

# LONDON BOROUGH OF BRENT



## DRAFT LOCAL DEVELOPMENT SCHEME

This Local Development Scheme is a public statement of the Councils programme for the production of Local Development Documents over the next three years. It is to be the first point of reference for local communities and other stakeholders to find out about Brent's Local Development Framework

NOVEMBER 2004

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## **1.0 Introduction to LDS**

- 1.0.1 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 Local Development Frameworks (LDFs) which identifies the key components, outlines the production methods, identifies the abbreviations found throughout, and explains the terminology used.
- 1.0.2 Once approved the LDS will be available to view in all of the One Stop Shops and libraries across the Borough. It will also be available on line at the Planning home page [www.brent.gov.uk/planning.nsf](http://www.brent.gov.uk/planning.nsf)

## **1.1 Introduction to LDFs**

- 1.1.1 The Planning and Compulsory Purchase Act (the Act) 2004, has led 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 (LDDs) which will provide Brent Council'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 These LDDs 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 that the Council achieves the landmarks identified in this LDS. Progress towards this will be measured during April 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 One of the main changes under the new planning system is a shift in focus from the regulation and control of the use of land to a more spatial approach. This requires a move away from dealing with strictly land use matters, taking account of other strategies and plans for the Borough which have an impact upon spatial development. This will enable the LDF to provide a vision for the Borough together with a realistic implementation strategy by identifying sufficient land to meet needs for the foreseeable future. The strategies and plans to be taken into account have been produced at the national, regional, sub-regional or local level.

Strategies and plans of relevance in Brent include the following:

- *Community Strategy A Plan for Brent 2003 – 2008*
- *Corporate Strategy Building a Better Borough 2002 - 2006*
- *Improving Brent Excellent Services for a Diverse Community 2004 – 2006*
- *Regeneration Strategy A Regeneration Strategy for Brent 2001 – 2021*
- *Community Safety Strategy Brent Crime and Disorder Reduction and Community Safety Strategy 2002-2005*
- *Air Quality Action Plan 2003 - 2010*
- *Brent Biodiversity Action Plan, 2000*
- *Brent Play Pitch Strategy 2003-2008*
- *Waste Strategy Framework Document*

- Interim Local Implementation Plan (ILIP), 2002-3
- Draft Parks Strategy
- Housing Strategies;
  - *Brent Housing Strategy 2002 – 2007*
  - *Housing Diversity Strategy 2003 – 2004*
  - *Homelessness Strategy 2003 – 2008*
  - *Empty Property Strategy*
  - *Older Persons Housing Strategy*
- Social Services Strategy *Improving Life Chances for a Diverse Community*

1.1.6 In preparing the local development documents which will be included in the local development framework the Council will have particular regard to the Community Strategy which the Council and Partners for Brent (our Local Strategic Partnership) prepared 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. The Planning Service will fully embrace the Community Strategy in drawing up the LDF and wherever possible maximise opportunities for joint working and shared consultation activities. Indeed, the LSP will be directly involved in the LDF preparation process (see section 5.1 *Management Arrangements*). 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 within a spatial context. Indeed it is the intention that a theme group of the LSP will be set up to engage on LDF matters. This LSP theme group will provide ongoing input into the LDF production process and will also allow matters to be reported back to the full LSP membership and provide a meaningful two way channel.

1.1.7 This Local Development Scheme is a public statement of the Council's programme for the production of LDDs over a three year period. It is to be the first point of reference for local communities and other stakeholders to find out about Brent's LDF. This LDS sets out which development plan documents and supplementary planning documents the Council propose to prepare over a three-year period and the timetable for their preparation. It will also identify the policies which the Council wishes to save from the existing unitary development plan until these are superseded by a new development plan documents. Additionally, the timetable for the preparation of the statement of community involvement will be included. Until the end of this three year period the current Adopted Plan *Brent's Unitary Development Plan 2004* will be saved. It will be mostly replaced when the new Development Plan documents are adopted in September 2007 (See section 2.0 *Schedule of Proposed LDDs* for replacement details).

1.1.8 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 and position in the chain of conformity. 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 requirements 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, the evidence base required, monitoring and review arrangements and finally a SPG replacement programme.

