

**STRATEGIC PLANNING ADVISORY PANEL
(SPECIAL)****1 MARCH 2005**

Chair: * Councillor Burchell

Councillors: * Marilyn Ashton * Mrs Kinnear
* Mrs Bath * N Shah
* Idaikkadar * Anne WhiteheadNon-voting * Councillor Branch
Co-opted Member:

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Local Development Scheme**

The Panel received a report of the Director of Strategy (Urban Living), which included a revised draft of the Local Development Scheme (LDS). Officers explained that, following the Panel's consideration of an earlier draft of the LDS at its last meeting, consultation had taken place whereby groups and individuals had been invited to comment on the document. Copies of the draft LDS had also been forwarded to a range of statutory bodies and adjoining local authorities for comment. The Greater London Authority had been consulted but had not responded. Officers had amended and improved the LDS in light of the responses received, and these changes were highlighted in the latest version of the LDS, for consideration by the Panel.

Officers explained that, following attendance by officers at meetings with the Government Office for London (GOL), and receipt of further comments from GOL, it was likely that further amendments addressing matters raised by GOL would be incorporated into the LDS before it was submitted to Cabinet. Subject to any further changes and updating agreed by the Panel and Cabinet, the LDS would be submitted to GOL before the end of March 2005.

Resolved to RECOMMEND: (to Cabinet)

That the Local Development Scheme be approved.

[REASON: Approval of the Local Development Scheme was required in order to meet the timetable for submission to the Government Office for London].

(See also Minute 22).

PART II - MINUTES**15. Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.**16. Declarations of Interest:****RESOLVED:** To note that there were no declarations of interests made by Members in relation to business transacted at this meeting.**17. Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.**18. Minutes:****RESOLVED:** That the minutes of the meeting held on 2 December 2004, having been circulated, be taken as read and signed as a correct record.**19. Public Questions:****RESOLVED:** To note that there were no public questions to be received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

20. **Petitions:**

RESOLVED: To note that there were no petitions to be received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

21. **Deputations:**

RESOLVED: To note that there were no deputations to be received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

22. **Local Development Scheme:**

Further to Recommendation 1 above, officers explained that the development of the Local Development Framework (LDF) involved greater public involvement, and in this respect differed from the consultation process for the Unitary Development Plan. Of 760 consultation letters sent, only 13 responses had been received. Members expressed concern at the very low response rate and requested that steps be taken to check that the Council's contact information was up to date. Officers reported that no letters had been returned as undeliverable, which indicated that incorrect contact details were not the primary reason for the low response rate. In developing the Statement of Community Involvement, and in order to improve the quantity of feedback received from the public, it would be helpful to identify which method residents preferred to use to express their views, as the traditional policy of sending letters had not, on this occasion, attracted high response levels.

The Panel discussed the revised content of the Local Development Scheme (LDS). Members made detailed comments on specific items and their requests for changes were recorded by officers. The following general issues were noted:

- Appropriate consultation would be taking place with neighbouring boroughs such as Barnet.
- The Panel asked to be sent copies of the consultation responses received.
- A Member expressed concern at the cost of producing the LDS. Officers explained that the resources previously allocated to producing the UDP would be employed on the development of the LDF. Officers confirmed that the process of developing and revising the LDS would be ongoing.
- In response to a question from a Member regarding Risk Assessment, officers confirmed that the Council would be keeping abreast of developing case law and monitoring activity in other boroughs.
- The Panel agreed that it would be helpful if a resource library were available so that documents referenced in the LDS could be consulted. In particular, the Panel requested to be given copies of PPGs, PPSs, and any consultation documents on these.
- With reference to Conservation Areas which had been subject to public consultations, officers confirmed that they would check whether any of the four Conservation Area Policy Statements indicated on page 9 of the draft LDS as having been out to public consultation, had in practice been adopted by the Council.

The Panel, having made a recommendation to Cabinet to approve the final version of the LDS, which would incorporate comments made by Members, improvements emanating from public consultation, and any additional changes considered necessary such as revisions arising from meetings with, and further comments received from, GOL,

RESOLVED: (1) To note the comments received following public consultation on the draft LDS;

(2) that a copy of the final version of the LDS submitted to Cabinet be circulated to Members of the Panel for information;

(3) that the Director of Strategy (Urban Living) be requested to write to all Members of Council explaining how the Council's database of contact information was kept up to date;

(4) that the Director of Strategy (Urban Living) be requested to provide Group Offices with a copy of the database so that Members can assist in advising when information requires updating;

(5) that copies of consultation responses received be sent to Members of the Panel; and

(6) that the Director of Strategy (Urban Living), the Director of Strategic Planning and the Chair of the Panel discuss how best to set up a resource library for Members.

(Note: The meeting having commenced at 7.30 pm, closed at 8.50 pm)

(Signed) COUNCILLOR KEITH BURCHELL
Chair