

LONDON BOROUGH OF HARROW

**DRAFT LOCAL DEVELOPMENT
SCHEME**

22TH NOVEMBER 2004

DRAFT HARROW LOCAL DEVELOPMENT SCHEME

CONTENTS

	Page
1. INTRODUCTION	3
1.1 Background	3
1.2 From Land Use to Spatial Planning	3
1.3 Commitment to greater Public Engagement	3
1.4 Statement of Community Involvement (SCI)	4
1.5 Objectives of the Local Development Scheme (LDS)	4
1.6 Aims of Central Government	4
1.7 Local Development Scheme Publicity	4
1.8 Current Development Plans for Harrow	5
1.9 Maintaining continuity in the new system	5
2. HARROW LOCAL DEVELOPMENT FRAMEWORK (LDF)	5
2.1 Harrow Local Development Documents (LDDs)	5
2.2 Development Plan Documents (DPDs) (Statutory)	5
2.3 Area Action Plans	6
2.4 Supplementary Planning Guidance (SPG) and Supplementary Planning Documents (SPDs) Non-Statutory)	6
2.5 Saved Documents	7
2.6 Linkages with other strategies	7
2.7 General Conformity with the London Plan, and Conformity with the London Plan	10
3. PROJECT MANAGEMENT, TIMETABLE AND PRIORITY RATING	12
3.1 Key stages of LDF Preparation	12
3.2 Timetable for LDD preparation	13
3.3 LDDs Priority Rating	13
3.4 Decision Making Procedures	14
3.5 Assessment of Resources Needed	16
3.6 Risk Assessment	16
3.7 Meeting Public Service Agreement 6 (PSA6)	17
4 Managing a Sound Evidence Base	18
5 Strategic Environmental Assessment/Sustainability Appraisal	21
6 Annual Monitoring Report (AMR)	21
APPENDICES	
Appendix 1 - GANTT Chart (to be added)	
Appendix 2 - Local Development Documents – Individual Profiles	
Appendix 3 – Glossary of Terms	
Appendix 4 – Programme for replacement of existing policies (to be added).	

1 INTRODUCTION

1.1 Background

The Government, through the Planning and Compulsory Purchase Act, which came into effect on 28 September 2004, has reaffirmed its commitment to the established principle of a plan-led system. Although planning decisions on proposals for development or change of use will continue to be considered against the statutory development plan, (the Harrow Unitary Development Plan, July 2004, and the Mayor's London Plan), greater emphasis on flexibility and community involvement has resulted in a major shift in the mechanisms for the preparation and implementation of development plans. Unitary Development Plans (UDP), Structure and Local Plans will be replaced by a new system of Local Development Frameworks (LDFs). In future the development plan for Harrow will consist of the Mayor's London Plan and a Local Development Framework prepared by the Council. (A brief explanation of all important terms is included in Appendix 3 – Glossary of Terms).

1.2 From Land Use to Spatial Planning

Having adopted the Harrow Unitary Development Plan under the previous system, the Council is now 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. Its preparation will be participatory through continuous community engagement. The first major exercise to be undertaken by the Council is to produce this draft 'Local Development Scheme' (LDS) for Harrow, a 3-year project management plan which sets out the programme for the preparation of the LDDs. This will, however, also include indications of complete timetables for the adoption of all documents started within the first three years, and the review of all documents.

1.3 Commitment to greater Public Engagement

The production of the first Local Development Scheme in Harrow comes at an exciting time as the Council re-structures itself to deliver high-quality services through the New Harrow Project. With the emphasis on an area-based approach, appropriate opportunities will be taken in the LDF to complement the New Harrow Project. With enhanced and continuous community engagement a central tenet of the government's modernising agenda, producing the LDF will require a higher quality of community involvement than the previous system. The Council will set out the form this involvement will take in a 'Statement of Community Involvement' (SCI) (see 1.4 below). Although there is no statutory requirement for the Council to involve the community in the production of this LDS, reflecting the spirit of the new system, the Council is committed to providing the community with an opportunity to engage. It is vital that the LDS complements the strategies, programmes and initiatives of key stakeholders. Engaging them, as part of the initial community engagement process, is therefore essential.

1.4 Statement of Community Involvement (SCI)

Reflecting the fundamental and continuous role to be played by the community in preparing the Local Development Framework for the Borough, the Council is involving the wider community in the production of the LDS. The draft SCI will take account of any comments received from GOL, GLA, West London Alliance, other local planning authorities and strategic partners.

The LDS includes the timetable for preparing the Statement of Community Involvement (SCI). Mirroring the requirement for greater community involvement in the development control process, the statement will also include details on this. It will set out when and how the Council will involve the community and stakeholders in the preparation, alteration and review of all Local Development Documents and the processing of all development control applications. The SCI is not a Development Plan Document, but it will be subject to public examination. The detailed profile of the SCI is set out in Appendix 2 (LDD1 on page 23).

1.5 Objectives of the Local Development Scheme

The Local Development Scheme for Harrow sets out the development plans and other planning guidance that the Council will produce as part of the new Local Development Framework.

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 form the development plan for planning 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.

1.6 Aims of Central Government

The new system should enable early and speedy plan preparation that ensures that the Local Development Framework 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, and other Council strategies.

1.7 Local Development Scheme Publicity

This draft LDS will be available on the Council web site: www.harrow.gov.uk. It will also be advertised in the local newspapers and in the Council's newsletter. The Council will consider comments on the draft before submission to the Secretary of State for final approval. The approved LDS will be available on the Council web site, and copies will be available at the Urban Living Reception on the 3rd floor of the Civic Centre.

1.8 Current Development Plans for Harrow

Planning applications for development in Harrow are considered against the development plan policies contained in the Council's Harrow Unitary Development Plan (HUDP) (July 2004), and the Mayor of London's London Plan (the Regional Spatial Strategy for London) (February 2004). This LDS sets out the 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.