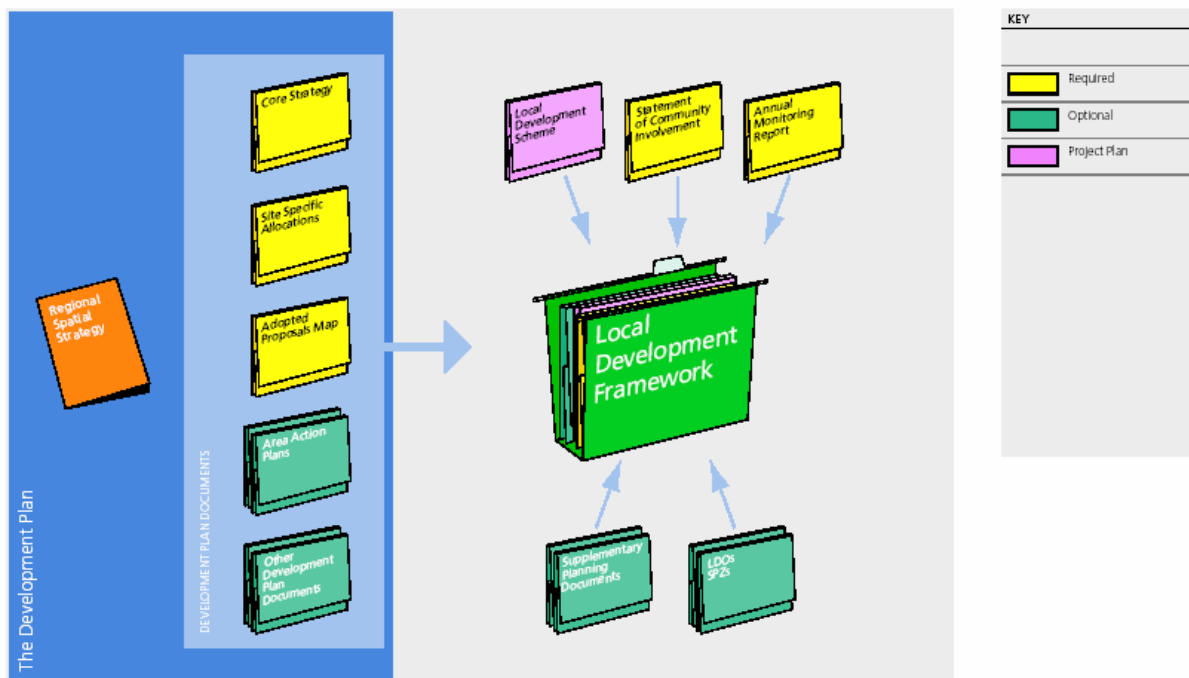
## 1.2 LDF Components

1.2.1 At the local level unlike, the current single Unitary Development Plan, there will be a number of development plan documents containing the following components (as shown in the diagram at paragraph 1.2.3);

- Core Strategy;
- Proposals Map;
- Site Specific Allocations;
- Policies for the Management of Development;
- Area Action Plans;
- Supplementary Planning Documents;
- Statement of Community Involvement; and
- Local Development Scheme.

1.2.2 All of the documents, with the exception of the Supplementary Planning Documents (SPDs), the Statement of Community Involvement (SCI) and the LDS, have Development Plan Status. The importance of Development Plan Status is that Section 38(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. SPDs have status as a material consideration. DPDs will all be tested by independent examination whilst SPDs be subjected to rigorous procedures of community involvement.

### 1.2.3 The Local development Framework & Its' Components



### 1.3 **LDD Production**

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

- The **pre-production and survey** stage 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. 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 Sustainability Appraisal (SA) (Incorporating Strategic Environmental Assessment [SEA]) and public consultation both of which will be iterative processes throughout the production of the DPD. 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 the Council – we 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. The Council 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.

1.3.4 **Sustainability Appraisals (SA)** to be conducted on the LDF will incorporate the requirements of Strategic Environmental Assessment (SEA). SA is an iterative process throughout production of an LDD although there will be distinct more formal stages where draft documents will be available to comment upon and inform the selection of choices upon which the new planning documents will be based. The SA will enable the social, economic and environmental implications of the implementation of the plan to be considered and will provide options or mitigation where appropriate. This will shape the form of the resultant policies and thus enable the adoption of robust balanced documents to appropriately shape the future of Brent.

#### 1.4 LDS Abbreviations

AAP	Area Action Plan	SA	Sustainability Appraisal
AMR	Annual Monitoring Report	SCI	Statement of Community Involvement
CS	Core Strategy	SDS	Spatial Development Strategy
DPD	Development Plan Document	SEA	Strategic Environmental Assessment
GLA	Greater London Authority	SofS	Secretary of State
LDD	Local Development Document	SPD	Supplementary Planning Document
LDF	Local Development Framework	SPG	Supplementary Planning Guidance
LDS	Local Development Scheme	UDP	Unitary Development Plan
LSP	Local Strategic Partnership		
PPS	Planning Policy Statement		
RSS	Regional Spatial Strategy		

#### 1.5 LDF Terminology

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

**Adoption (DPD)** - The Council 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)** - Brent Council 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 Council will include the document in the local development framework. The Council 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** - Brent Council 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 Council 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.

**Chain of Conformity** – This refers to the process whereby each document produced needs to be in general conformity with those documents which are senior to it. General conformity provides an important link between the regional and local levels. It ensures that the Mayor's spatial development strategy *The London Plan*, is properly translated into policies and proposals at the local level. It also ensures that LDDs correctly interpret the objectives of the Core Strategy and that SPDs fully reflect the context their parent DPDs. It is the Government's policy that it is only where a local development document would cause significant harm to the implementation of the London Plan that the local development document should be considered not to be in general conformity. The examination will test the chain of conformity both within and outside of the LDF.

