

LONDON BOROUGH OF HARROW

LOCAL DEVELOPMENT SCHEME



**3rd Revision
September 2007**

Important Note

This document replaces the Local Development Scheme and subsequent amendments which were brought into effect in June 2005 and November 2006.

Document Control

LDS VERSION	DATE BROUGHT INTO EFFECT	DATE CANCELLED / SUPERCEDED
1	June 2005	November 2006
2	November 2006	[TO BE INSERTED]
3	[TO BE INSERTED]	

PREFACE

This version of the Local Development Scheme (Version 3) replaces those versions of the Local Development Scheme which were brought into effect in June 2005 and November 2006. The Council has revised the Local Development Scheme (LDS) to better take into account the changing circumstances of national policy and the Councils re-organisation.¹

This latest version of the LDS updates the project plan to ensure it is accurate. The majority of the text remains unchanged. The following summaries the main amendments:

- Changes to all timeframes and key milestones for preparing the Harrow Core Strategy, Site Specific Proposals Document, Generic Development Control Policies Document and the proposals map.
- Introduction of proposed supplementary planning guidance on section 106 / planning obligations, sustainability checklist.
- Text amendments to reflect the recently adopted Harrow Statement of Community Involvement, the Accessible Homes and Access for All sustainable development plans (SPDs).
- The opportunity has also been taken to ensure future Local Development Framework documents will be reviewed for quality assurance and soundness with national guidance.

The Council's Cabinet, at its meeting on {INSERT day/month/2007}, agreed these changes to be brought into effect and this document replace all earlier versions of the Local Development Scheme.

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1 INTRODUCTION

1.1 Background

Under the Planning and Compulsory Purchase Act (28 September 2004), the Government reaffirmed its commitment to the established principle of a plan-led system. Greater emphasis on planning flexibility and community involvement has resulted in a major shift in the mechanisms for the preparation and implementation of development plans. However, until the necessary Local Development Framework (LDF) documents have been adopted under the 'new' planning system, all planning decisions on proposals for development or change of use will continue to be considered against the existing the Harrow Unitary Development Plan July 2004 (HUDP). The HUDP will remain the statutory development plan until it is replaced with the LDF as proposed in the following document.

Harrow Council is working towards replacing the Unitary Development Plans (UDP), Structure and Local Plans with the new Local Development Framework (LDF) system. All the planning documents in the LDF are called Local Development Documents (LDDs). The LDF will comprise:

- (1) Statement of Community Involvement;
- (2) Development Plan Documents (DPDs);
- (3) Supplementary Planning Documents (SPDs);
- (4) Annual Monitoring Report; and
- (5) the Local Development Scheme.

A brief explanation of all important terms is included in **Appendix 3 - Glossary of Terms**.

1.2 Aims of Central Government

The new planning system should enable early and speedy plan preparation that ensures that the Local Development Framework (LDF) reflects the up-to-date national, regional, London-wide and local context. Of particular importance will be the need to realise the development potential of the Borough in a sustainable manner whilst also addressing the needs of an expanding population. The LDF is required to deliver the local community's aspirations for the Borough, reflecting the spatial dimensions of the Community Strategy (Harrow's Sustainable Community Plan), and other Council strategies.

1.3 Objectives of the Local Development Scheme

The Local Development Scheme for Harrow sets out the development plan (HUDP and Proposed DPDs) and other planning guidance that the Council will produce as part of the new LDF.

The LDS has two key objectives:

- (1) It provides the starting point for the local community and stakeholders to find out about the Council's planning policies for the area and sets out the current documents which will form the development plan for the spatial plan of the area; and
- (2) It sets out the details and timetable for producing the Local Development Documents over a 3-year period, which will tell

people when the various stages in the preparation of each LDD will be carried out.

1.4 From Land Use Planning to Spatial Planning

Having adopted the HUDP under the previous planning system, the Council is currently preparing to replace this with an LDF. In contrast to the UDP, the LDF will comprise a portfolio of Local Development Documents (LDDs), which will provide the framework for delivering the spatial planning strategy for the area. Its policies and programmes will extend beyond the traditional physical land use remit of UDPs, and encompass economic, social and environmental issues.

For Harrow, the overall aims of spatial planning will include the development of a spatial urban design vision for Harrow, involving the creation of a sense of place and securing improvements to the quality of the built environment. The plans and programmes that will link into the LDF should include a reference to 'Spatial and Urban Design Strategy'.

The preparation of all LDDs will be participatory through continuous community engagement. The first major exercise to be undertaken by the Council was to produce the adopted Harrow Local Development Scheme (LDS) June 2005. The LDS is the 3-year planning project management plan, which sets out the programme for the preparation of the LDDs. This current document revises the existing adopted LDS and updates the timetable for the adoption of the core strategy, site specific allocations and generic development control policy documents.

1.5 Local Development Scheme Publicity

The updated LDS will be available on the Council web site, and copies will be available at public reception area on the second Floor in the Civic building.

1.6 Improving Quality

Harrow Council will continue to use the 'Harrow Statement of Community Involvement (SCI)' (see 2.2 below). The SCI details how and when the Council will involve the community and stakeholders in the preparation, alteration and review of all Local Development Documents and the processing of all planning and related applications.

In addition to the SCI, Harrow Council will also engage and consult the community by:

- Establishing an LDF Project Board, made up of key officers from varying departments within Council and selected external organisations;
- Publications, updating and informing the public of the process, progress and when they can be involved through the Harrow Council publication 'Harrow People';
- Producing an LDF newsletter, a dedicated newsletter informing the public on the LDF documents, major proposals and any relevant planning information. This will be available on the councils website, at all council offices and libraries, and sent directly to stakeholders.

1.7 Current Development Plans for Harrow

Planning applications for development in Harrow are considered against the development plan policies contained in the Council’s HUDP (July 2004) and the Mayor of London’s London Plan (the Regional Spatial Strategy for London) (February 2004) and other National Guidance. This LDS sets out the revised programme for replacing the policies in the HUDP and the production of other supplementary planning documents, which will also be used, when adopted, in determining applications.

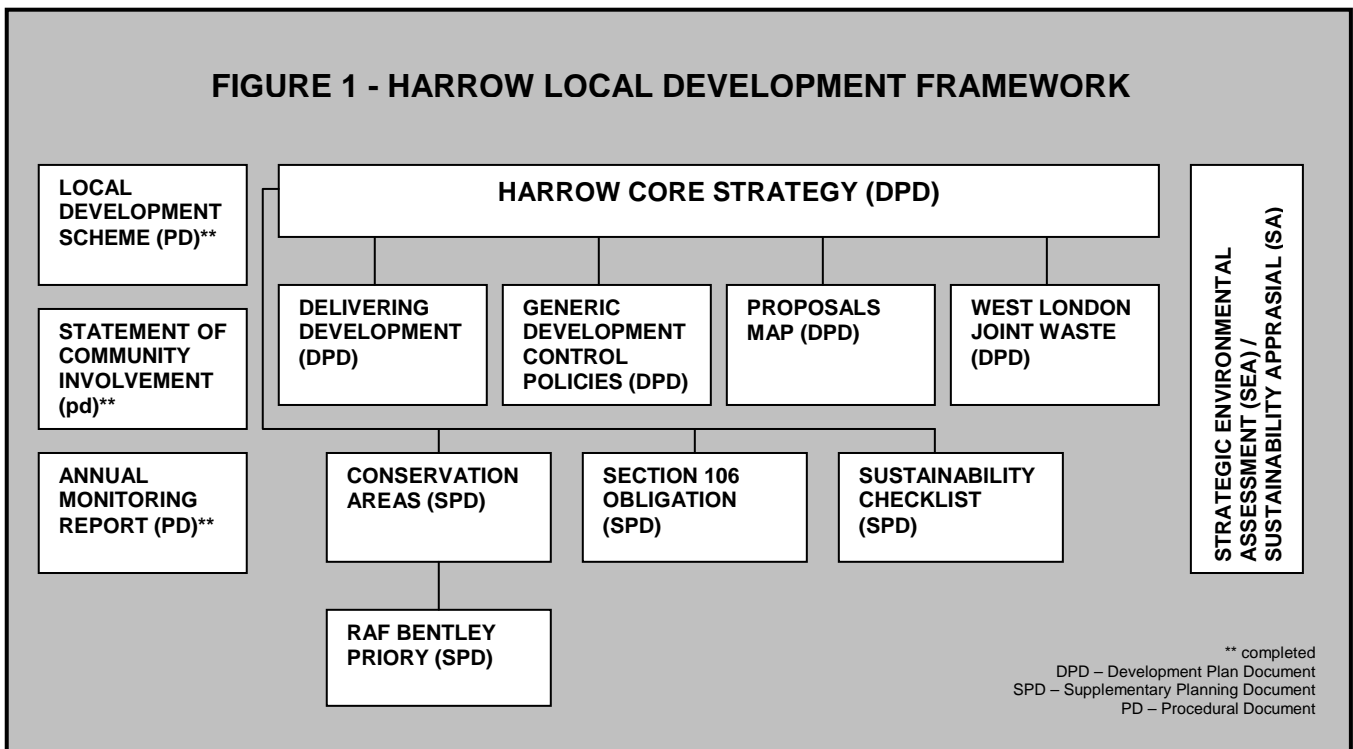
1.8 Maintaining continuity in the new system

Developing policy guidance set down in the HUDP. The Council has already adopted Supplementary Planning Documents relating to Access for All and Accessible Homes (April 2006). In order to effectively move from the HUDP to the LDF and secure successful delivery of the LDF to a high standard, the Council will continue to work closely with the Government Office for London and the Planning Inspectorate.