1.9 Maintaining continuity in the new system

In identifying the priorities for action in the LDS, due consideration has been given to the need to complete work that was already in progress prior to the commencement of the Act (i.e. 28th September 2004). 3 Supplementary Planning Guidance documents are currently well advanced in their preparation, the Harrow Town Centre Strategy, the Masterplan for Harrow on the Hill Station, and the planning brief for Honey Pot Lane. Officers are currently exploring whether these can readily be adopted as Supplementary Planning Documents, through the addition of Sustainability Appraisals. In order to secure the 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

All the planning documents in the LDF are called Local Development Documents (LDDs). The LDF will comprise (1) Development Plan Documents (DPDs) and (2) Supplementary Planning Documents (SPDs). 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 reasons behind identification of priorities in the LDS timetable.

2.2 Development Plan Documents (DPDs) (Statutory)

As the HUDP has only very recently been adopted, the Council considers that adoption of supplementary planning documents relating to that are the immediate priority. On completion of these the preparation of a programme for producing the Core Strategy and other DPDs that will replace the policies in the HUDP will become the high priority. The key issues to be addressed by the LDF and sustainability appraisal, including the underlying aim to promote and deliver sustainable development, remain much the same as in the adopted HUDP.

Based on the existing evidence base, and notwithstanding that certain further research needs to be undertaken, the Council considers that with the exception of waste, there are no compelling arguments for bringing forward a series of separate policy themes on, for example, housing, employment, or transport. The need for the Council to identify sites, for waste management, was identified by the Mayor and GOL in comments on the adopted HUDP, and is reflected in the last sentence of Paragraph 1.1 as being subject for early review. Details of the Waste Management DPD are set out in LDD2 on page 24.

Whilst similar comments were also made in relation to aspects of housing policy, it is considered that it would be expedient to await review of the London Plan on these matters and to deal with these issues in the Core Strategy DPD.

The above approach has also been further reinforced by the belief that the community may well engage more effectively when presented with the 'picture as a whole', in as few documents as possible.

The Council intends that the following Development Plan Documents (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 (Spatial Development Strategy) (LDD3 page25)
- (2) Site Specific Proposals (LDD4 page26)
- (3) Generic Development Control Policies (LDD5 page27)
- (4) Proposals Map (LDD6 page28)

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

2.3 Area Action Plans (AAPs)

The Council recognises the need to identify, for the purpose of Area Action Plans, those areas that are likely to experience significant pressure for change. The Council is likely to adopt the Harrow Town Centre Strategy as a Supplementary Planning Document rather than to proceed to an AAP at this time.

Within the 3-year period there may be a need to identify Area Action Plans that reflect the Council's new approach to area-based service delivery. These may follow further detailed examination of Census information, Index of Multiple Deprivation, and the Harrow Vitality Profiles. If any AAPs are identified, they will be brought forward for inclusion in the Scheme.

2.4 Supplementary Planning Guidance (SPG) and Supplementary Planning Documents (SPDs) (Non Statutory)

These are non-statutory documents, which will be approved by the Council following public consultation, but will not be subject to independent examination. The recently adopted HUDP requires supplementary planning documents to be prepared on the following issues: -

- 1) Sustainable Design and Construction (LDD7 Page29)
- 2) Mobility and Wheelchair Housing (LDD8 Page30)
- 3) Access for All (LDD9 Page31)
- 4) Affordable Housing (LDD10 Page32)
- 5) Air Quality (LDD11 Page33).

A significant amount of preparatory work on some of these issues had already been undertaken prior to the commencement of the new system.

The Council also recognizes the key emphasis in the new system is to effectively facilitate delivery of necessary development. To assist that process, an increased number of planning briefs should be prepared,

some probably relating to sites included in the 2004 London Housing Capacity Study. At this stage, however, no specific planning briefs have been identified for inclusion in the LDS.

2.5 Saved Documents

The LDDs identified in this LDS will provide the new planning policy framework at the local level. When adopted, they will replace the 'saved' HUDP policies and supporting SPGs. In the interim period up to the adoption of a new Local Development Framework, the Council will also save a number of documents, which are considered to be up to date. Having only adopted the Harrow UDP (HUDP) in July 2004, the Council considers that virtually all of the policies in the Plan are up-to-date, are consistent with Government guidance, and are in general conformity with the London Plan. The HUDP was automatically saved on the commencement date of 28th September 2004.

Table 1: Development Plans to be Saved

Title	Status	Life span	Timeframe for replacement
London Plan	Adopted February 2004	15 years	Partial review in 2006
Harrow UDP	Adopted July 2004	10 years	Will be saved until a new LDF is in place.

Supplementary Planning Guidance (SPGs) to be Saved

The following SPGs were adopted following extensive public consultation in line with the previous government advice in PPG12 and will therefore be 'saved'. The Council does not propose to replace them in the next three years.

1. Extensions: A Householder Guide – (Adopted March 2003)
2. Designing New Development (Approved 18 March 2003)
3. Development Brief – 201-9 Northolt Road (Adopted 9 September 2003)

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) replaced by the Mayor (in the case of the London Plan).

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

2.6 Linkages with other strategies

Government guidance on producing Community Strategies paved the way for a close integration with authorities development plans. Whilst the adopted HUDP took into account a wide range of Council and partners' strategies, plans and programmes, the preparation of the LDF will provide greater opportunities to be more up to date and more responsive to wider issues such as education, social inclusion, regeneration, economic