**Community Strategy** – A strategy which the Council (in association with the LSP – Partners for Brent) 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 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. The Mayoral Spatial Development Strategy for Greater London *The London Plan* has also been afforded development plan status by the Act. Section 38(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. Therefore the development plan for Brent will comprise of the DPDs from the Brent LDF and *The London Plan*.

**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 (DPDs, SCI and SPDs) 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. It will also include the LDS and AMR.

**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 Unitary Development Plan until these are superseded by a new development plan document(s). Until the end of this three year period (September 2004 – September 2007) the current Adopted Plan *Brent's Unitary development Plan 2004* will be saved. It will be mostly replaced when the new Development Plan documents are adopted in September 2007 (See section 2.0 *Schedule of Proposed LDDs* for replacement details). Additionally, the timetable for the preparation of the statement of community involvement will be included.

**Local Strategic Partnership** – A Local Strategic Partnership (LSPs) is a single non-statutory, multi-agency body, which matches local authority boundaries, and aims to bring together at a local level the different parts of the public, private, community and voluntary sectors.

**Partners for Brent** – The LSP for Brent; a newly established group which brings together those organisations which provide services to Brent's residents, workers and visitors.

**Policies for the Management 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 Council may use inset maps as part of the proposals map to show all the proposals for part of Brent, such as the policies for area action plans.



**Site Specific Allocations** – The sites which are proposed for development to meet the Council's and the 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 Brent Council intends to achieve community engagement in the preparation of local development documents within Brent. It is not a DPD but will be subject to independent testing.

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

**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 Council 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. The SA will incorporate the requirements for satisfying SEA.

## **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. This section also identifies which existing DPs will be 'saved' plans and the detail of the individual policy replacement programme.

- 2.1 The newly adopted Borough Plan *Brent Unitary Development Plan 2004* will be saved for three years from the commencement date of the Act; 28<sup>th</sup> September 2004. These policies will be relied upon until the majority are replaced by the new DPDs proposed during September 2007. It is anticipated however, that the chapters covering Wembley and Park Royal and their associated inset plans will be saved beyond this period and replaced by two Area Action Plans in due course outside of the initial three year programme. This will be considered and timescales reviewed following the first Annual Monitoring Report (AMR) to be produced in April 2006. Any changes deemed necessary as a result of the AMR, or other assessment before that time, will be reflected in a revised LDS.

Document Title	Status	Role and Content	Geographical Coverage	Chain of Conformity	Date for Consultation on Issues and Alternative Options	Date for Public Participation on Preferred Options	Date for Submission to SofS	Proposed Date for Adoption
Statement of Community Involvement	N/A	Document setting out standards and approach to involving stakeholders and the community in the production of the LDF.	Whole authority area	Consistent with National and Council Policy.	Pre-production consultation November – December 2004	Draft Consultation January – March 2005	May 2005	February 2005
Core Strategy	DPD	Sets out the vision, objectives and strategy for the spatial development of the area, and will provide the framework for area planning (development management).	Whole authority area	Consistent with National Policy contained within PPSs and with Council Policy.  General Conformity with The London Plan and RPG9.	May – July 2005	February – March 2006	August – September 2006	September 2007
Proposals Map	DPD	An OS based representation of the Core Strategy and other DPDs.	Whole authority area	To conform to Core Strategy.	May – July 2005	February – March 2006	August – September 2006	September 2007
Site Specific Allocations	DPD	An OS based representation of the Core Strategy and other DPDs.	Whole authority area	To conform to Core Strategy and Proposals Map.	May – July 2005	February – March 2006	August – September 2006	September 2007
Suite of DM Policies	DPD	Contains detailed policies which unpack the vision, objectives and strategy set out in the Core Strategy to aid implementation and provide clarity and certainty.	Whole authority area	To conform to Core Strategy and Proposals Map.	May – July 2005	February – March 2006	August – September 2006	September 2007
Raft of SPDs	SPD	Various (see schedule in Section 5.5)	Mixed – some whole authority area others site specific yet to be clearly defined	To conform to Core Strategy, Proposals Map and Suite of DM Policies.	Pre-production consultation October 2006 – March 2007	Draft Consultation June – July 2005	N/A	September 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.

The intention is to review the Brent community strategy *A Plan for Brent 2003 –2008* concurrently with the production of DPDs; sharing consultation arrangements wherever possible and utilising shared reporting arrangements. Due to the fact that the community strategy is owned by the LSP and not the Council this cannot be guaranteed however, it is the agreed intention at this point. In particular, the front loading of the process will result in the sharing of values to form a vision for the LDF and the community strategy in common.