2 HARROW LOCAL DEVELOPMENT FRAMEWORK

2.1 Harrow Local Development Documents

These collectively will deliver the spatial planning strategy for Harrow. The detailed profile of all LDDs is set out in Appendix 2. The following sections set out the reasoning behind the identification of priorities in the LDS timetable. The following diagram (**Figure 1**) illustrates LDF process within Harrow.



2.2 General Conformity considerations

All of the LDDs which the Council intends to produce must be:-

- (a) Consistent with national planning policies (unless there is a robust local justification for departure from those policies); and
- (b) In general conformity with the Mayor's London Plan.
- (c) All of the DPDs and subsequent SPDs must conform with the Core Strategy DPD.

The Council is required to identify a clear chain of conformity between documents, and this is included in the profile of individual LDDs set out in **Appendix 2**. The Mayor will provide an opinion on the general conformity of all Development Plan Documents with the London Plan. If his opinion is that the document is not in general conformity with the London Plan, the Mayor will make representations which will be considered at the Examination in Public.

2.3 Statement of Community Involvement (SCI)

The Harrow Statement of Community Involvement (SCI) was developed by the Council and in consultation with the wider community and statutory bodies, Government Office for London (GOL), GLA, neighbouring local planning authorities and strategic partners. The SCI details how the community and stakeholders will be involved in the preparation, alteration and review of all LDDs. As well as the processing of all planning and related land use applications. The SCI is not a Development Plan Document, but was subject to public examination.

The Harrow SCI (adopted August 2006) is available on the Council website.

2.4 Development Plan Documents (DPDs)

As the HUDP was only adopted in July 2004, the Council considered that adoption of supplementary planning documents relating to that were the immediate priority in the first LDS. The preparation of the Core Strategy and other DPDs that will replace the policies in the HUDP is now the highest priority. The key issues to be addressed by the LDF and its accompanying sustainability appraisal, including the underlying aim to promote and deliver sustainable development.

The Council intends that the following DPDs when adopted will form part of the statutory development plan, and together with the London Plan will be used in the determination of planning applications:-

- (1) Core Strategy (refer to **Appendix 2**, LDD1 Page 24)
- (2) Delivering Development (refer to **Appendix 2**, LDD2 Page 26)
- (3) Generic Development Control Policies (refer to **Appendix 2**, LDD3 Page 27)
- (4) Proposals Map (refer to **Appendix 2**, LDD4 Page 28)

These will be subject to public scrutiny by an independent examiner. The report of the independent examination is binding.

2.5 Area Action Plans (AAPs)

The Council does not propose to develop any Area Action Plans at the present time.

2.6 Supplementary Planning Guidance (SPG) and Supplementary Planning

Documents (SPDs)

Any supplementary planning documents (SPDs) produced will be approved by the Council following public consultation, but will not be subject to independent examination. The Council has identified the following SPD priorities:

- conservation areas – Harrow on the Hill (LDD8), Pinner (LDD97), Stanmore/Edgware (LDD10) and Harrow Weald (LDD11),
- sustainability checklist and
- section 106 planning obligations.

Refer to **Appendix 1** for project timeline and **Appendix 2** for document profiles.

The Council also recognises that the key emphasis in the LDF system is to effectively facilitate delivery of necessary development. To assist that process, an increased number of planning briefs may be prepared, some possibly relating to sites included in the 2004 London Housing Capacity Study, which informed work on the likely levels of future housing provision in boroughs. At this stage, however, only one specific planning brief has been identified for inclusion in the LDS, relating to the site at RAF Bentley Priory (LDD12). Accordingly, an LDD profile relating to this site has been included in **Appendix 2**.

2.7 Saved Documents

The Harrow UDP was automatically saved for a period of three years (up to 2007) from commencement in September 2004. These 'saved' policies will continue to be used in the determination of planning applications until they are replaced.

Because the DPDs replacing the HUDP will not be adopted until at least March 2010, and to avoid any gap in development plan coverage, Harrow Council has identified relevant policies to be saved beyond September 2007. These policies are currently with the Government Office for London (GOL) awaiting approval. A number of policies are to be deleted on the basis that they either reiterate, are no longer in conformity with or are superseded by existing national and regional policies. Therefore, the deleted policies are replaced with more stringent policies.

Once GOL approve the saved policies, the existing HUDP will be amended to reflect these changes, which become operative on the 28 September 2007.

2.8 Supplementary Planning Guidance (SPGs)

The following SPGs were adopted following extensive public consultation in line with the previous Government advice in PPG12 and will remain operative for at least a further 3 years;

1. Extensions: A Householder Guide (linked to saved HUDP Policy D4)
2. Designing New Development (linked to saved HUDP Policy D4)
3. Development Brief – 201-9 Northolt Road (linked to saved HUDP Proposal Site 21)
4. Development Brief – Former Government Offices, Honeypot Lane (linked to HUDP Proposal Site 27)

In addition, the following SPGs will remain operative and will be linked to the existing UDP (Policy D14):

- Little Common
- Stanmore Hill
- Harrow Park
- Harrow on the Hill Village
- Sudbury Hill
- Kerry Avenue
- Pinnerwood Park Estate
- East End Farm
- South Hill Avenue
- Mount Park Estate
- Roxborough Park and the Grove
- Pinner Hill
- West Towers
- Canons Park
- Harrow School
- Old Church Lane
- Rayners Lane
- Edgware High Street
- Eastcote Village
- Brookshill Drive & Grimsdyke Estate

Updated guidance for the following conservation areas are out for consultation:

- Roxeth Hill
- Harrow on the Hill Village
- Sudbury Hill

Updated guidance for the following reports will be out in the near future for consultation:

- Roxborough Park & The Grove
- Mount Park Estate
- South Hill Avenue

The policies in the development plans and advice in the SPGs listed above will continue to be used by the Council to determine planning applications until:

- a) they are replaced by Local Development Documents;
- b) they become redundant or withdrawn by the Council; and
- c) they are replaced by the Mayor of London (in the case of the London Plan).

Appendix 4 sets out how and when existing HUDP policies are to be replaced.

2.8 Linkages with other strategies

Government guidance on producing Community Strategies paved the way for a close integration between Community Strategies and Development Plans. The adopted HUDP took into account a wide range of Council and partners' strategies, plans and programmes. However, the preparation of the LDF will provide greater opportunities to be more up to date and integrated with wider issues such as education, social inclusion, regeneration, economic development, health, waste, biodiversity, crime prevention and environmental protection. The LDF will represent the spatial expression of the Harrow Sustainable Community Plan.

All DPD documents proposed through the LDF process require a sustainability appraisal (refer to **section 4** of this report for further details).

The LDF will be monitored annually through the Annual Monitoring Report (refer to section 6 for further details).