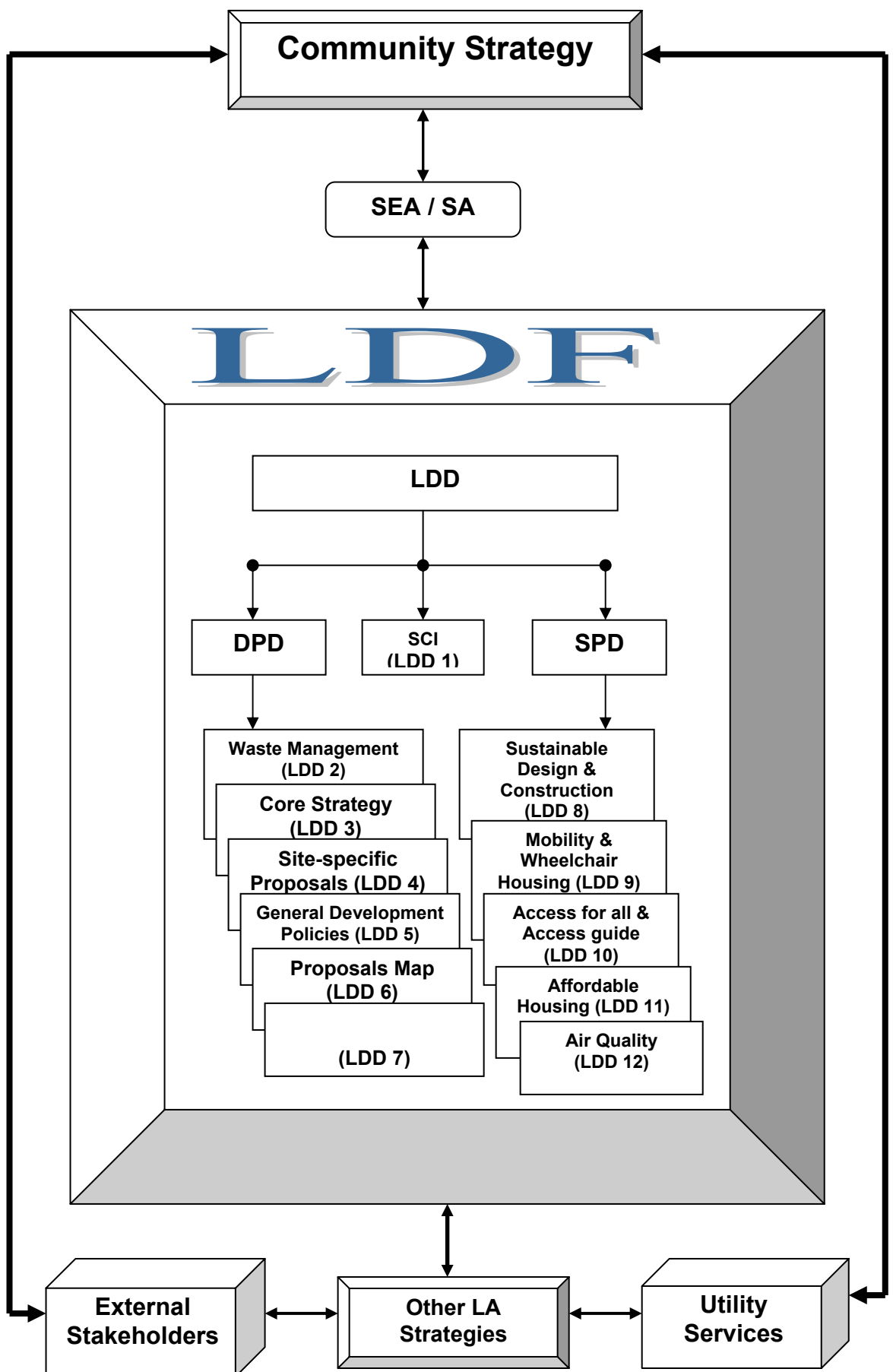
development, health, waste, biodiversity, crime prevention and environmental protection.

The Council is committed to producing statutory Development Plan Documents of high quality, in line with government expectations. Scrutiny of other strategies and discussions with partners and the community will help confirm the Local Development Documents required, including their priority.

Table 2: - Other Council Documents

Other Documents	Responsible Department	Status	Adoption Date	Comments
Community Strategy	Chief Executives Department (Strategic Partnership Unit)		May 2004	The focus areas of the strategy are children and young people, Greener Harrow,
Regeneration Strategy	Harrow Strategic Partnership (HSP) with the local community. It is possible that the Vitality Profiles work is the Regeneration Strategy			The four key areas in the Strategy are: 1.To maintain and improve business competitiveness 2.To improve social inclusion 3.To ensure environmental sustainability 4.To promote community development
Housing Strategy	Harrow Housing Quality and Choice - A decent home for all in Harrow Harrow Housing Statement 2002-7		2002-2007	Annually revised and updated
Harrow Vitality Profile		Non-Statutory	May 2004	A portrait of Harrow and its statistic. It is a joint initiative with key stakeholders.
Transport Local Implementation Plan	Transportation Section	Non Statutory	On-going	Will provide a framework for Harrow's and a vehicle TfL

Diagram 1 Portfolio of the Local Development Framework



2.8 General Conformity with the London Plan, and Conformity with the Council's Spatial Development Strategy

In producing DPDs and SPDs, the Council is required to identify a clear chain of general conformity, and this is included in the profile of individual LDD set out in Appendix 2. All the documents in the Local Development Framework must be in general conformity with the London Plan. It is, therefore, necessary for the various documents to conform as follows:

