/A                                 | N/A         | Incorporated elsewhere                     |
| 12     | Access for disabled people: designing for accessibility           | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | To be revised with appropriate policy pegs | January 2005 | Revise as necessary                 | Autumn 2006 | SPD to DPD                                 |
| 13     | Layout standards for access roads                                 | Existing SPG (now defunct) | Update policy content                      | Summer 2004 | N/A  | N/A          | Incorporate into SPG / D 3 revision | Autumn 2006 | Incorporated elsewhere                     |



| SPG No | SPG Name   | Current Status             | Short-term work (i.e. SPG to UDP) | Timescale   | Mid-term work (i.e. SPD to UDP) | Timescale | Long-term work (i.e. SPD to DPD)        | Timescale   | Final Status           |
|--------|--|----------------------------|-----------------------------------|-------------|---------------------------------|-----------|---|-------------|------------------------|
| 14     | Childcare facilities                                 | Existing SPG (now defunct) | Update policy content             | Summer 2004 | N/A                             | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| 15     | Medical Practice Accommodation                       | Existing SPG (now defunct) | Discard (deemed not necessary)    | Summer 2004 | N/A                             | N/A       | N/A                                     | N/A         | Dropped                |
| 16     | Special Standards for Hassop Road                    | Existing SPG (now defunct) | Update policy content             | Summer 2004 | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| 17     | Design Guide for New Development                     | Existing SPG (now defunct) | Update policy content             | Summer 2004 | None                            | N/A       | Full review needed                      | Autumn 2006 | SPD to DPD             |
| 18     | Employment Development                               | Existing SPG (now defunct) | Update policy content             | Summer 2004 | None                            | N/A       | Incorporate into SPD on Emp / Mixed Use | Autumn 2006 | Incorporated elsewhere |
| 19     | Sustainable Design, Construction & Pollution Control | Existing SPG to UDP        | None                              | N/A         | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| 20     | Buildings in Gardens within Conservation Areas       | Existing SPG (now defunct) | Identify Policy peg               | Summer 2004 | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| N/A    | Window Replacement Design Guide                      | Existing Guide             | None                              | N/A         | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| N/A    | Harlesden Shopfront Design Guide                     | Existing Guide             | None                              | N/A         | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| N/A    | Queen's Park CA Design Guide                         | Existing Guide             | None                              | N/A         | None                            | N/A       | Full review                             | Autumn 2006 | SPD to DPD             |
| New 4  | Design Statements                                    | Existing SPG to UDP        | None                              | N/A         | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| N/A    | Neasden Lane / Birse Crescent                        | Existing SPG               | None                              | N/A         | None                            | N/A       | Revise as necessary                     | Autumn 2006 | SPD to DPD             |
| N/A    | Queen's Park Station Area                            | Existing SPG               | None                              | N/A         | None                            | N/A       | Full review                             | Autumn 2006 | SPD to DPD             |
| N/A    | North Kilburn  | Existing SPG               | None                              | N/A         | None                            | N/A       | Full review                             | Autumn 2006 | SPD to DPD             |
| N/A    | Sudbury Court  | Existing SPG               | None                              | N/A         | None                            | N/A       | Full review                             | Autumn 2006 | SPD to DPD             |
| N/A    | Barn Hill  | Existing SPG               | None                              | N/A         | None                            | N/A       | Full review                             | Autumn 2006 | SPD to DPD             |
| N/A    | Roe Green  | Existing SPG               | None                              | N/A         | None                            | N/A       | Full review                             | Autumn 2006 | SPD to DPD             |