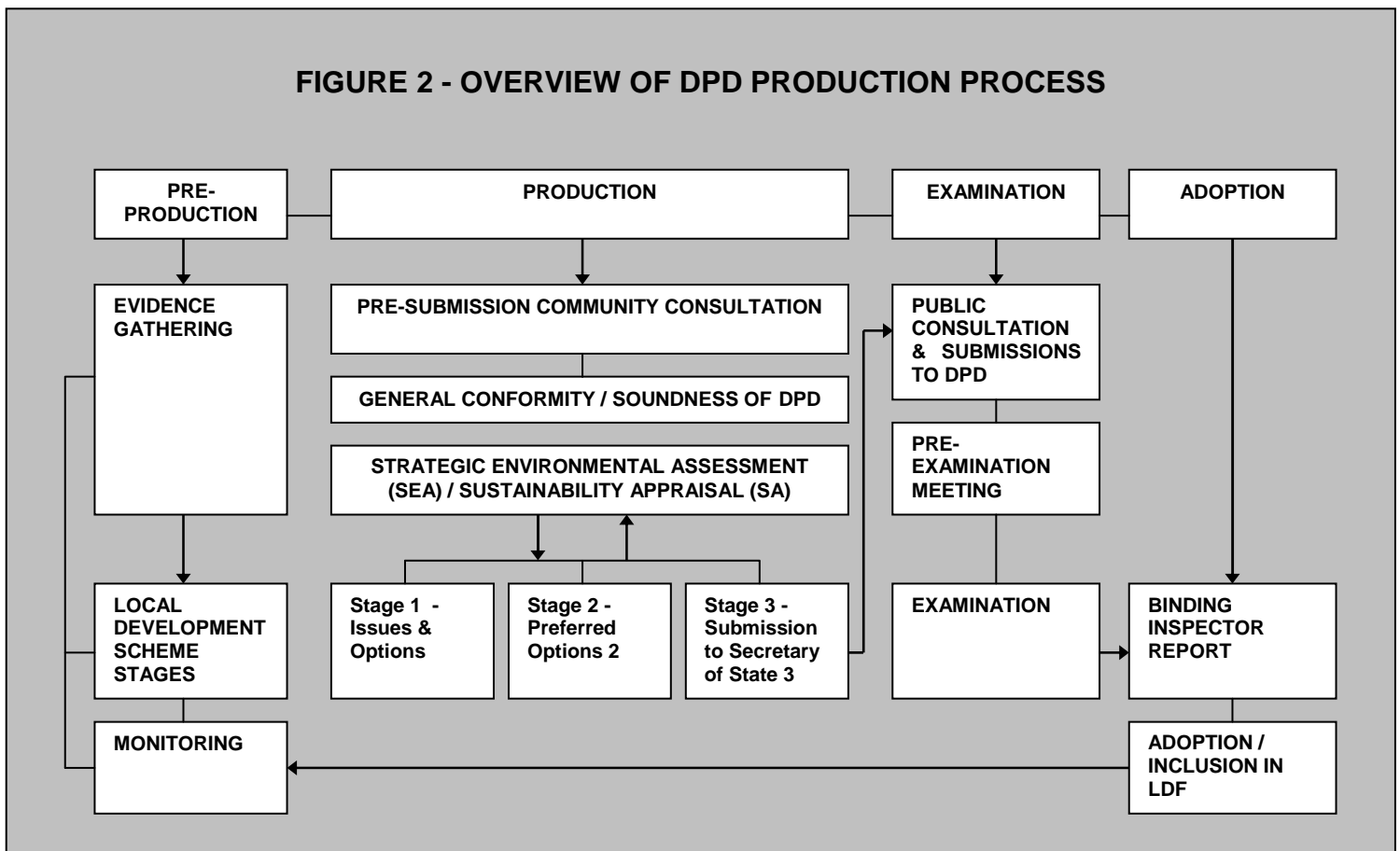
Harrow Council is committed to producing DPDs of high quality, in line with Government expectations. Scrutiny of other strategies and discussions with partners and the community will help confirm that the LDDs identified are required, as well as their priority. The key Council and partner strategies, plans and programmes which the LDF will link into include:-

- Community Strategy (Harrow Sustainable Community Plan)
- Harrow Vitality Profiles
- Corporate Plan
- Housing Strategy
- Private Sector Housing Renewal Strategy
- Waste Management Strategy & Recycling Plan
- Community Development Strategy
- Crime and Community Safety Strategy
- Local Implementation Plan (Transport)
- Economic Development Strategy
- Best Value Performance Plan
- School Organisation Plan
- 6th Form Collegiate 14- 19 Plans
- Culture Strategy

3 PROJECT MANAGEMENT, TIMETABLE AND PRIORITY RATING

3.1 Key Stages of LDF preparation (Figure 2)

Below is a schematic diagram of the key stages, from pre-production to adoption and monitoring of planning documents:



3.2 Timetable for LDD preparation

The programme for the production of the various documents comprising the LDF is shown in the Gantt Chart (**Appendix 1**). In estimating the timescales involved, due regard has been paid to events which might adversely impact on the timetable. These 'risks' are set out in detail in section 3.6. The timetables will be monitored and reviewed in order to respond to changed circumstances.

Independent public examinations will be held on all Development Plan Documents. These may take the form of hearings, round table or written representations. They will be presided over by an independent inspector nominated by the Planning Inspectorate. The timetable for all aspects of the production of DPDs and SCI within the control of the Inspector will be agreed by the Inspectorate. The Planning Inspectorate have advised that the current public examination timeframe is twelve months, from plan submission to inspectors report. This has been built into the revised timetable

Timetable dates are based on advice and indicative timelines given in PPS12 and advice given by the Planning Inspectorate (PINS) and Government Office for London (GOL). The Council will keep in close contact with the Inspectorate to agree examination dates and timetables, and a Service Level Agreement (SLA) will be signed with the Inspectorate, which will include confirmation of dates.

3.3 LDDs Priority Rating

The range of LDDs identified in paras 2.2-2.4 and the priorities for preparation over the three-year period reflect: -

- (a) the need to strengthen policy areas not sufficiently addressed in the adopted UDP;
- (b) the need for guidance relating to development in Harrow Town Centre, which is likely to experience significant pressure for change;
- (c) the need for continuity as well as consistency in the application of policies;
- (d) linkages with the London Plan and priority areas for early review;
- (e) Government priorities, emerging guidance and the importance of delivering national policy;
- (f) other Council priorities for updating and extending the coverage of policies which have been identified from a review of other Council Strategies, including the Harrow Sustainable Community Plan.

In determining the priority order for the production of LDDs, the advantages and disadvantages of staggering production of the DPDs and SPDs was weighed up. The Council intends to proceed with the core strategy imminently. Once the core strategy is operative, the Site Specific Proposals, Generic Development Control Policies, and the Proposals Map

will be produced in parallel (process permitting) and at the same public examination. It is hoped that this will ensure the process is cost effective and avoids unnecessary duplication of effort at the community involvement stage.