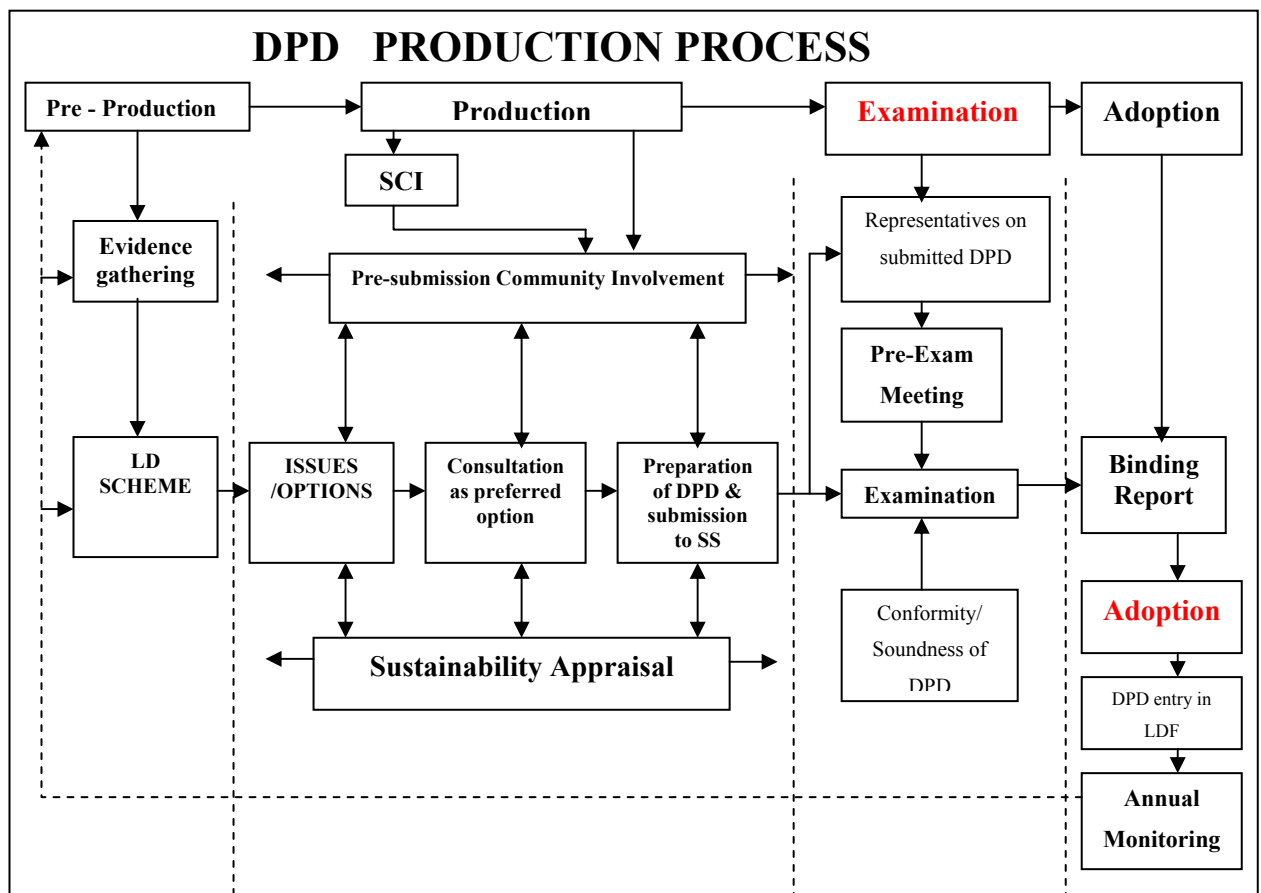
- (a) DPDs must be in general conformity with national planning policies;
- (b) DPDs and SPDs must be consistent with the Council's Spatial Development Strategy;
- (c) DPDs and SPDs must be in conformity with the Core Strategy or saved HUDP policies, and
- (d) SPDs must relate directly to policies included in adopted DPDs.

A statement of general conformity may be prepared by the Mayor where it is felt that a DPD is in general conformity with the London Plan. Otherwise, the Mayor will make representations which will be considered at the public examination.

3 PROJECT MANAGEMENT, TIMETABLE AND PRIORITY RATING

3.1 Key Stages of LDF preparation

Below is a schematic diagram of the key stages in the preparation of a DPD:



3.2 Timetable for LDD preparation

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

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 redress any deficiencies in the adopted HUDP,
- (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 and emerging Government Guidance,
- (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 Community Strategy.

In determining the priority order for the production of LDDs, the pros and cons of staggering production of the DPDs and SPDs was weighed up. On balance it is considered to be more cost effective and avoid unnecessary duplication of effort at the community involvement stage, if the Core Strategy, Site Specific Proposals, Generic Development Control Policies, and the Proposals Map are produced in parallel, even though they would not be dealt with at the same public examination.

Table 3: - Harrow LDDs Priority Rating

Document Title	Priority Rating				Comments
Statement of Community Involvement (SCI)	Ⓟ				<ul style="list-style-type: none"> ◆The SCI is expected to be adapted prior to the preparation of the LDF ◆It sets out how the Council will engage the public and stakeholders in the planning process ◆It will be under Scrutiny/checking by the Planning Inspectorate. ◆It is therefore important for the Council to give priority to its preparation and to commit available resources to it.
Core Strategy (Spatial Development Strategy)			☹		<ul style="list-style-type: none"> ◆Although this will set out the vision, objectives and spatial strategy for Harrow Council under the new planning regime, the newly adopted Harrow UDP is sufficiently robust to guide development in the foreseeable future. Its replacement will assume greater attention when new PPSs government advice becomes available.
Site-Specific Proposals			☹		<ul style="list-style-type: none"> ◆Site-specific proposals will be reviewed at the same time as the core strategy.
Generic Development Control Policies			☹		<ul style="list-style-type: none"> ◆ The current policies in the UDP are based on up-to- date government policies and advice and are in line with the London Plan. The need for revised policies would become more urgent when new Government advice and guidelines are published. It will set out criteria against which planning applications will be considered and will be in accordance to the core strategy.
Proposals Map.			☹		<ul style="list-style-type: none"> ◆ This will accompany the LDF and illustrate the LDF policies and proposals on a standard Ordnance survey map and will therefore assume the same priority.
Affordable Housing SPD	Ⓟ				<ul style="list-style-type: none"> ◆The need to increase the provision of affordable housing in London and in particular Harrow, is recognized at every level of government. An early consideration and preparation of affordable housing SPD will help to support and strengthen the Council's housing policies to ensure that more affordable housing is secured in future. <i>(need to refer to saved HUDP policy)</i>

Waste management DPD	Ⓟ					<ul style="list-style-type: none"> ◆ The Mayor considered that an early review of the Council's Waste Management Policy will mitigate any deficiencies identified in the current UDP. ◆ Where it is concluded that land should be safeguarded for waste purposes, the LDD on waste should indicate this, alongside the proposals map & Waste Local Plan (WLP). ◆ Policies to secure appropriate locations for waste management will be an integral part of the LDF process to spatially plan for policies that will be implemented on the ground. <i>(need to refer to saved HUDP policy)</i>
Mobility & Wheelchair Housing SPD						
Access for all & Access Guide SPD						
Air Quality SPD	Ⓟ					<ul style="list-style-type: none"> ◆ Preliminary work on an air quality SPD is being jointly considered with West London Boroughs. Harrow will continue to work with other London Borough and will ensure that air qualities measurements are taken into account of major schemes. <i>(need to refer to saved HUDP policy)</i>
Sustainable Design and Construction SPD	Ⓟ					<ul style="list-style-type: none"> ◆ The UDP indicated the need for explicit guide for development and construction industry. This is essential in the light of the increasing emphasis on sustainability <i>(need to refer to saved HUDP policy)</i>
Planning Briefs (various) SPD						