ID	Task Name	2005				2006				2007			
		Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2
1	<b>SCI</b>	[Summary bar for SCI]											
2	Preparation of SCI (Incl evidence gathering)	[Task bar]											
3	Pre consultation (Reg 25)	[Task bar]											
4	SCI draft consultation	[Task bar]											
5	Consider reps & production of submission SCI	[Task bar]											
6	Submit SCI to SofS / For consultation	[Task bar]											
7	PEM	[Task bar]											
8	SCI Examination	[Task bar]											
9	SCI binding report received	[Task bar]											
10	Adoption of SCI (Full Council)	[Task bar]											
11	<b>DPDs (Core Strategy, Suite of DM Policies, Site Allocations &amp; Proposals Map)</b>	[Summary bar for DPDs]											
12	Preparation of DPD (Incl evidence gathering & SA prep)	[Task bar]											
13	DPD I & O drafted	[Task bar]											
14	SA - Carry our appraisal of strategic issues and options	[Task bar]											
15	DPD I & O informal ongoing consultation period & Initial SA consultation	[Task bar]											
16	Consider Reprs & Produce DPD Preferred Options	[Task bar]											
17	DPD Pref Ops drafted & SA conducted	[Task bar]											
18	DPD Consultation on Preferred Options & final SA report	[Task bar]											
19	DPD Produce final version	[Task bar]											
20	DPD & SA Submission to SofS & Mayor / For consultation	[Task bar]											
21	PEM	[Task bar]											
22	DPD Examination	[Task bar]											
23	DPD binding report received	[Task bar]											
24	DPD Adoption (Full Council)	[Task bar]											
25	<b>SPDs (First tranche)</b>	[Summary bar for SPDs]											
26	Suite of SPDs Prep (Incl baseline / evidence base, pre-consultation, define, test & consult on objectives)	[Task bar]											
27	SA of draft SPDs	[Task bar]											
28	SPDs Cons	[Task bar]											
29	Respond to Reprs & SPDs Final Prep	[Task bar]											
30	SPDs Adoption (Full Council)	[Task bar]											

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

This section 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 Allocations
- 4.5 Suite of DM Policies
- 4.6 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 Council 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 Borough boundary.</p> <p>The Statement of Community Involvement will be a LDD</p> <p>Consistent with National and Council Policy</p>
<u>Timetable</u> <ul style="list-style-type: none"> <li>• Preparation of draft statement of community involvement with consultation as required by Regulation 25;</li> <li>• Public participation on draft statement as required by Regulation 26;</li> <li>• Preparation of submission statement;</li> <li>• Submission of statement to the Secretary of State as required by Regulation 28;</li> <li>• Pre-examination consideration of representations;</li> <li>• Pre-examination meeting;</li> <li>• Examination period, including commencement of the examination;</li> <li>• Receipt of Inspector's binding report; and</li> <li>• Adoption and publication of document.</li> </ul>	<p>December 2004</p> <p>January - March 2005</p> <p>April 2005</p> <p>May 2005</p> <p>July 2005</p> <p>August 2005</p> <p>October 2005</p> <p>December 2005</p> <p>February 2006</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 SCI, 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 as appropriate</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>Continuous Community Involvement - The LSP will be represented within the steering group, Area Consultative Forums will be engaged and there will be pre-production, draft deposit, formal deposit period and examination stages allowing for general involvement.</p>
<u>Post Production</u> <ul style="list-style-type: none"> <li>• Monitoring and review mechanisms</li> </ul>	<p>Through AMR (see section 5.4 <i>Monitoring &amp; Review</i>)</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 Borough, reflecting that of the Council and 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 its boundary</p> <p>The Core Strategy will be a DPD</p> <p>The Core Strategy will be consistent with National Policy and in general conformity with The London Plan and RPG9. All other LDDs will be in conformity with the Core Strategy.</p>
<p><u>Timetable</u></p> <ul style="list-style-type: none"> <li>• Preparation of issues and alternative options and initial sustainability appraisal report, including public consultation as required by Regulation 25;</li> <li>• Public participation on preferred options document and formal sustainability appraisal report as required by Regulation 26;</li> <li>• Consideration of representations and discussions with community and stakeholders;</li> <li>• Preparation of submission development plan document and any amendments to the sustainability appraisal report;</li> <li>• Submission of development plan document to Secretary of State and sustainability appraisal report;</li> <li>• Public consultation period on submission development plan document and sustainability appraisal report as required by Regulation 29;</li> <li>• Pre-examination consideration of representations;</li> <li>• Pre-examination meeting;</li> <li>• Examination period, including commencement of the examination;</li> <li>• Receipt of Inspector's binding report; and</li> <li>• Adoption and publication of document and revised proposals map.</li> </ul>	<p>September 2004 - July 2005 (Ongoing Consultation Period April 2005 -July 2005)</p> <p>February – March 2006</p> <p>Ongoing; including key LSP meetings, series of sessions at Area Consultative Forums and ad-hoc sessions as necessary.</p> <p>May - June 2006</p> <p>August 2006</p> <p>August – September 2006</p> <p>October 2006</p> <p>December 2006</p> <p>February - May 2007</p> <p>July 2007</p> <p>September 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 Core Strategy, 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 as appropriate</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>Continuous Community Involvement - This will be outlined within the SCI which is the first LDD to be produced</p>
<p><u>Post Production</u></p> <ul style="list-style-type: none"> <li>• Monitoring and review mechanisms</li> </ul>	<p>Through AMR (see section 5.4 <i>Monitoring &amp; Review</i>)</p>