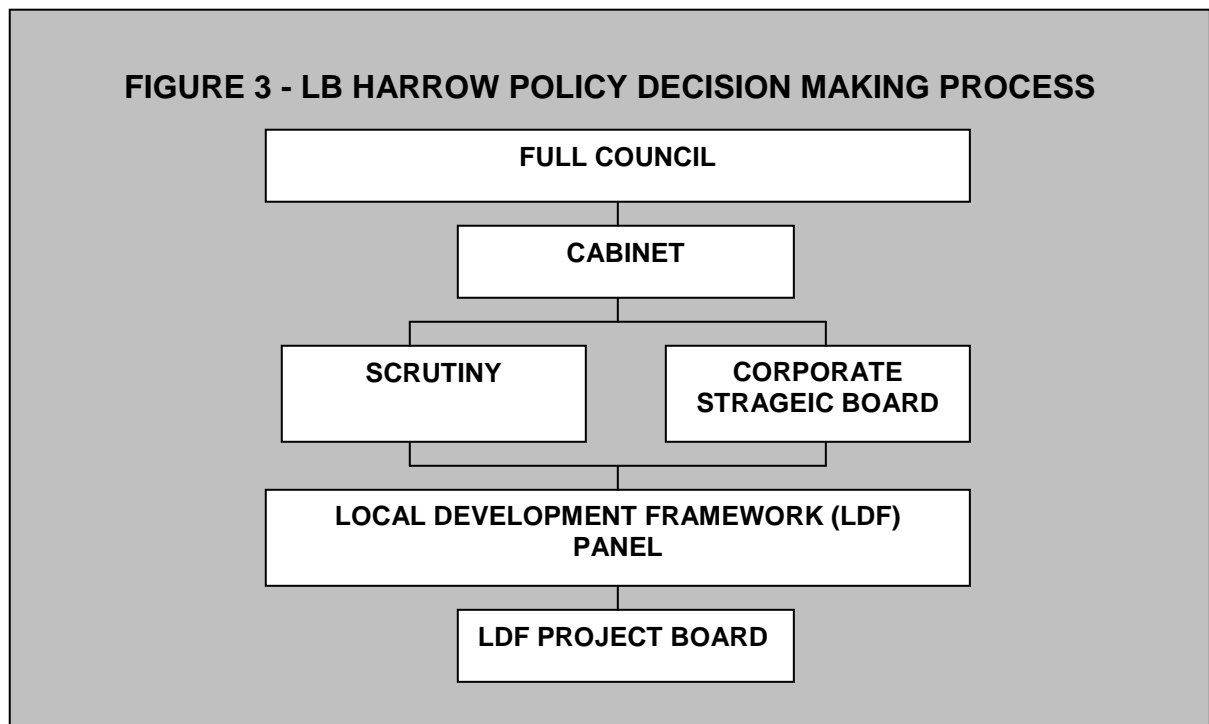
Table 2: - Harrow LDDs Priority Rating

Key			
Adopted	A	High priority	Ⓟ
Medium Priority	☺	Low Priority	⦿

Document Title	Priority Rating		Comments
Statement of Community Involvement (SCI)	A		The SCI was adopted in August 2006. .
Core Strategy (DPD)	Ⓟ		This will set the vision, objectives and spatial strategy for Harrow Council under the new planning system. The saved HUDP is sufficiently robust to guide development in the foreseeable future, until is replaced by documents under the new LDF planning system.
Delivering Development (DPD)	☺		Site-specific proposals in the saved HUDP will be reviewed and new proposal sites will be identified at the same time as the Generic Development Control Policies DPD.
Generic Development Control Policies (DPD)	☺		The current policies in the saved HUDP are in general conformity with the London Plan. The need for revised policies will become more urgent when new Government advice and guidelines are published. Some PPSs have already been published in draft and final form. It will set out criteria against which planning applications will be considered and will be in accordance to the core strategy.
Proposals Map (DPD)	☺		This will accompany the DPDs and illustrate the policies and proposals on a standard Ordnance Survey map.
West London Joint Waste DPD			Identify the land use needs for waste management (recycling, reuse and disposal), within Harrow and across the West London sub-region. Identify policies to secure appropriate locations for waste management through the Harrow LDF process.
Section 106 SPD	Ⓟ		Formalise a policy and a mechanism for agreeing section 106 contributions from developments within the borough.
Sustainability Checklist SPD	Ⓟ		Develop a checklist to encourage sustainability to be built into all development within the borough.
Accessible Homes SPD	A		The Accessible Homes DPD was adopted in April 2006.
Access for all SPD	A		The Access for all SPD was adopted in April 2006.
Harrow-on the Hill Conservation Areas SPD, (LDD6)	Ⓟ		The Council intends to focus on the production of one draft SPD at a time.
Pinner Conservation Areas SPD (LDD7)	☺		Harrow on the Hill will be the first of the conservation area SPDs, as it can be easily defined in terms of its geography and history. Once a draft SPD has been produced for Harrow on the Hill, it will be possible to make a start on drafting a second SPD (for Pinner), although there will be a need to carry out further work to the Harrow on the Hill document following consultation.
Stanmore/ Edgware Conservation Areas (LDD8)	☺		The subsequent production of Stanmore / Edgware Conservation Areas SPD and the Harrow Weald Conservation Areas SPD will proceed following LDD6 and LDD7. It is also expected that these later SPD's will be quicker to produced as the Council and public become more familiar with the new process of preparing documents under the new Act.
Harow Weald Conservation Areas SPD (LDD9)		⦿	
RAF Bentley Priory SPD (LDD10)	Ⓟ		The Council proposes to prepare LDD10 within the first year of this LDS. To ensure the SPD is in placed to respond to development interest in the site and to ensure that clear guidance details the Council's expectations for the site.

3.4 Decision making Procedures

Harrow Council operates a Cabinet Structure (refer to **Figure 3** for structure diagram). The Cabinet is responsible for agreeing the contents of each Local Development Document. The Council has also established a Member Panel (the Local Development Framework Panel), with the sole purpose of overseeing the preparation and implementation of the Local Development Scheme and making recommendations to the Cabinet. The Council's Scrutiny Committee has the powers to call in the decisions of the Cabinet for consideration. A full Council resolution is only required to agree DPDs to be submitted for examination to the Secretary of State, and their adoption, revocation or revision. Dates of necessary meetings have been programmed into the timetable for producing each LDD.



3.5 Risk Assessment

The process of preparing the LDF is not free from risk. The following summary identifies the main risks are likely to include:

A. The “soundness” of DPDs – Harrow Council recognises that the current planning system is still bedding in. Therefore, changes by Government to the information requirements and processes are still occurring. Harrow Council hopes to reduce any significant time delays due to documents being found ‘unsound’ or not in ‘general conformity’ with higher order planning documents, through the contribution of the Council’s legal services, external expertise (such as the Planning Advisory Service and the Planning Officer Society). Additionally, thorough on going dialogue with GOL, the GLA family and the Planning Inspectorate, throughout the development of the core strategy and other DPDs will help to ensure any possible issues can be identified early on in the plan making process.

A review of current progress on the development of the new DPDs, has been held specifically to assist with supporting the core strategy delivery.

As a result, the Council intends to instigate the following;

- develop an officer project board to further reengage within the Council, raise awareness of the importance of the LDF process, ensure resource needs are identified and factored into other department work programs. This initiative will commence in October / November 2007.
- engage the Planning Officer Society (POS) to review the DPDs (particularly the core strategy), draft documents and check soundness in accordance with current planning regulations and case law. This initiative will commence throughout the development of the core strategy and subsequent DPDs as required.
- engage with interested stakeholders on planning issues, through LDF newsletters, updated website and inviting public groups to early planning discussions (where appropriate). This will be in conjunction to the standards of community and stakeholder involvement set down in the SCI (adopted August 2006).
- Prepare a detailed risk analysis for each DPD and development stage to ensure the potential areas of risk are identified, communicated to stakeholders and a possible mitigation plan developed.

It is hoped that the above initiatives will minimise the scope for delay in producing the DPDs (specifically the core strategy), which would be caused if the DPDs were found to be unsound by any future planning inspector. However, any future changes in national policy and the information requirements of a DPD, will need to be assessed throughout the process.

B. Resources – the Council recognises the importance of having a dedicated team to deliver the LDF and for this to be properly resourced. Resources within the Council will be made available to support the research, development and production of the LDF.

C. Community involvement – To effectively engage with the community and involve them in the plan making process, the Council will consult with stakeholder groups and the wider public in accordance with the SCI (adopted August 2006). In addition the Council will engage the wider public throughout the development of the LDF through newsletters, engagement via the website and inviting public groups to early planning discussions (where appropriate).

The Council has an ambitious timeframe to produce the core strategy (the first of the DPDs). Therefore, community engagement may be constrained by this timetable. However, the Council will endeavour to involve the community with the planning process, initially by documenting the process to date, the time line and project delivery as well as the way forward. In addition the existing issues and options and strategic priorities documents will be reissued as an initial re-engagement document and remind the public on what had been proposed as the vision for the future of Harrow.

D. Member engagement - To ensure members are involved in the plan making process, all planning reports will first be circulated to the Local

Development Framework (LDF) Panel (a member group) for information and initial comment, prior to final cabinet sign off and public notification. LDF documents will be signed off by the Portfolio Holder before being sent to Cabinet and then submission

Flexibility in the political process is sought to ensure that members get sufficient opportunity to influence plans, while the lead in time for the political reporting processes is minimised. Therefore, in some instances it may be necessary to hold additional LDF Panel meetings or circulate draft reports / amendments via email to ensure cabinet reporting timeframes and ultimately DPD milestones are met.

E. Independent examination of DPDs – the Planning Inspectorate will need to be able to re-programme the independent examination of LDDs (specifically the core strategy) in accordance with the revised LDS timetable. To avoid the possibility of unnecessary future delays, regular contact will be maintained with the Inspectorate.

F. Engagement with Internal / External strategies – Assessing the risk on matters within the Council's control, and adequately addressing them, specifically about:

- changes in government guidance,
- general conformity and soundness, and
- public consultation and engagement processes.

For external strategies, such as the review of London Plan and synchronisation of the production of Harrow planning documents, wherever possible, will be challenging. Particularly where such documents are amended prior to adoption of the Harrow Core Strategy. However, where any changes occur that either identify new emerging issues or update proposed plans, the Council will endeavour to incorporate any changes within the existing LDS timeframe.

Harrow Council, along with the five West London waste boroughs are producing a joint West London Waste DPD. A memorandum of understanding has been signed by all parties, which detail the working arrangements. However, careful planning will be necessary to ensure that individual borough issues and concerns, political sensitivities, community involvement and decisions making processes are consistent to ensure the plan is developed in accordance with the LDS timeframe.

The proposed timetable to deliver the Joint Waste DPD (refer to **Appendix 2 - LDD5**) is consistent with that already agreed by other West London Borough partners with GOL (through the LDS process). Regular updates will be reported back to Cabinet as to the progress on this project.

4. STRATEGIC ENVIRONMENTAL ASSESSMENT / SUSTAINABILITY APPRAISAL

The European Strategic Environmental Assessment (SEA) Directive that came into force on 21st July 2001 requires policies, plans and

programmes whose formal preparation begins from 21 July 2004 to include an SEA. All Development Plan Documents (DPDs) are subject to these regulations.

The SEA applies to statutory plans and programmes and systematically addresses environmental considerations so that environmental considerations are incorporated in the preparation and adoption of plans and programmes, with a view of promoting 'sustainable development'.

Plans and programmes likely to have significant environmental impacts are to be accompanied by an environmental report that discusses the current baseline of environmental information, the likely effects of the plan or programme and addressing them during its preparation and identifying strategic alternative options and their effects, how the negative effects have been minimised.

At the same time the Planning and Compulsory Purchase Act 2004 requires 'sustainability appraisal' (SA) of all emerging Development Plan Documents and Supplementary Planning Documents. A Sustainability Appraisal is a systematic process to predict and assess the economic, environmental and social effects likely to arise from each LDD. This enables each document to be appraised or tested and refined, if required, to ensure that it contributes towards sustainable development within the Borough.

The SEA and SA are similar processes that involve a comparable series of steps. The main difference between them lies in the fact that SEA focuses on environmental effects whereas the SA is concerned with the full range of environmental, social and economic matters.

The SEA Regulations and guidance set down principles for determining which plans and programmes require SEA to be applied. In general the SEA process has to be applied to plans and programmes prior to the application of the SA economic and social elements to ensure that development plan making will incorporate the requirements of the SEA Directive criteria.

The SA guidance¹ emphasises that the SEA process can be incorporated into the SA and hence the Council has written an overarching sustainability appraisal (SA) Scoping Report for the Harrow Council LDF. In accordance with European and national legislation, the Local Development Documents (LDD's) that will be within the Council's Local Development Framework (LDF) will be subject to a Sustainability Appraisal, within which a Strategic Environmental Assessment will be incorporated.