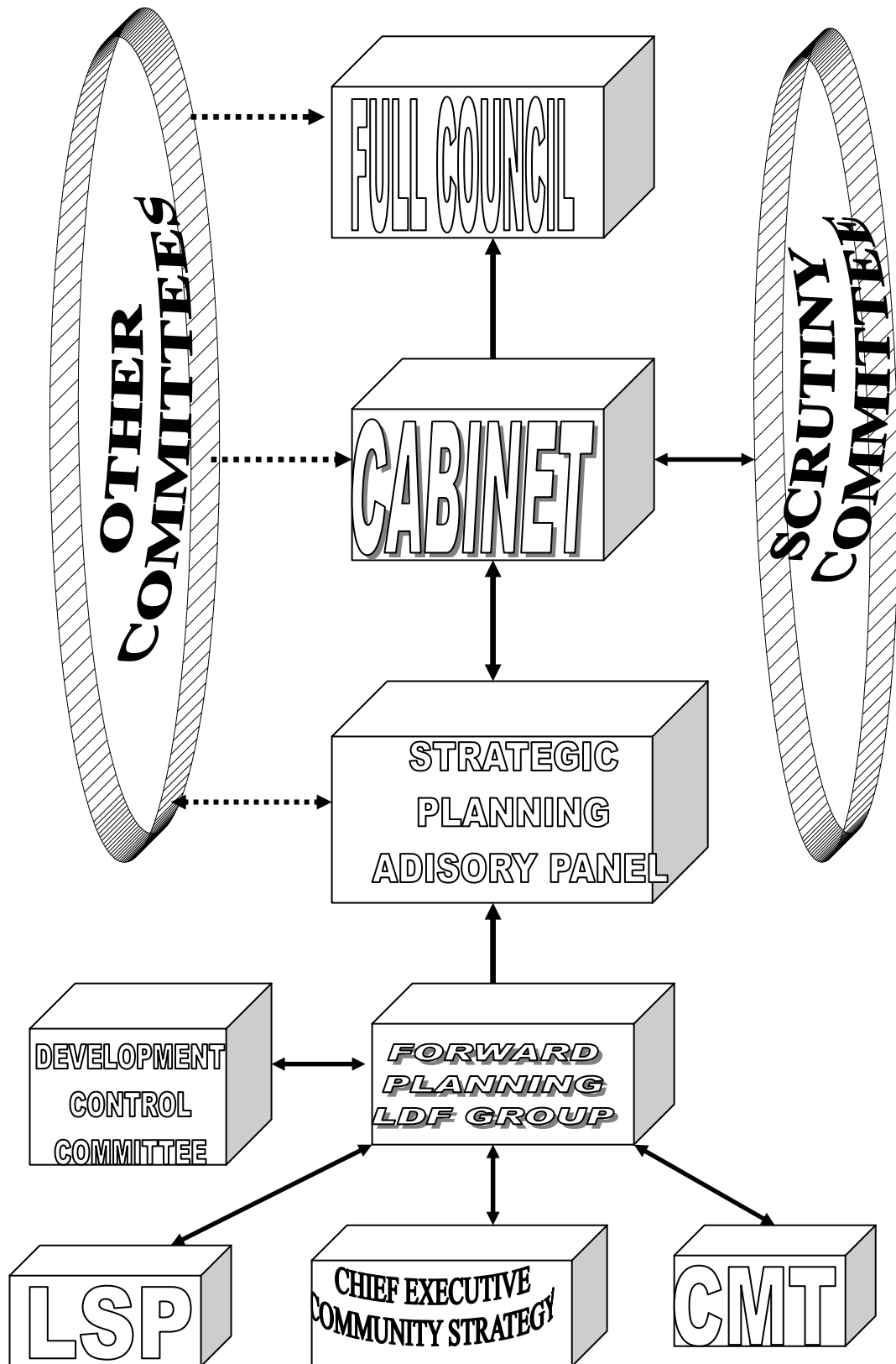
Key			
High priority	Ⓟ	High to Medium Priority	☺
Medium Priority	☺	Medium to Low Priority	☹
Low Priority	⦿		

3.4 Decision making Procedures

Harrow Council operates a Cabinet Structure. The Cabinet is responsible for agreeing the contents of the each Local Development Document. The Council has also established a Strategic Planning Advisory Panel with the sole purpose of overseeing the preparation and implementation of the Local Development Scheme and making recommendations to the Cabinet. The Panel is also able to refer some of the documents to other Committees, such as the Development Control Committee, for comment as appropriate. 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 documents to be submitted to the Secretary of State, and their adoption.

Dates of necessary meetings have been programmed into the timetable for producing each LDD

Diagram 3 - LSP and CMT in full and define



LSP Local Strategic Partners
CMT Corporate Management Team

3.5 Assessment of Resources Needed

The Council has recognised the importance of setting up a dedicated team to deliver the LDF, and for this to be properly resourced through additional posts. Appropriate acknowledgment has also been paid to the range of skills that will be required to deliver the new system. Each of the LDDs identified in this LDS will be prepared on a project basis with the Team being led by a lead officer. In most cases including the Core Strategy and Site Proposals, production of the LDD will require expertise from different disciplines beyond the core LDF team, in other Council services, and external stakeholders. The LDF team currently has 5 full time staff in post, led by a Group Planner, and is supported by a Research and Information team. With recent appointments the staff resource available to support the LDF process is:

Group Planner	1
Principal Policy Planner	1
Planner	1
Assistant Planner	1
Trainee Planner	1
Research and Information Team	4

There is a vacancy for a second Principal Policy planner and this should help to address some of the difficulties experienced in terms of staffing. In addition to the team of professional planners and the Research and Information team, the Council will harness the expertise of appropriate member of staff from other disciplines such as local planning, conservation, landscape, transportation, development control, housing, social services, education, leisure and environmental health. The need to collaborate with local strategic partners, West London Alliance and other stakeholders will assist the process of preparing the various LDDs and SPDs required.

Efficient preparation of the LDS will partially determine the level of the next Planning Delivery Grant (PDG) the Council receives. Future PDG will in part be linked to the effective delivery of the LDS programme. Any further future PDG received will enhance the ability of the Council to engage external assistance. It may also be appropriate to allocate staff with expertise in public consultation to facilitate, during intensive periods of community involvement. The team responsible for LDF will need to engage in constant dialogue with LA colleagues and key stakeholders to ensure that it complements other strategies and avoid duplication of work or public engagement overload.