<b>4.3 Proposals Map</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 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 Borough, 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 its 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>• Preparation of issues and alternative options and initial sustainability appraisal report, including public consultation as required by Regulation 25;</li> <li>• Public participation on preferred options document and formal sustainability appraisal report as required by Regulation 26;</li> <li>• Consideration of representations and discussions with community and stakeholders;</li> <li>• Preparation of submission development plan document and any amendments to the sustainability appraisal report;</li> <li>• Submission of development plan document to Secretary of State and sustainability appraisal report;</li> <li>• Public consultation period on submission development plan document and sustainability appraisal report as required by Regulation 29;</li> <li>• Pre-examination consideration of representations;</li> <li>• Pre-examination meeting;</li> <li>• Examination period, including commencement of the examination;</li> <li>• Receipt of Inspector's binding report; and</li> <li>• Adoption and publication of document and revised proposals map.</li> </ul>	<p>September 2004 - July 2005 (Ongoing Consultation Period April 2005 -July 2005)</p> <p>February – March 2006</p> <p>Ongoing; including key LSP meetings, series of sessions at Area Consultative Forums and ad-hoc sessions as necessary.</p> <p>May - June 2006</p> <p>August 2006</p> <p>August – September 2006</p> <p>October 2006</p> <p>December 2006</p> <p>February - May 2007</p> <p>July 2007</p> <p>September 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 Proposals Map, 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 as appropriate</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>Continuous Community Involvement - This will be outlined within the SCI which is the first LDD to be produced</p>
<p><u>Post Production</u></p> <ul style="list-style-type: none"> <li>• Monitoring and review mechanisms</li> </ul>	<p>Through AMR (see section 5.4 <i>Monitoring &amp; Review</i>)</p>

<b>4.4 Site Specific Allocations</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 Allocations will identify sites which are proposed for development to meet the Council's and the Community's vision and the 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 Allocations will cover relevant parts of the Borough will not extend beyond its boundary.</p> <p>The Site Specific Allocations will be a DPD.</p> <p>The Site Specific Allocations 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>• Preparation of issues and alternative options and initial sustainability appraisal report, including public consultation as required by Regulation 25;</li> <li>• Public participation on preferred options document and formal sustainability appraisal report as required by Regulation 26;</li> <li>• Consideration of representations and discussions with community and stakeholders;</li> <li>• Preparation of submission development plan document and any amendments to the sustainability appraisal report;</li> <li>• Submission of development plan document to Secretary of State and sustainability appraisal report;</li> <li>• Public consultation period on submission development plan document and sustainability appraisal report as required by Regulation 29;</li> <li>• Pre-examination consideration of representations;</li> <li>• Pre-examination meeting;</li> <li>• Examination period, including commencement of the examination;</li> <li>• Receipt of Inspector's binding report; and</li> <li>• Adoption and publication of document and revised proposals map.</li> </ul>	<p>September 2004 - July 2005 (Ongoing Consultation Period April 2005 -July 2005)</p> <p>February – March 2006</p> <p>Ongoing; including key LSP meetings, series of sessions at Area Consultative Forums and ad-hoc sessions as necessary.</p> <p>May - June 2006</p> <p>August 2006</p> <p>August – September 2006</p> <p>October 2006</p> <p>December 2006</p> <p>February - May 2007</p> <p>July 2007</p> <p>September 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 Site Specific Allocations, 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 as appropriate</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>Continuous Community Involvement - This will be outlined within the SCI which is the first LDD to be produced</p>
<p><u>Post Production</u></p> <ul style="list-style-type: none"> <li>• Monitoring and review mechanisms</li> </ul>	<p>Through AMR (see section 5.4 <i>Monitoring &amp; Review</i>)</p>

<b>4.5 Suite of DM 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 DM Policies will ensure that all development in the area meets certain criteria and contributes to meeting the Council's and the community's vision and the Core Strategy.</p> <p>The Suite of DM Policies will cover the whole of the Borough and will not extend beyond its boundary.</p> <p>The Suite of DM Policies will be a DPD.</p> <p>The Suite of DM 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>• Preparation of issues and alternative options and initial sustainability appraisal report, including public consultation as required by Regulation 25;</li> <li>• Public participation on preferred options document and formal sustainability appraisal report as required by Regulation 26;</li> <li>• Consideration of representations and discussions with community and stakeholders;</li> <li>• Preparation of submission development plan document and any amendments to the sustainability appraisal report;</li> <li>• Submission of development plan document to Secretary of State and sustainability appraisal report;</li> <li>• Public consultation period on submission development plan document and sustainability appraisal report as required by Regulation 29;</li> <li>• Pre-examination consideration of representations;</li> <li>• Pre-examination meeting;</li> <li>• Examination period, including commencement of the examination;</li> <li>• Receipt of Inspector's binding report; and</li> <li>• Adoption and publication of document and revised proposals map.</li> </ul>	<p>September 2004 - July 2005 (Ongoing Consultation Period April 2005 -July 2005)</p> <p>February – March 2006</p> <p>Ongoing; including key LSP meetings, series of sessions at Area Consultative Forums and ad-hoc sessions as necessary.</p> <p>May - June 2006</p> <p>August 2006</p> <p>August – September 2006</p> <p>October 2006</p> <p>December 2006</p> <p>February - May 2007</p> <p>July 2007</p> <p>September 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 Suite of DM Policies, 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 as appropriate</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>Continuous Community Involvement - This will be outlined within the SCI which is the first LDD to be produced</p>
<p><u>Post Production</u></p> <ul style="list-style-type: none"> <li>• Monitoring and review mechanisms</li> </ul>	<p>Through AMR (see section 5.4 <i>Monitoring &amp; Review</i>)</p>