The first stage of the SA process is to prepare a 'Scoping Report'. This report sets out the current baseline of the plan area with regards to

¹ Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents, ODPM, November 2005

environmental, economic and social factors, current sustainability issues that the plan area is currently facing and a sustainability framework that will be used to assess the emerging LDDs. The report also identifies sustainability objectives and requirements that are contained within other relevant policies, plans, programmes, strategies and initiatives that may have a bearing on the LDD that is being prepared.

The Council has produced the SA Scoping Report which fulfils the requirements of stage A of the SA Process. This sustainability framework will enable the Council to assess the possible impact of strategies, policies and proposals on the built and natural environment, and progress made towards achieving a more sustainable Harrow.

This was used to inform the initial issues and options work for the Core Strategy (Stage B of the SA process). The Scoping report has been externally verified by consultants Scott Wilson and will now be subject to consultation with the 4 statutory environmental bodies and relevant stakeholders. The SA will be updated at the core strategy preferred options stage, to incorporate any changes in policy direction.

In addition the draft SA Scoping Report sustainability SEA/SA framework was used to undertake sustainability assessments of the following adopted SPDs; Access for All and Accessible Homes. The draft SA was also applied to the draft SPD on Affordable Housing and the draft Overarching Conservation Areas SPD.

Each draft LDD within the Council's LDF will need to be supported by SEA and SA. Both documents will need to be made publicly available for consultation at the same time as any draft LDD. Consequently the public will be consulted on each LDD prepared, accompanied by a sustainability appraisal report. Monitoring arrangements will follow and allow for unforeseen adverse effects to be identified and resolved, and for updated baseline information to be available for future LDD preparation. The findings of the Sustainability Appraisal in informing each DPD will be a material consideration in determining soundness of the documents at the examination in public.

5 MANAGING A SOUND EVIDENCE BASE (see also section 6)

In order to carry out the preparation of the LDF and its constituent LDDs, the Council will endeavour to develop and maintain a sound evidence base. Necessary research has already been identified, and will be supplemented by research undertaken by partners, other organisations, and the community. Providing a sound and comprehensive evidence base is fundamental to developing a high quality LDF.

The Council already has a wealth of local knowledge and information which was used to support the HUDP, but recognises that providing as much information as possible at the outset of the LDF process is vital. At the independent examination the soundness of LDFs will be judged against comprehensive and reliable information and data.

Quality monitoring systems covering all aspects of the social, economic and environmental characteristics of the area should enable the preparation of a 'sound' spatial development plan. Importantly, all appropriate information/data relating to Sustainability Appraisal and Strategic Environmental Assessments is included in the evidence base.

Even though the recently adopted HUDP was prepared against a strong evidence base, all national Planning Policy Guidance Notes (PPGs) and recent PPSs have been examined to help identify any information gaps. Additionally, as these were mainly drafted to support development plan production under the previous system, they do not comprehensively set down the information requirements of the new spatial plans. The London Plan has similarly been scrutinised to help identify the full range of information which will be required to support the LDF.

Additional research and information needs identified to support LDF Evidence Base:-

- 2004 London Housing Capacity Study – this is being updated by the GLA following the new requirements under PPS3 to provide a regional housing market assessment and identify a rolling 5 year supply of land for housing;
- Retail Needs Assessments and Retail Expenditure pattern – research currently being carried out for Harrow Town Centre and other Town Centres;
- Open Space and Leisure Facility Audit and Leisure and Sport Needs Assessment – completed;
- Housing Needs Assessment;
- Private Sector Housing Stock Condition Survey - to be undertaken;
- Employment Land Demand Study - which includes Qualitative and quantitative assessment of employment land and buildings - to be undertaken;
- Economic Profile – to be undertaken;
- Office Demand Study;
- Qualitative and quantitative assessment of office space;
- Detailed data and forecasts on waste arisings overall and individual waste streams from GLA (Spring 2005)
- Information and policy direction from Joint Municipal Waste Management Waste Strategy being produced for West London Waste Disposal Authority Area (June 2005)
- Joint West London waste DPD – joint working underway to appraise the demand for all aspects of waste management, storage and treatment, re-cycling, re-processing and disposal; comparison against current capacity and future supply of site availability, and feasibility of new sites required, and appropriate location of sites to meet forecast need (work being carried out jointly with West London Boroughs)

6 ANNUAL MONITORING REPORT (AMR)

In line with Government requirements, and reflecting good project management practice, an Annual Monitoring Report (AMR) will be produced by the 31 December. The Annual Monitoring Report (AMR) sets out how development taking place in Harrow measures up to policies, indicators and targets in the HUDP, and progress being made in delivering the LDS. In addition, the Government has requested that its own set of indicators known as 'core output indicators' are monitored and reported on through the AMR process.

The AMR provides a summary of all development and land-use within the Borough, together with a baseline description or 'snapshot' of Harrow's performance against key sustainability indicators to be included as part of the Core Strategy LDD. If there has been any slippage in the programme, it will be important for this to be identified, together with the reasons, and measures being taken to address these.

The annual monitoring will enhance the Council's ability to:

- a) review the effectiveness of the Council's planning policies and proposals in achieving their stated objectives in terms of sustainability indicators;
- b) provide an annual description of the state of the Borough's environment, development trends (e.g. housing provision), patterns of land-use, transport and population/ socio-economic trends in order to identify problems;
- c) provide a 'baseline' for the purposes of undertaking SEA and setting the context within which planning issues/options and draft LDF policies are reviewed;
- d) assist in monitoring relevant Corporate/ Best Value targets included in the Corporate Action: and
- e) assess development control performance.
- f) Identify progress and promote success in particular services and projects

The AMR will enable the Council to review the effectiveness of planning policies in achieving the LDF's strategic objectives and provide a 'baseline' for undertaking Sustainability Appraisal/Strategic Environmental Appraisal in line with PPS12 and the EU Directive on Environmental Appraisal.

APPENDICES

Appendix 1 – Programme Management Table

Appendix 2 – Local Development Documents – Individual Profiles

Appendix 3 – Glossary of Terms

Appendix 4 – Programme for replacement of existing policies

APPENDIX 1 – LB HARROW LDF PROGRAMME TIMETABLE

APPENDIX 2 – LOCAL DEVELOPMENT DOCUMENT PROFILES

LDD1 – Harrow Core Strategy	
DOCUMENT DETAILS	
Purpose and content	The Harrow Core Strategy will set out a clear spatial vision and strategic objectives for the borough, together with core policies and a monitoring and implementation framework
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	The Core Strategy will have regard to national PPGs/PPSs and be in general conformity with the London Plan.
KEY MILESTONES	
Commencement of preparation	January 2006
Community engagement on Options and SA report	Preferred April - July 2008
Submission to Secretary of State	January - February 2009
Pre-examination meeting	April 2009
Commencement of examination	June - July 2009
Adoption	February - March 2010
ARRANGEMENTS FOR PRODUCTION	
Which organisation/department of the Authority will lead the process	Planning policy team will lead in the production of the Core Strategy. Other Council departments will be engaged in the development of this document throughout the planning process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4
Approach to involving stakeholders and the community	Refer to the LB Harrow Statement of Community Involvement (separate document).
Monitoring and review mechanisms	<p><u>Monitoring</u> - Monitoring of core policies will be undertaken as part of the Annual Monitoring Report (AMR), including information on baseline indicators identified through the SA/SEA process. The AMR will determine the policy effectiveness and the extent to which the Harrow Core Strategy is achieving its objectives.</p> <p><u>Review</u> - The Harrow Core Strategy is intended to be a live document. It will be reviewed and updated as and when appropriate to better reflect changing national policy directives and future public requirements.</p>

LDD1 – Harrow Core Strategy

Note 1 – It is intended that the Harrow Core Strategy will be the primary focus of Harrow Council. However, to ensure timely delivery of the site specific allocations, generic development control policies and the proposals map, these documents will all be developed simultaneously and formally submitted for public examination at the earliest opportunity after adoption of the Core Strategy.

LDD2 – Delivering Development (Site Specific Allocations)

DOCUMENT DETAILS

Purpose and content	To identify and allocate sites for large scale development and set out policies planning applications will need to take into account for any future development on the identified sites.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	The site specific proposals document will be in conformity with the Harrow Core Strategy, regional and national guidance.

KEY MILESTONES

Commencement of preparation	January 2006
Revise and re-consult on issues and options	May – April 2009
Community engagement on Preferred Options and SA report	January – February 2010
Submission to Secretary of State	September – October 2010
Pre-examination meeting	December – January 2011
Commencement of examination	April – May 2011
Adoption	December 2011

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Planning policy team will lead in the production of the site specific proposals. Other Council departments will be engaged in the development of this document throughout the planning process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4
Approach to involving stakeholders and the community	Refer to the LB Harrow Statement of Community Involvement (separate document).

Monitoring and review mechanisms	The Site Specific Proposals DPD will be monitored through the Annual Monitoring Report. This will include take-up of allocations in terms of permission and completions. The DPD will be reviewed and updated as and when appropriate, to better reflect changing local, regional and national policy directives and future public requirements.
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Note 1 - The site specific allocations, generic development control policies and the proposals map documents will all be developed simultaneously and formally submitted for public examination at the earliest opportunity after adoption of the Core Strategy. Should the Core Strategy not be found sound and subsequently not approved, then the delivery of these documents would be delayed until such time as a the core strategy was approved.