3.6 Risk Assessment

The process of preparing the LDF is not free from risk. The main risks are:

Teething problems, and legal challenges on procedures – as with any new system which is substantially different to its predecessor, it is unrealistic to expect that there will be no teething troubles. This view has been endorsed by Government Office for London and the Planning Inspectorate in the lengthy lead-in to the commencement of the 2004 Act. Accordingly, it will be important that close contact is maintained with other authorities,

GOL, ODPM and other agencies to share and learn from experiences. In particular, avoiding significant delays will be crucial to delivery against the LDS programme. In addition, appropriate Legal support needs to be available, and it will be important to monitor good practice and case law as it develops in order to minimise the likelihood of legal challenge.

The “soundness” of DPDs – the risks will be reduced by the contribution of the Council’s Legal Services or external expertise, together with thorough on-going dialogue with GOL, GLA and the Planning Inspectorate. This testing process will involve scrutiny that ensures that each DPD is based on a sound evidence base, has been developed in line with the standards of community and stakeholder involvement set down in the SCI, and provides high quality guidance to assist the determination of planning applications. This should minimise the scope for delay, which would be caused if there were significant inadequacies in DPDs.

Staffing levels – attempts are being made to fill a newly created post of Principal Planner. If the current re-advertisement fails to attract, or another member of staff leaves, appropriate consideration will be given to the temporary employment of contract staff.

Community involvement – in securing effective community involvement and rigorous examination of the LDDs produced, the Council acknowledges the part to be played by bodies outside of its direct control. Appropriate involvement may require extended periods, which allow community groups to properly consult their members, but needs to be balanced against the likelihood of reducing the amount of public oppositions and representations on LDDs.

Independent examination of DPDs – the Inspectorate will need to be able to programme independent examination of LDDs, which are consistent with the LDS timetable. To avoid the possibility of unnecessary delays, regular contact will be maintained with the Inspectorate. A Service Level Agreement (SLA) will be signed once this LDS has been approved.

Engagement with Internal / External strategies – Assessing the risk on matters within the Council’s control, and adequately addressing them, include concerns about dovetailing Community Strategy and LDD engagement processes. For external strategies, such as the review of London Plan, synchronising LDD production wherever possible will be challenging. Co-ordinating production of the joint DPDs or SPDs with other local planning authorities will need to be carefully planned, including with regard to enduring that as consistent a process of community involvement as possible is undertaken in each authority. Ensuring that necessary research is completed to inform LDD production involves firm control of each project.

3.7 Meeting Public Service Agreement 6 (PSA6).

Public Service Agreements are targets set by the government to ensure value for money from public services and that outcomes are delivered in return for resources. PSA6 relates to planning performance and originally required that an LDF to be in place by 31/3/2007. The project management plan clearly sets out the key milestones to be achieved by 31 March 2007, as set out in Planning Policy Statement (PPS)12. The programme of documents to be produced incorporates sustainability appraisal /strategic environmental assessments processes designed to deliver the most

appropriate development consistent with sustainable development principles. PSA6 requires each authority to meet the key milestones identified in their LDS.

4 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.

Survey information, which the Council considers is required to support the preparation of DPDs includes those listed in the table below:

Even though the recently adopted HUDP was prepared against a strong evidence base, all national Planning Policy Guidance Notes (PPGs) have been re-examined to help identify any information gaps. Equally importantly, 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. Accordingly, the London Plan has similarly been scrutinised to help identify the full range of information which will be required to support the LDF.

Table 4: - Information Required for LDS in the LDF Process

TITLE	INFORMATION REQUIRED	COMMENTS
Population	<ul style="list-style-type: none"> •the size and distribution of the population •population and household structure •ethnic composition •workforce •social groups •demographic trends, forecast & estimates 	<p>The 2001 Census is still current and this will provide some of the necessary demographic information. ONS & GLA demographic data and projections at national and district and ward levels are also available</p>
Town centre & Retail	<ul style="list-style-type: none"> •Retail needs assessment and retail expenditure patterns •An assessment on the vitality and viability of town centres and •Town centre health check •Town centre retail need study •retail expenditure patterns •land supply for other town centres uses and impacts •change of use in town centre •Identify & evaluating sites opportunities •Mixed use development and re-intensification of areas •local retail need Assessment 	<p>Research is being carried out for Harrow Metropolitan Centre and this study will meet the information need for town centres. There may be a need for similar studies regarding the District and local Centres. Ongoing pedestrian flow counts, town centre health checks, and retail frontages are a rich source if information. These are regularly up dated.</p>
Employment	<ul style="list-style-type: none"> •Qualitative and quantitative assessment of employment land and buildings •Existing Office Capacity (floor space) •Assessment of future supply and demand for employment land •Employment Capacity Study •Strategic Employment Locations •Industrial Locations & Business Retail Parks •Income 	<p>A comprehensive assessment of the industrial land and other employment sites. This may result in the need for additional research and the appointment of consultants to undertake this task is being considered. CACI yearly income data and ONS New earning Survey Other sources of information include: the Council Land Use survey Information and Property Database</p>
Office	<ul style="list-style-type: none"> •demand & supply of new office development •space requirements for office accommodation. •Ages and condition of premises •Rental levels •Vacancy levels 	<p>This may result in the need for additional research and the appointment of consultants to undertake this task is being considered. Other sources of information include: the Council Land Use survey Information and Property Database</p>
Housing	<ul style="list-style-type: none"> •Housing land, supply and demand •Housing needs assessments •Housing Capacity Assessment •Housing land identification •Private and public sector housing •Housing stock conditions & quality •House price level & affordability •Housing Permissions & Completions •Housing density •Private and Public Sector Housing 	<p>The Council already has a useful housing data, information and database at its disposal. This together with the London wide housing capacity study undertaken by the GLA would be used as a baseline in the preparation of the LDF. Housing Needs Surveys will normally cover information</p>