<b>4.6 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 of the 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>• Preparation of draft supplementary planning document and sustainability appraisal report;</li> <li>• Draft supplementary planning document and sustainability appraisal report issued for public participation as required by Regulation 17;</li> <li>• Authority consideration of consultation representations; and</li> <li>• Adoption and publication of document.</li> </ul>	<p>October - March 2006</p> <p>June - July 2007</p> <p>July – August 2007</p> <p>September 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 Raft of SPDs, 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 as appropriate</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>Continuous Community Involvement - This will be outlined within the SCI which is the first LDD to be produced</p>
<u>Post Production</u> <ul style="list-style-type: none"> <li>• Monitoring and review mechanisms</li> </ul>	<p>Through AMR (see section 5.4 <i>Monitoring &amp; Review</i>)</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, the evidence base required, monitoring and review arrangements and work beyond September 2007 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 etc) but will also contain LSP representatives.

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 be represented in the Council's Corporate Management Team.

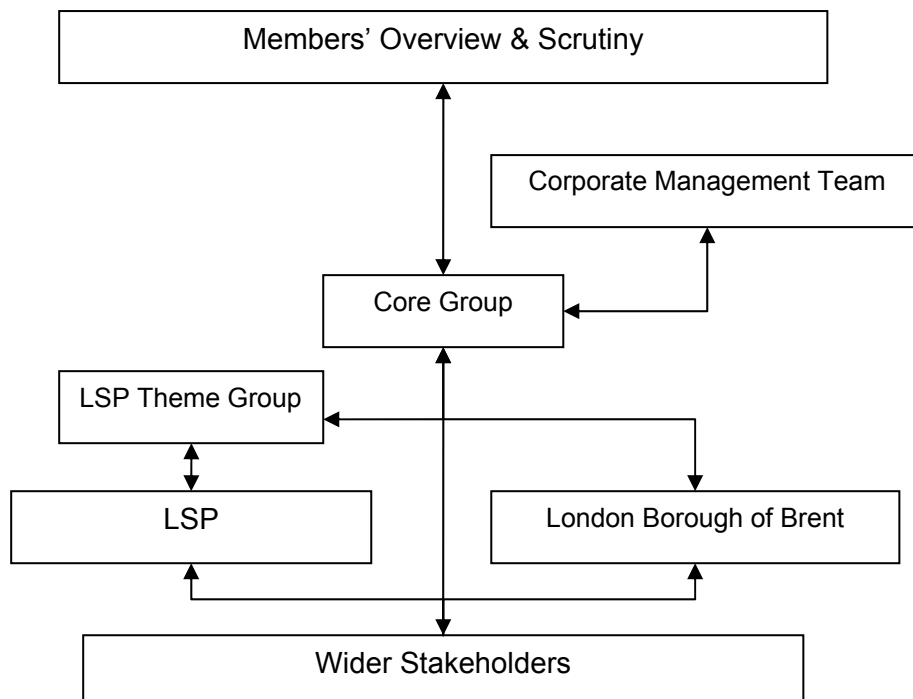
5.1.5 The political overarching structure will be provided by the Council's existing Overview & Scrutiny membership and function as well as through Planning Committee.

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 Area Consultative Forums; 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

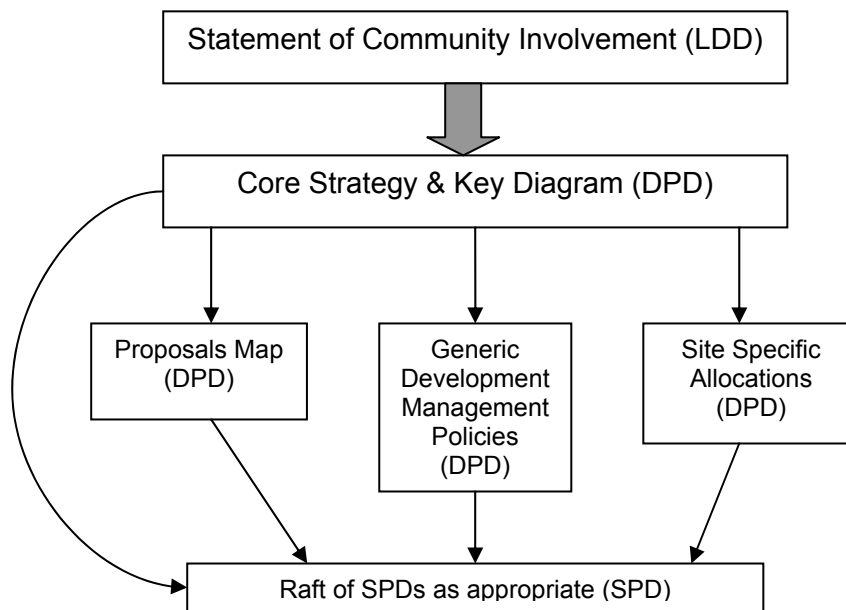


## 5.2 LDF structure - LDDs inter-relationships and geographical coverage

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

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 diagram below outlines their inter-relationships. It is important to note that a hierarchy of regional and national guidance and policy, in the form of The London Plan and PPS for example, hang above and feed into the local level tiers identified below.