LDD3 – Generic Development Control Policies

DOCUMENT DETAILS

Purpose and content	To provide criteria-based policies to assess development, ensuring that any future development meets the vision and strategic objectives of the Core Strategy and relevant regional and national policy.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	Generic Development Control Policies will be in conformity with the Harrow Core Strategy, regional and national guidance.

KEY MILESTONES

Commencement of preparation	March 2008
Community engagement on Issues and Options and Sustainable Appraisal report	March – April 2009
Community engagement on Preferred Options and SA report	January – February 2010
Submission to Secretary of State	September – October 2010
Pre-examination meeting	December – January 2011
Commencement of examination	April – May 2011
Adoption	December 2011

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Planning policy team will lead in the production of the site specific proposals. Other Council departments will be engaged in the development of this document throughout the planning process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4
Approach to involving stakeholders and the community	Refer to the LB Harrow Statement of Community Involvement (separate document).
Monitoring and review mechanisms	The Generic Development Control policies DPD will be monitored through the Annual Monitoring Report. This will determine their effectiveness and the extent to which the policies achieve their objectives. The DPD will be reviewed and updated as and when appropriate, to better reflect changing local, regional and national policy directives and future public requirements.

Note 1 - The site specific allocations, generic development control policies and the proposals map documents will all be developed simultaneously and formally submitted for public examination at the earliest opportunity after adoption of the Core Strategy. Should the Core Strategy not be found sound and subsequently not approved, then the delivery of these documents would be delayed until such time as the core strategy was approved.

LDD4 – Proposals Map

DOCUMENT DETAILS

Purpose and content	To illustrate the geographical and spatial extent of policies, site-specific proposals, area action plans and area designations including green belt, metropolitan open land, open space, conservation areas and strategic employment locations.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	The Proposals Map will be in conformity with the Core Strategy, site allocation and generic development control policy documents, regional and national guidance.

KEY MILESTONES

Commencement of preparation	March 2008
Community engagement on Issues and Options and Sustainable Appraisal report	March – April 2009
Community engagement on Preferred Options and SA report	January – February 2010
Submission to Secretary of State	September – October 2010
Pre-examination meeting	December – January 2011
Commencement of examination	April – May 2011
Adoption	December 2011

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Planning policy team will lead in the production of the site specific proposals. Other Council departments will be engaged in the development of this document throughout the planning process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4
Approach to involving stakeholders and the community	Refer to the LB Harrow Statement of Community Involvement (separate document).
Monitoring and review mechanisms	The proposals map will be revised as required to reflect spatial changes due to new or revised DPD adoption. Site Specific Proposals, Area Action Plans and area designations will be monitored through the Annual Monitoring Report, and any amendments will be brought forward as and when appropriate.

Note 1 - The site specific allocations, generic development control policies and the proposals map documents will all be developed simultaneously and formally submitted for public examination at the earliest opportunity after adoption of the Core Strategy. Should the Core Strategy not be found sound and subsequently not approved, then the delivery of these documents would be delayed until such time as the core strategy was approved.

LDD5 – West London Joint Waste DPD

DOCUMENT DETAILS

Purpose and content	To provide clear policies for the management of waste, recycling and disposal across the relevant West London sub region. Enabling Harrow to meet its strategic requirements as determined by international, national and regional waste policies and guidance.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	The Joint Waste Proposals Map will be in conformity with the Core Strategy, site allocation and generic development control policy documents, regional and national guidance.

KEY MILESTONES

Commencement of preparation	December 2006
Community engagement on Issues and Options and Sustainable Appraisal report	January – February 2008
Community engagement on Preferred Options and SA report	June 2008
Submission to Secretary of State	April 2009
Pre-examination meeting	June 2009
Commencement of examination	October 2009
Adoption	April 2010

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Hillingdon will be the lead body. The Planning policy team will lead in liaison with the other West London boroughs:- Hillingdon, Hounslow, Brent, Richmond and Ealing; and consultants on the production of the Joint Waste DPD. Other Council departments will be engaged in the development of this document throughout the planning process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4. However, it is noted that the decision making process may need to be amended to better align with the other West London borough reporting procedures and the project timeline.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	The Joint Waste DPD will be monitored through the Annual Monitoring Report. This will include take-up of allocations in terms of permission and completions. The DPD will be reviewed and updated as and when appropriate.

LDD5 – West London Joint Waste DPD

Note 1 – The delivery timetable is consistent with that already agreed between other West London Boroughs and GOL through the LDS process. However, to reflect a minor timetable change, the consultation period on the Issues and Options and Sustainable Appraisal report will now be carried out in January – February 2008. However, this will not affect the completion of the project and all other milestones remain the same.

LDD6 – Sustainability Checklist SPD

DOCUMENT DETAILS

Purpose and content	To provide guidance on environmental sustainable initiatives and how these are to be integrated into developments within the borough.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	The checklist will be in conformity with the Core Strategy.

KEY MILESTONES

Commencement of preparation	October 2007
Public participation on draft Supplementary Planning Document	May – June 2008
Adoption	December 2008

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Planning policy team will lead on the production of the. Other Council departments will be engaged within the development process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	<p>Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process.</p> <p>This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.</p>

LDD7 – Section 106 Planning Obligation SPD

DOCUMENT DETAILS

Purpose and content	To provide guidance on how section 106 obligations will be sought from developments within the borough, to mitigate possible effects and improve the public realm for all Harrow citizens.
Status	Plan Document
Geographic coverage	Borough wide
Chain of conformity	will be in conformity with the Core Strategy.

KEY MILESTONES

Commencement of preparation	October 2007
Public participation on draft Supplementary Planning Document	September 2008
Adoption	March 2009

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Planning policy team will lead in the production of the Core Strategy. Other Council departments will be engaged within the Core Strategy development throughout the process as required.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	<p>Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process.</p> <p>This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.</p>

LDD8 – Harrow on the Hill Conservation Area SPD

DOCUMENT DETAILS

Purpose and content	To provide substantial policy coverage for the conservation areas, with character appraisals and management strategies annexed into the document.
Status	Supplementary Planning Document
Geographic coverage	This SPD will apply to the following conservation areas: <ul style="list-style-type: none">• Harrow on the Hill• Harrow Park• Harrow School• The Mount Park Estate• Roxborough Park & The Grove• Roxeth Hill• South Hill Avenue• Sudbury Hill
Chain of conformity	The document will be in conformity with the Harrow Core Strategy.

KEY MILESTONES

Commencement of preparation	July 2006
Public participation on draft Supplementary Planning Document	January 2008
Adoption	June 2008

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Conservation in conjunction with other Councils services as appropriate.
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process. This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.

Note 1:- This SPD, when adopted, will replace the currently adopted SPGs for the following conservation areas:

- Harrow on the Hill Village
- Harrow Park
- The Mount Park Estate
- Roxborough Park & The Grove
- South Hill Avenue
- Sudbury Hill
- Harrow School

LDD9 – Pinner Conservation Area SPD

DOCUMENT DETAILS

Purpose and content	To provide substantial policy coverage for the conservation areas, with character appraisals and management strategies annexed into the document.
Status	Supplementary Planning Document
Geographic coverage	This SPD will apply to the following conservation areas: <ul style="list-style-type: none">• Pinner High Street• Tookes Green• Waxwell Lane• East End Farm• Moss Lane• Pinnerwood Park Estate• Pinner Hill Estate• Waxwell Close• Eastcote Village• West Towers• Pinnerwood Farm• Rayners Lane
Chain of conformity	The document will be in conformity with the Harrow Core Strategy.

KEY MILESTONES

Commencement of preparation	January 2008
Public participation on draft Supplementary Planning Document	January 2010
Adoption	June 2010

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Conservation in conjunction with other Council services as appropriate
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process. This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.

Note 1:- This SPD, when adopted, will replace the currently adopted SPGs for the following conservation areas:

- | | |
|--------------------------|--------------------|
| • East End Farm | • West Towers |
| • Pinnerwood Park Estate | • Rayners Lane |
| • Pinner Hill Estate | • Eastcote Village |

LDD10 – Stanmore/Edgware Conservation Area SPD

DOCUMENT DETAILS

Purpose and content	To provide substantial policy coverage for the conservation areas, with character appraisals and management strategies annexed into the document.
Status	Supplementary Planning Document
Geographic coverage	This SPD will apply to the following conservation areas: <ul style="list-style-type: none">• Little Common• Stanmore Hill• Old Church Lane• Kerry Avenue• Canons Park Estate• Edgware High Street
Chain of conformity	The document will be in conformity with the Harrow Core Strategy.

KEY MILESTONES

Commencement of preparation	January 2010
Public participation on draft Supplementary Planning Document	January 2011
Adoption	June 2011

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Conservation in conjunction with other Council services as appropriate
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process. This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.