	<ul style="list-style-type: none"> •Student Accommodation and Hostels •Lifetime and Accessible Homes •HMOs and Special Needs Homes 	<p>about the supply and demand for affordable housing. However this needs regular up dates. Information on private sector housing, pattern of development, density and houses prices will be required to supplement existing data.</p>
Open Space & Allotment	<ul style="list-style-type: none"> •supply, demand and distribution of open spaces •identification of areas of open space deficiency •Quantitative & qualitative assessment of open spaces and allotments •Review of designated open spaces & allotments •Users Needs Assessment 	<p>Information on the quality and quantity of Open Spaces & Allotment will underpin environmental quality of life. Strategic Leisure is undertaking an open space study on behalf of the Council and this research will address the LDF information need. In-house assessment will be carried out to argue the information provided by consultant</p>
Community Services & facilities	<ul style="list-style-type: none"> •availability, distribution & supply of a range of educational and health facilities, •demand and supply of communities facility in the borough •demand and supply for other community and social infrastructure •local facilities including those catering for ethnic minorities •demand and supply for other communities. •distribution and supply of public services 	<p>Resources: London development database, PPGs (3, 6,13,17) and draft PPSs (6,12) Other sources of information include: the Council Land Use survey Information and Property Database</p>
Transport & Accessibility	<ul style="list-style-type: none"> •Review existing accessibility zones with latest census & public transport services •Up to date accessibility zone maps •current transport patterns and likely future proposals •transport accessibility •car parking provision •relationship between work and residential development 	<p>The transportation unit undertakes a regular local transport assessment and it is unlikely that the LDF will lead to the demand for a major research or additional data analysis. A regular up date and data provided by the Transportation team will inform the LDF process.</p>
Waste	<ul style="list-style-type: none"> •Amount of waste arising •Capacity of existing waste facilities •New waste management facilities, types & location •Different types of management facilities •Capacity of landfill sites •Land identification 	<p>Information is kept on the amount of waste generated but we may need to carry out an assessment of land suitability assessment for new waste management facilities. The GLA are currently working with Borough on waste matters and this will feed into the LDF process. The Council may need to carry out a waste management assessment to identify suitable sites in the Borough. The possibility of joint working with neighbouring Boroughs on this issue is being explored.</p>

Leisure Facilities	<ul style="list-style-type: none"> •Assessment of Capacity of existing leisure facilities •Supply and demand of new leisure facilities •Location of facilities •Land identification to meet future demand 	A comprehensive audit of leisure facilities is being undertaken and regular monitoring will enable the Council to address information deficiency on this issue
---------------------------	---	--

5 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. The Council will carry out a wider sustainability appraisal (SA) of each of the Local Development Documents which form part of the LDF. This 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.

The SEA/SA 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.

The Council's LDF will need to be supported by SEA and SA available for consultation at the same time as each 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 final sustainability appraisal will be submitted to the Secretary of State and also form part of the LDF that will be subject to examination in public. It would also be a parameter to test the soundness of each Development Plan Document.

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 end of December 2005. The AMR will provide 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. 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.

The AMR will include, amongst other things, information as indicated in table below:

Table 5: Issues for Annual Monitoring

Topic	Issues
Housing	uptake of 'brownfield' land housing needs surveys housing provision, density and affordable units; urban capacity, and other Borough land-use data
Town centres	changes of use in town centres; employment uses;
Transport	transport provision and accessibility;
Employment	key socio-economic indicators e.g. population and employment trends;
Built & natural environment	open space and landscape quality; built environmental quality; nature conservation and biodiversity; generation and use of renewable energy; contaminated land, waste management, air quality, noise and flood protection
Community Facilities	provision of community facilities;

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.

GANTT Chart is to be inserted here as Appendix 1)

LDD1: Statement of Community Involvement	
Document details	
Purpose and content	Sets out how continuous community involvement will be achieved in the preparation of all Local Development Documents, and in relation to significant development control applications and the standards to be achieved.
Status	Not a Development Plan Document but subject to public consultation and examination
Geographic coverage	Borough wide
Chain of conformity	The Statement of Community Involvement will be in conformity with the Regulations and with Harrow Community Strategy.
Key milestones	
Commencement of document preparation	Month/year
Public participation on preferred options and sustainability appraisal report	Month/year
Submission of DPD and sustainability appraisal report to SoS	Month/year
Pre-examination meeting	Month/year
Commencement of examination	Month/year
Adoption and publication of DPD and revised proposals map	Month/year
Arrangements for production	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	As set out in the Regulations
Post production	
Monitoring and review mechanisms	Will be monitored on an annual basis and reviewed formally every 3 years. Monitoring may highlight the need for early review.

LDD2: Waste Management	
<u>Document details</u>	
Purpose and content	To set out a waste management strategy for the borough in the context of the West London Sub Region, and to identify sites for new facilities
Status	Development Plan Document
Geographic coverage	West London Sub-Region
Chain of conformity	The Waste Management DPD will be in conformity with the Core Strategy.
<u>Key milestones</u>	
Commencement of document preparation	Month/year
Public participation on preferred options and sustainability appraisal report	Month/year
Submission of DPD and sustainability appraisal report to SoS	Month/year
Pre-examination meeting	Month/year
Commencement of examination	Month/year
Adoption and publication of DPD and revised proposals map	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	The Waste Management DPD will be monitored through the Annual Monitoring Report. This will determine its effectiveness and the extent to which it is achieving its objectives.

LDD3: Core Strategy	
<u>Document details</u>	
Purpose and content	The 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 be in general conformity with RPG9, the London Plan, the West London Sub-Regional Development Framework and national PPGs/PPSs. All other LDDs will conform to the Core Strategy.
<u>Key milestones</u>	
Commencement of document preparation	Month/year
Public participation on preferred options and sustainability appraisal report	Month/year
Submission of DPD and sustainability appraisal report to SoS	Month/year
Pre-examination meeting	Month/year
Commencement of examination	Month/year
Adoption and publication of DPD and revised proposals map	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	Annual monitoring of core policies will be undertaken as part of the AMR and will include information on baseline indicators identified through the SA/SEA process. This will determine their effectiveness and the extent to which the Core Strategy is achieving its objectives. The Core Strategy will be reviewed and updated as and when appropriate.

LDD4: Site Specific Proposals	
<u>Document details</u>	
Purpose and content	Allocates sites for development and sets out policies against which planning applications for the development and use of the land and buildings will be considered.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	Site Specific Proposals will be in conformity with the Core Strategy.
<u>Key milestones</u>	
Commencement of document preparation	Month/year
Public participation on preferred options and sustainability appraisal report	Month/year
Submission of DPD and sustainability appraisal report to SoS	Month/year
Pre-examination meeting	Month/year
Commencement of examination	Month/year
Adoption and publication of DPD and revised proposals map	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
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.