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 production 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 base 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 parts 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 (yet to be identified).
  
- 5.2.8 Suite of DM Policies** – The Suite of DM 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 wherever relevant across the Borough.
  
- 5.2.9 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 (yet to be identified).



### **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 production of LDDs with clear and distinctive spatial visions, objectives and strategies which directly address difficult issues and are deliverable; and will 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 LDS and subsequently the LDF itself. A further important role which the evidence base performs is that of establishing a baseline to enable the effective and efficient appraisal of the Plan through a Sustainability Appraisal process incorporating the requirement for a Strategic Environmental Assessment.

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 The London Plan;
  - Relationship with local strategies and initiatives (as identified at paragraph 1.1.5);
  - 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 (Park Royal Partnership, 2002 onwards)
- 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
- SA (incorporating SEA requirements) 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 resultant annual review of the LDS; the resources (in broad terms) to be allocated to producing the LDF; arrangements and responsibilities for programme management and a risk assessment including 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. Regulation 48 requires LPAs to provide information on dwelling completions;
- Policies, targets and milestones being sufficiently clear and focused so as to be capable of quantitative assessment through indicators;
- Informing development management 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**

The Council is 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 Council has met the LDD targets and milestones, is on target to meet them, is falling behind schedule or will not meet them;
- If the Council 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, the Council 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 will be undertaken in the context of wider community and local initiatives (as identified at paragraph 1.1.5), particularly the Community Strategy. As the LDF is the key spatial delivery mechanism for the Community Strategy, 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 will be made clear. The LDS will therefore be continuously updated.

- 5.4.9 The SA (incorporating SEA requirements) has specific monitoring requirements. As this appraisal will identify and assess the impacts of LDDs from social, environmental and economic perspectives, it can assist in formulating targets and indicators consistent with sustainable development objectives. The SA (incorporating SEA) may be particularly useful in developing AMR contextual indicators and will take the form of an iterative process throughout both the production and review of the LDF.

#### 5.4.10 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.

#### 5.4.11 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.

#### 5.4.12 Risk Assessment

In preparing the local development scheme, it was found that the main areas of risk relate to:

**Staffing levels** In the event that the current vacancy is not filled or another member of staff leaves, consideration will be given to the temporary employment of contract staff.

**Other priorities** The Planning Policy Team have a lot of competing pressures for other area of work. With the limited staff resources there is little scope to take on any additional work if the timetable in the LDS is to be achieved.

**The capacity of the Planning Inspectorate (PINS) and other external agencies** to cope with the nation-wide demand. This is outside of the Council's control but we have given early warning of our programme to them.

**The "soundness" of DPDs** This risk will be minimised by working closely with Government Office and PINS at all milestone stages and in the run up to submission of DPDs.

**Legal challenge** This will be minimised by ensuring that DPDs are "sound" and founded on a robust evidence base and well-audited stakeholder & community engagement systems.

**Programme slippage** This will be minimised with some contingency time built into the later part of the programme.

#### 5.4.13 Rolling Programme

As previously identified it is intended that the chapters of the UDP covering Wembley and Park Royal and their associated inset plans be saved beyond the initial three year period (i.e. beyond September 2007) and replaced by two Area Action Plans in due course outside of the initial three year programme. The AMR or other more informal review mechanism will be used to identify exactly when resources and the need for new policy direction will drive the commencement of this work.

All other documents will be replaced / updated as necessary as identified by the AMR or more informal review mechanism if appropriate before that time. Any changes deemed necessary as a result of the AMR, or other assessment, will be reflected in the production and submission of a revised LDS.

5.5 **SPG replacement / SPD production programme**

This section sets out which SPGs will be replaced by SPDs (and DPD's), and identifies the programme for ensuring that the remaining SPGs are 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 the end of the programme all relevant existing SPG / SPD will be updated and any 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)	Work completed	Mid-term work (i.e. SPD to UDP)	Work completed	Long-term work (i.e. SPD to DPD)	Work commencing	Final Status	Responsibility
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	Policy & Research
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	Policy & Research
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	Policy & Research
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)	Policy & Research
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	Design & Regeneration
06	Satellite Dishes	Existing SPG (now defunct)	Discard (covered by existing National guidance)	Summer 2004	N/A	N/A	N/A	N/A	Dropped (covered by existing National guidance)	Policy & Research
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	Policy & Research
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	Policy & Research
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	Policy & Research
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	Policy & Research
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	Policy & Research
12	Access for disabled people: designing for accessibility	Existing SPG (now defunct)	Update policy content	Summer 2004	To be revised with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	Policy & Research