Note 1:- This SPD, when adopted, will replace the currently adopted SPGs for the following conservation areas:-

- Little Common
- Stanmore Hill
- Kerry Avenue
- Edgware High Street
- Old Church Lane
- Canons Park Estate

LDD11 – Harrow Weald Conservation Area SPD

DOCUMENT DETAILS

Purpose and content	To provide substantial policy coverage for the conservation areas, with character appraisals and management strategies annexed into the document.
Status	Supplementary Planning Document
Geographic coverage	This SPD will apply to the following conservation areas: <ul style="list-style-type: none">• Brookshill Drive & Grimsdyke Estate• West Drive
Chain of conformity	The document will be in conformity with the Harrow Core Strategy.

KEY MILESTONES

Commencement of preparation	January 2011
Public participation on draft Supplementary Planning Document	October 2011
Adoption	March 2012

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Conservation, in conjunction with other Council services as appropriate
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process. This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.

LDD12 - RAF Bentley Priory SPD

DOCUMENT DETAILS

Purpose and content	The MOD will be releasing this site early in 2008 and SPD is required to guide development. The SPD will provide guidelines for development based on its UDP status as a Major Developed Site in the Green Built and including advice on the future of the Grade II* listed Priory Building and the Listed Park and Garden.
Status	Supplementary Planning Document
Geographic coverage	Site specific
Chain of conformity	This document will be supplementary to the Harrow Unitary Development Plan 2004.

KEY MILESTONES

Commencement of preparation	November 2006
Public participation on draft Supplementary Planning Document	March 2007
Adoption	October 2007

ARRANGEMENTS FOR PRODUCTION

Which organisation/department of the Authority will lead the process	Conservation in conjunction with other Council services as appropriate
Decision-making procedures	The document will be subject to the Council's normal decision making procedures as outlined in Section 3.4.
Approach to involving stakeholders and the community	As outlined in the Statement of Community Involvement.
Monitoring and review mechanisms	Annual monitoring will be undertaken as part of the Annual Monitoring Report and will include information on baseline indicators identified through the SA process. This will determine their effectiveness and the extent to which the document is achieving its objectives. The document will be updated as and when appropriate.

APPENDIX 3 - GLOSSARY OF TERMS

Annual Monitoring Report (AMR): part of the Local Development Framework, the Annual Monitoring Report will assess progress against the LDS and the extent to which policies in Local Development Documents are being successfully implemented. (The first AMR was produced in December 2005)

Community Strategy: document produced by the Harrow Strategic Partnership identifying the community's social, economic and environmental aspirations for the borough and how these will be achieved. (Currently being reviewed)

Core strategy: The Core Strategy Development Plan Document that will set out the long-term spatial vision for the local planning authority area and the strategic policies and proposals to deliver that vision. Broad locations for development may be set out in a key diagram.

Development Plan: This will consist of the spatial development plan for London (London Plan 2004) and the HUDP until such time as the latter is replaced by Development Plan Documents contained within the Local Development Framework.

Development Plan Documents (DPD): To be prepared by the relevant plan-making authority i.e. the Council. They will be spatial planning documents and subject to independent examination. There will be a right for those making representations seeking change to be heard at an independent examination.

GANTT chart: A graphical representation of the duration of tasks against the progression of time.

Harrow Strategic Partnership (HSP): An initiative aimed at improving local services by bringing together representatives from public, private, business, voluntary and community organisations in Harrow.

Harrow Unitary Development Plan (HUDP): The Borough-wide statutory development plan for Harrow, adopted on 30th July 2004, which sets out the Council's policies for the development and use of land.

Independent Examination: The local authority must arrange for an independent examination of a submitted Development Plan Document whether or not representations have been received. The reason for this is that the independent examination must consider the "soundness of the plan". In addition, the Statement of Community Involvement (SCI) will be subject to an independent examination.

Local Development Documents (LDD): These include development plan documents and supplementary planning documents, and the Statement of Community Involvement (SCI).

Local Development Framework (LDF): The LDF will comprise a portfolio of local development documents, which will provide the framework for delivering the spatial planning strategy for the area.

Local Development Scheme (LDS): The LDS sets out the programme for the preparation of the local development documents.

London Plan: The Mayor's spatial development strategy for London, adopted February 2004.

Planning Delivery Grant (PDG): a performance-related annual award to local authorities, intended as a mechanism for improving planning delivery/performance against Best Value indicators. The PDG will be superceded by the Housing and Planning Delivery Grant in 2008/09.

Planning Inspectorate: agency responsible for processing planning appeals and holding inquiries into development plans. Inspectors appointed by the Planning Inspectorate will conduct examinations into DPDs and the SCI.

Planning Policy Statement (PPS): an expression of Government policy on an individual planning topic e.g. PPS12 deals with local development frameworks. Over time the Government is replacing its set of planning policy guidance notes with planning policy statements.

Proposals Map: A graphical illustration of the policies and proposals contained in development plan documents and saved policies.

Regional Spatial Strategy (RSS): This is prepared by the regional planning body. The regional spatial strategy sets out the policies in relation to the development and use of land in the region and is approved by the First Secretary of State. In London, the spatial development strategy prepared by the Mayor is the equivalent of a regional spatial strategy. GOL Circular 1/2000 provides advice in respect of the spatial development strategy. The London Plan is the Mayor's regional spatial strategy.

Saved Plans, Policies and Supplementary Planning Guidance: The transitional arrangements allow for existing adopted plans (and their constituent policies), and related supplementary planning guidance (SPG) to be saved for three years from the date of commencement of the Act.

Site development policies: This will be a suite of criteria-based policies which are required to ensure that all development within the area meets the vision set out in the Core Strategy.

Spatial strategy: The Core Strategy Development Plan Document that will set out the long-term spatial vision for the local planning authority area and the strategic policies and proposals to deliver that vision. Broad locations for development may be set out in a key diagram.

Statement of Community Involvement (SCI): The SCI sets out the standards which the plan-making authority intends to achieve in relation to involving the community in the preparation, alteration and continuing review of all local development documents and in development control decisions. It also sets out how the local planning authority intends to achieve those standards. A consultation statement showing how the local planning authority has complied

with its Statement of Community Involvement will be required for all local development documents.

Strategic Environmental Assessment/Sustainability Appraisal: A generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) does not in fact use the term strategic environmental assessment. It requires a formal 'environmental assessment' of certain plans and programmes, including those in the field of planning and land use. The sustainability appraisal covers wider objectives than the strategic environmental assessment but in practice both procedures will be combined. These processes feed into and are intended to improve the content of the LDF.

Sub Regional Development Strategy (SRDF) – the sub-regional implementation document for the London Plan. It provides guidance on issues of more than borough-wide significance. A SRDF will be produced in each of the five London sub-regions. (Harrow is located within the West London SRDF area) The draft further alterations for the London Plan recommend the development of a new sub regional strategy to encompass economic, social development and spatial planning work. It is intended that this will become an 'implementation framework' and will be undertaken by the Mayors office.

Supplementary Planning Documents (SPD): These will cover a wide range of issues on which the plan-making authority wishes to provide policy guidance to supplement the policies and proposals in the adopted HUDP and in Development Plan Documents. They will not form part of the development plan or be subject to independent examination.

Unitary Development Plan: The Borough-wide statutory development plan, which sets out the Council's policies for the development and use of land. The Government is to replace unitary development plans with Local Development Frameworks.

APPENDIX 4 - PROGRAMME FOR REPLACEMENT OF EXISTING POLICIES

HUDP Policies	Local Development Document	Expected Date of Replacement
PART 1: STRATEGIC POLICIES		
S1; SEP5; ST3-5; SEM1-2; SR2; SI1	CS	Feb-10
SEP1-4&6; SD1-3; ST1-2; SH1&2; SEM3; SR1; SC1; SI2	deleted	28-Sept-07
PART 2: DETAILED PLANNING POLICIES		
Chapter 3: Environmental Protection and Open Space		
Renewable Energy (EP7)	deleted	28-Sept-07
Energy Conservation and Efficiency (EP8)	deleted	28-Sept-07
Water Quality, Supply and Disposal (EP9)	deleted	28-Sept-07
Sustainable Urban Drainage (EP10)	deleted	28-Sept-07
Development Within Floodplains (EP11)	DC	Dec-11
Control of Surface Water Run-Off (EP12)	DC	Dec-11
Culverting and Deculverting (EP13)	DC	Dec-11
Development Within Areas at Risk from Sewerage Flooding (EP14)	DC	Dec-11
Water Conservation (EP15)	CS	Feb-10
Waste (EP16)	CS	Feb-10
Waste (EP17-19)	deleted	28-Sept-07
Previously-developed land (EP20)	CS	Feb-10
Vacant and Disused Land and Buildings (EP21)	CS	Feb-10
Contaminated land (EP22)	DC	Dec-11
Dangerous Substance Establishments and Major Accident Hazard Pipelines (EP23)	CS	Feb-10
Air Quality (EP24)	deleted	28-Sept-07
Noise (EP25)	DC	Dec-11
Nature Conservation (EP26-EP28)	CS	Feb-10
Trees (EP29-EP30)	CS	Feb-10
Areas of Special Character (EP31)	CS	Feb-10
Green Belt - Acceptable Land Uses (EP32)	CS	Feb-10
Development in the Green Belt (EP33)	deleted	28-Sept-07
Extension to Buildings in the Green Belt (EP34)	DC	Dec-11
Major Developed Sites in the Green Belt (EP35)	CS	Feb-10
Agriculture (EP36)	CS	Feb-10
Re-use of existing buildings in the Green Belt (EP37)	DC	Dec-11
Recreational Uses in the Green Belt (EP38)	CS	Feb-10
Land for Recreation in the Green Belt (EP39)	CS	Feb-10
Buildings for Indoor Recreation Use in the Green Belt (EP39)	CS	Feb-10
Green Belt Management Strategy (EP41)	DC	Dec-11
Watling Chase Community Forest (EP42)	CS	Feb-10
Green Belt and Metropolitan Open Land Fringes (EP43)	CS	Feb-10
Metropolitan Open Land (EP44)	CS	Feb-10
Additional Building on Metropolitan Open Land (EP45)	DC	Dec-11
Green Chains (EP46)	CS	Feb-10
Open Space (EP47)	DC	Dec-11
Public Open Space (EP48)	CS	Feb-10
Allotments (EP49)	DC	Dec-11
Informal Areas of Open Space (EP50)	DC	Dec-11