LDD5: Generic Development Control Policies	
<u>Document details</u>	
Purpose and content	Provide criteria-based policies against which all development will be assessed to ensure that it meets the vision and strategic objectives.
Status	Development Plan Document
Geographic coverage	Borough wide
Chain of conformity	Generic Development Control Policies will be in conformity with the Core Strategy.
<u>Key milestones</u>	
Commencement of document preparation	Month/year
Public participation on preferred options and sustainability appraisal report	Month/year
Submission of DPD and sustainability appraisal report to SoS	Month/year
Pre-examination meeting	Month/year
Commencement of examination	Month/year
Adoption and publication of DPD and revised proposals map	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	Generic Development Control Policies will be monitored through the Annual Monitoring Report. This will determine their effectiveness and the extent to which the policies are achieving their objectives. The DPD will be reviewed and updated as and when appropriate

LDD6: Proposals Map	
<u>Document details</u>	
Purpose and content	Illustrates the geographical 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.
<u>Key milestones</u>	
Commencement of document preparation	Month/year
Public participation on preferred options and sustainability appraisal report	Month/year
Submission of DPD and sustainability appraisal report to SoS	Month/year
Pre-examination meeting	Month/year
Commencement of examination	Month/year
Adoption and publication of DPD and revised proposals map	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	The map will be revised every time a new DPD is adopted. 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.

LDD7: Sustainable Design and Construction	
<u>Document details</u>	
Purpose and content	To promote sustainable design and construction by encouraging planning applications to take into consideration approaches and technologies that promote and enhance mainstream sustainable development.
Status	Supplementary Planning Document
Geographic coverage	Borough wide
Chain of conformity	The Sustainable Design and Construction SPD will be in conformity with the Core Strategy and relevant Development Plan Document(s).
<u>Key milestones</u>	
Draft SPD and sustainability report issued for public participation	Month/year
Adoption and publication of document	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	The Sustainable Design and Construction SPD will be monitored through the Annual Monitoring Report. This will determine its effectiveness and the extent to which it is achieving its objectives. The SPD will be updated as and when appropriate.

LDD8: Mobility and Wheelchair Housing	
<u>Document details</u>	
Purpose and content	To ensure that all proposals for residential development address the needs of disabled people through the design and location of buildings that are adaptable and capable of use by wheelchair users.
Status	Supplementary Planning Document
Geographic coverage	Borough wide
Chain of conformity	The Mobility and Wheelchair Housing SPD will be in conformity with the Core Strategy and relevant Development Plan Document(s).
<u>Key milestones</u>	
Draft SPD and sustainability report issued for public participation	Month/year
Adoption and publication of document	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	The Mobility and Wheelchair Housing SPD will be monitored through the Annual Monitoring Report. This will determine its effectiveness and the extent to which it is achieving its objectives. The SPD will be updated as and when appropriate.

LDD9: Access for All	
Document details	
Purpose and content	??????
Status	Supplementary Planning Document
Geographic coverage	Borough wide
Chain of conformity	The Access for All SPD will be in conformity with the Core Strategy and relevant Development Plan Document(s).
Key milestones	
Draft SPD and sustainability report issued for public participation	Month/year
Adoption and publication of document	Month/year
Arrangements for production	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
Post production	
Monitoring and review mechanisms	??????

LDD10: Affordable Housing	
<u>Document details</u>	
Purpose and content	To support and strengthen the Council's housing policies to ensure that more affordable housing is secured in future. Will set out the Council's preferred approach to the provision of affordable housing within the borough.
Status	Supplementary Planning Document
Geographic coverage	Borough wide
Chain of conformity	The Affordable Housing SPD will be in conformity with the Core Strategy and relevant Development Plan Document(s).
<u>Key milestones</u>	
Draft SPD and sustainability report issued for public participation	Month/year
Adoption and publication of document	Month/year
<u>Arrangements for production</u>	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
<u>Post production</u>	
Monitoring and review mechanisms	The Affordable Housing SPD will be monitored through the Annual Monitoring Report. This will determine its effectiveness and the extent to which it is achieving its objectives. The SPD will be updated as and when appropriate.

LDD11: Air Quality	
Document details	
Purpose and content	To set out strategies to minimise emissions of key pollutants and reduce concentrations to levels at which no, or minimal, effects on human health are likely to occur.
Status	Supplementary Planning Document
Geographic coverage	Borough wide
Chain of conformity	The Air Quality SPD will be in conformity with the Core Strategy and relevant Development Plan Document(s).
Key milestones	
Draft SPD and sustainability report issued for public participation	Month/year
Adoption and publication of document	Month/year
Arrangements for production	
Which organisation/department of the Authority will lead the process	The Forward Planning team
Management arrangements (e.g. steering group)	
Resources required to produce the LDD, including specifying resources committed from external stakeholders	
Approach to involving stakeholders and the community	This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engagement.
Post production	
Monitoring and review mechanisms	?????

GLOSSARY OF TERMS**Annual Monitoring Report (AMR):**

Area Action Plans (AAP): Development Plan Documents that will be used to provide a planning framework for areas of change and conservation.

Community Strategy:**Corporate Management Team (CMT):**

Development Plan: This will consist of the spatial development plan for London (London Plan 2004) and 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:**Harrow Strategic Partnership (HSP):**

Harrow Unitary Development Plan: 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".

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. All plan-making authorities must submit a Local Development Scheme to the First Secretary of State for approval within six months of the commencement date of the Act (28th September 2004).

London Plan: The Mayor's spatial development strategy for London.

Planning Delivery Grant (PDG):

Planning Inspectorate:

Planning Policy Statement (PPS): an expression of government policy on an individual planning topic e.g. PPS12 deals with local development frameworks. The government intends to replace its current 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.

Saved Plans, Policies and Supplementary Planning Guidance: The transitional arrangements that allow for existing adopted plans (and their constituent policies), and 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 will set 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 will also set out how the local planning authority intends to achieve those standards. The statement of community involvement will not be a development plan document but will be subject to independent examination. 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.

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 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 intends to replace unitary development plans with local development frameworks.

Appendix 4 – Programme for replacement of existing policies (to be added)