SPG No	SPG Name	Current Status	Short-term work (i.e. SPG to UDP)	Work completed	Mid-term work (i.e. SPD to UDP)	Work completed	Long-term work (i.e. SPD to DPD)	Work commencing	Final Status	Responsibility
13	Layout standards for access roads	Existing SPG (now defunct)	Update policy content	Summer 2004	N/A	N/A	Incorporate into SPG / SPD 3 revision	Autumn 2006	Incorporated elsewhere	Policy & Research
14	Childcare facilities	Existing SPG (now defunct)	Update policy content	Summer 2004	N/A	N/A	Revise as necessary	Autumn 2006	SPD to DPD	Policy & Research
15	Medical Practice Accommodation	Existing SPG (now defunct)	Discard (deemed not necessary)	Summer 2004	N/A	N/A	N/A	N/A	Dropped	Policy & Research
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	Policy & Research
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	Design & Regeneration
18	Employment Development	Existing SPG (now defunct)	Update policy content	Summer 2004	None	N/A	Incorporate into SPD on Employment uses / Mixed Use	Autumn 2006	Incorporated elsewhere	Policy & Research
19	Sustainable Design, Construction & Pollution Control	Existing SPG to UDP	None	N/A	None	N/A	Revise as necessary	Autumn 2006	SPD to DPD	Policy & Research
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	Design & Regeneration
N/A	Window Replacement Design Guide	Existing Guide	None	N/A	None	N/A	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Harlesden Shopfront Design Guide	Existing Guide	None	N/A	None	N/A	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Queen's Park CA Design Guide	Existing Guide	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration
New 4	Design Statements	Existing SPG to UDP	None	N/A	None	N/A	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Neasden Lane / Birse Crescent	Existing SPG	None	N/A	None	N/A	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Queen's Park Station Area	Existing SPG	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	North Kilburn	Existing SPG	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration

SPG No	SPG Name	Current Status	Short-term work (i.e. SPG to UDP)	Work completed	Mid-term work (i.e. SPD to UDP)	Work completed	Long-term work (i.e. SPD to DPD)	Work commencing	Final Status	Responsibility
N/A	Sudbury Court	Existing SPG	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Barn Hill	Existing SPG	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Roe Green	Existing SPG	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Mapesbury	Existing SPG	None	N/A	None	N/A	Full review	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Wembley Development Framework	Existing SPG to UDP	None	N/A	None	N/A	Incorporate into Wembley AAP	As per AAP programme	Incorporated into DPD	Design & Regeneration
N/A	Wembley Masterplan	Existing SPG to UDP	None	N/A	None	N/A	Incorporate into Wembley AAP	As per AAP programme	Incorporated into DPD	Design & Regeneration
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	Design & Regeneration
21	Affordable Housing	Under Construction	None	N/A	To be produced with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	Policy & Research
N/A	South Kilburn	Under Construction	None	N/A	To be produced with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Wembley Town Centre Masterplan	Under Construction	None	N/A	To be produced with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Kilburn Square Planning Brief	Under Construction	None	N/A	To be produced with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Landscape Design	Proposed	None	N/A	To be produced with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	Landscape Design
N/A	Guinness Brewery Site Planning Brief	Proposed	None	N/A	To be produced with appropriate policy pegs	Spring 2005	Revise as necessary	Autumn 2006	SPD to DPD	West Area



SPG No	SPG Name	Current Status	Short-term work (i.e. SPG to UDP)	Work completed	Mid-term work (i.e. SPD to UDP)	Work completed	Long-term work (i.e. SPD to DPD)	Work commencing	Final Status	Responsibility
N/A	Church End Sites	Proposed	None	N/A	To be produced with appropriate policy pegs	Summer 2005	Revise as necessary	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Kilburn Town Centre	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	South Area
N/A	A3 Uses	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Policy & Research
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	Policy & Research
N/A	Air Quality	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Policy & Research
N/A	S106 / Tariffs	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Sudbury Cottages	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Northwick Circle	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Mount Stewart	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Buck Lane	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide St Andrews	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Kensal Green	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Kilburn	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration

<b>SPG No</b>	<b>SPG Name</b>	<b>Current Status</b>	<b>Short-term work (i.e. SPG to UDP)</b>	<b>Work completed</b>	<b>Mid-term work (i.e. SPD to UDP)</b>	<b>Work completed</b>	<b>Long-term work (i.e. SPD to DPD)</b>	<b>Work commencing</b>	<b>Final Status</b>	<b>Responsibility</b>
N/A	Conservation Area Design Guide South Kilburn	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Harlesden	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Willesden	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Brondesbury	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Neasden Village	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Wembley High Street	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Lawns Court	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Homestead Park	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration
N/A	Conservation Area Design Guide Paddington Cemetery	Proposed	None	N/A	None	N/A	To be produced with appropriate policy pegs	Autumn 2006	SPD to DPD	Design & Regeneration