HUDP Policies	Local Development Document	Expected Date of Replacement
Chapter 4: Design and the Built Environment		
Standard of Design and Layout (D4)	DC	Dec-11
New Residential Development - Amenity Space and Privacy (D5)	DC	Dec-11
Design in Employment Areas (D6)	deleted	28-Sept-07
Design in Retail Areas and Town Centres (D7)	DC	Dec-11
Storage of Waste, Recyclable and Re-Usable Materials in New Developments (D8)	deleted	28-Sept-07
Streetside Greenness and Forecourt Greenery (D9)	DC	Dec-11
Trees and New Development (D10)	DC	Dec-11
Statutorily Listed Buildings (D11)	DC	Dec-11
Locally Listed Buildings (D12)	CS	Feb-10
The Use of Statutorily Listed Buildings (D13)	deleted	28-Sept-07
Conservation Areas (D14)	CS	Feb-10
Extensions and Alterations in Conservation Areas (D15)	DC	Dec-11
Conservation Area Priority (D16)	DC	Dec-11
Article 4 Directions (D17)	deleted	28-Sept-07
Historic Parks and Gardens (D18)	CS	Feb-10
Ancient Monuments (D19)	CS	Feb-10
Sites of Archaeological Importance (D20-D22)	DC	Dec-11
Lighting, including Floodlighting (D23)	DC	Dec-11
Telecommunications development (D24)	DC	Dec-11
Shopfronts and Advertisements (D25)	DC	Dec-11
Shopfronts and Advertisements (D26-28)	deleted	28-Sept-07
Street Furniture (D29)	DC	Dec-11
Public Art and Design (D30)	DC	Dec-11
Views and Landmarks (D31)	CS	Feb-10
Chapter 5: Transport		
Transport Impact of Development Proposals (T6)	DC	Dec-11
Improving Public Transport Facilities (T7)	CS	Feb-10
Rail Freight Transport (T8)	deleted	28-Sept-07
Walking and Cycling (T9-T10)	CS	Feb-10
Cycle and Motor Cycle Parking (T11)	DC	Dec-11
Reallocating Available Roadspace and Managing Traffic (T12)	CS	Feb-10
Parking Standards (T13)	DC	Dec-11
Public Car Parking (T14)	DC	Dec-11
Servicing of New Developments (T15)	DC	Dec-11
Servicing of New Developments (T16)	CS	Feb-10
New Access - St. Ann's Road (T17)	CS	Feb-10
New Link Road: Brember Road to Northolt Road (T18)	CS	Feb-10
Heavy Goods Vehicles (T19-T20)	CS	Feb-10
Chapter 6: Housing		
New Housing Provision (H3)	CS	Feb-10
Residential density (H4)	deleted	28-Sept-07
Affordable Housing (H5-H6)	deleted	28-Sept-07
Dwelling Mix (H7)	CS	Feb-10

HUDP Policies	Local Development Document	Expected Date of Replacement
Empty Homes and Property (H8)	CS	Feb-10
Conversions (H9)	deleted	28-Sept-07
Existing Housing Stock (H10)	CS	Feb-10
Loss of Residential Land and Buildings (H11)	DC	Dec-11
Houses in Multiple Occupation (H12)	deleted	28-Sept-07
Sheltered Accommodation (H13)	DC	Dec-11
Residential Institutions (H14)	DC	Dec-11
Hostels (H15)	DC	Dec-11
Travellers (H16)	DC	Dec-11
Special Needs Housing (H17)	CS	Feb-10
Accessible Homes (H18)	deleted	28-Sept-07
Chapter 7: Employment, Town Centres and Shopping		
New Office Development (EM4)	CS	Feb-10
New Large Scale Retail and Leisure and other Development (EM5)	DC	Dec-11
Limiting Out or Edge of Centre Developments (EM6)	DC	Dec-11
Redevelopment of Retail Premises (EM7)	CS	Feb-10
Enhancing Town Centres (EM8)	deleted	28-Sept-07
Variety of Unit Sizes (EM9)	CS	Feb-10
Open Air Markets (EM10)	DC	Dec-11
Regeneration Areas (EM11)	CS	Feb-10
Small Industrial Units and Workshops (EM12)	CS	Feb-10
Land and Buildings in Business, Industrial and Warehousing Use (EM13-EM15)	CS	Feb-10
Change of Use of Shops (EM16-EM20)	DC	Dec-11
Long Term Vacancies (EM21)	CS	Feb-10
Environmental Impact of New Business Development (EM22)	DC	Dec-11
Environmental Impact of Existing Business (EM23)	CS	Feb-10
Town Centre Environment (EM24)	CS	Feb-10
Food, Drink and Late Night Uses (EM25)	DC	Dec-11
Amusement Centres (EM26)	DC	Dec-11
Retail Uses in Service Stations (EM27)	DC	Dec-11
Chapter 8: Recreation, Leisure and Tourism		
Public Open Space (R3)	deleted	28-Sept-07
Outdoor Sports Facilities (R4)	CS	Feb-10
Intensive Use Pitches (R5)	CS	Feb-10
Informal Recreation (R6)	deleted	28-Sept-07
Footpaths, Cycle Paths and Bridleways (R7)	CS	Feb-10
Play Areas (R8)	CS	Feb-10
Indoor Sports Facilities (R9)	deleted	28-Sept-07
Arts, Culture, Entertainment and Leisure Facilities (R10)	deleted	28-Sept-07
Arts, Culture, Entertainment and Leisure Facilities (R11)	CS	Feb-10
Change of Use Above Ground Floor Level to Arts, Culture, Entertainment and Leisure (R12)	deleted	28-Sept-07
Leisure Facilities (R13)	CS	Feb-10
Tourism (R14)	deleted	28-Sept-07
Hotels and Guest Houses (R15)	CS	Feb-10

HUDP Policies	Local Development Document	Expected Date of Replacement
Chapter 9: Community Services and Accessibility		
Provision of Social and Community Facilities (C2)	CS	Feb-10
Nursery Provision (C3)	DC	Dec-11
Nursery Provision (C4)	deleted	28-Sept-07
Nursery and Childcare Facilities (C5)	deleted	28-Sept-07
First and Middle Schools (C6)	deleted	28-Sept-07
New Education Facilities (C7)	DC	Dec-11
Health Care and Social Services (C8)	DC	Dec-11
Health Care and Social Services (C9)	deleted	28-Sept-07
Community Buildings and Places of Worship (C10)	DC	Dec-11
Ethnic Communities (C11)	CS	Feb-10
Community Protection and Emergency Services (C12)	deleted	28-Sept-07
Statutory Bodies and Utility Companies (C13)	deleted	28-Sept-07
Public Conveniences (C14)	CS	Feb-10
Cemeteries and Crematoria (C15)	DC	Dec-11
Access to Buildings and Public Spaces (C16)	CS	Feb-10
Access to Leisure, Recreation, Community and Retail Facilities (C17)	CS	Feb-10
Special Mobility Requirements and Access to Transport (C18)	CS	Feb-10
Chapter 10: Implementation, Resources and Monitoring		
Planning Obligations (I3) - (SPD Proposed on S106)	deleted	28-Sept-07
Enforcement (I4)	deleted	28-Sept-07
Proposals Map and Proposal Sites Schedule (I5)	SSP	Dec-11
SPG and Planning Briefs (I6)	deleted	28-Sept-07
Public Consultation (I7) (Statement of Community Involvement operative from April 2006)	deleted	28-Sept-07
Note: 'deleted' policies are as per the direction from the Secretary of State.		
Abbreviations: SCI - Statement of Community Involvement; CS - Core Strategy; SSP - Site Specific Proposals; DC - Generic Development Control Policies; SPD – Supplementary Planning Documents and SPG – Supplementary Planning Guidance.		

Note: The allocation of the individual policies indicated above to specific Local Development Documents is provisional, and may be subject to alteration