| SPG No | SPG Name                             | Current Status             | Short-term work (i.e. SPG to UDP) | Timescale | Mid-term work (i.e. SPD to UDP)             | Timescale    | Long-term work (i.e. SPD to DPD)            | Timescale        | Final Status           |
|--------|--------------------------------------|----------------------------|-----------------------------------|-----------|---|--------------|---|------------------|------------------------|
| N/A    | Mapesbury                            | Existing SPG               | None                              | N/A       | None  | N/A          | Full review                                 | Autumn 2006      | SPD to DPD             |
| N/A    | Wembley Development Framework        | Existing SPG to UDP        | None                              | N/A       | None  | N/A          | Incorporate into Wembley AAP                | As AAP programme | Incorporated into DPD  |
| N/A    | Wembley Masterplan                   | Existing SPG to UDP        | None                              | N/A       | None  | N/A          | Incorporate into Wembley AAP                | As AAP programme | Incorporated into DPD  |
| N/A    | Gavin House Planning Brief           | Existing Council Statement | None                              | N/A       | None  | N/A          | Revise as necessary & give policy peg       | Autumn 2006      | SPD to DPD             |
| 21     | Affordable Housing                   | Under Construction         | None                              | N/A       | To be produced with appropriate policy pegs | January 2005 | Revise as necessary                         | Autumn 2006      | SPD to DPD             |
| N/A    | South Kilburn Masterplan             | Under Construction         | None                              | N/A       | To be produced with appropriate policy pegs | January 2005 | Revise as necessary                         | Autumn 2006      | SPD to DPD             |
| N/A    | Landscape Design                     | Proposed                   | None                              | N/A       | To be produced with appropriate policy pegs | January 2005 | Revise as necessary                         | Autumn 2006      | SPD to DPD             |
| N/A    | Kilburn Town Centre                  | Proposed                   | None                              | N/A       | None  | N/A          | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD             |
| N/A    | Kilburn Square Planning Brief        | Proposed                   | None                              | N/A       | To be produced with appropriate policy pegs | October 2004 | Revise as necessary                         | Autumn 2006      | SPD to DPD             |
| N/A    | Guinness Brewery Site Planning Brief | Proposed                   | None                              | N/A       | To be produced with appropriate policy pegs | January 2005 | Revise as necessary                         | Autumn 2006      | SPD to DPD             |
| N/A    | A3 Uses                              | Proposed                   | None                              | N/A       | None  | N/A          | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD             |
| N/A    | Mixed use & Employment Development   | Proposed                   | None                              | N/A       | None  | N/A          | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD             |
| N/A    | Wembley Café Quarter Design Guide    | Proposed                   | None                              | N/A       | None  | N/A          | Incorporate into SPD for Wembley TC         | Autumn 2006      | Incorporated elsewhere |

| <b>SPG No</b> | <b>SPG Name</b>  | <b>Current Status</b> | <b>Short-term work (i.e. SPG to UDP)</b> | <b>Timescale</b> | <b>Mid-term work (i.e. SPD to UDP)</b>      | <b>Timescale</b> | <b>Long-term work (i.e. SPD to DPD)</b>     | <b>Timescale</b> | <b>Final Status</b> |
|---------------|--|-----------------------|--|------------------|---|------------------|---|------------------|---------------------|
| N/A           | Wembley Town Centre Urban Design Strategy              | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | Wembley Design Codes                                   | Proposed              | None                                     | N/A              | To be produced with appropriate policy pegs | January 2005     | Revise as necessary                         | Autumn 2006      | SPD to DPD          |
| N/A           | Wembley Tall Buildings Strategy                        | Proposed              | None                                     | N/A              | To be produced with appropriate policy pegs | January 2005     | Revise as necessary                         | Autumn 2006      | SPD to DPD          |
| N/A           | S106 / Tariffs   | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | Conservation Area Design Guide (CADG) Sudbury Cottages | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Northwick Circle                                  | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Mount Stewart                                     | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Buck Lane   | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG St Andrews  | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Kensal Green                                      | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Kilburn   | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG South Kilburn                                     | Proposed              | None                                     | N/A              | None  | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |

| <b>SPG No</b> | <b>SPG Name</b>          | <b>Current Status</b> | <b>Short-term work (i.e. SPG to UDP)</b> | <b>Timescale</b> | <b>Mid-term work (i.e. SPD to UDP)</b> | <b>Timescale</b> | <b>Long-term work (i.e. SPD to DPD)</b>     | <b>Timescale</b> | <b>Final Status</b> |
|---------------|--------------------------|-----------------------|--|------------------|--|------------------|---|------------------|---------------------|
| N/A           | CADG Harlesden           | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Willesden           | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Brondesbury         | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Neasden Village     | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Wembley High Street | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Lawns Court         | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Homestead Park      | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |
| N/A           | CADG Paddington Cemetery | Proposed              | None                                     | N/A              | None                                   | N/A              | To be produced with appropriate policy pegs | Autumn 2006      | SPD to DPD          |