

Committee: Borough Plan Advisory Committee

Date: 11 June 2009

Agenda item: 5

Wards: All

Subject: Revision of Merton's Local Development Scheme

Lead officer: Head of Sustainable Communities, Rod Lyons

Lead member: Cabinet Member for Planning and Traffic Management; Cllr William Brierly

Forward Plan reference number:

Contact officer: Principal Planner (Research and Information), Tara Butler

Recommendations: That the Committee consider and comment on the content of the report and the recommendations for Cabinet and Council as shown below.

- A. **Cabinet:** That, having regard to any comments/ recommendations arising from consideration by the Borough Plan Overview and Scrutiny Panel, Cabinet consider and recommend to Council the adoption of the revisions to Merton's Local Development Scheme for submission to the Secretary of State.
- B. **Council:** That, having regard to any comments/ recommendations arising from consideration by Cabinet, Council considers and approve the revisions to Merton's Local Development Scheme for submission to the Secretary of State.
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1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. This report concerns the sixth revision of Merton's Local Development Scheme (LDS). The LDS is the three-year project plan for the new development plan for the borough, Merton's Local Development Framework (LDF). The LDS sets out what planning policy Merton Council will be producing between now and 2012.
- 1.2. The LDS needs to be updated for the following reasons:
- In order to be in compliance with national guidance to have an up-to-date timetable in the LDS for the preparation of the LDF documents. Without an up-to-date timetable in the LDS, LDF documents will not be found 'sound' by the Planning Inspector thus resulting in lengthy delays for Merton to progress with the preparation, development and adoption of the LDF.
 - To include the timetable for the preparation of the **Core Strategy, Morden Area Action Plan (MoreMorden)** and a copy of the already agreed timetable for the **Joint Waste DPD** for Sutton, Croydon, Kingston upon Thames and Merton.
 - To exclude the timetables for the preparation and development of SPDs, which is in accordance with national guidance.

1.3. Merton's revised LDS is attached as appendix one.

2 DETAILS

2.1. New national planning guidance for developing Local Development Framework (LDF) documents, Planning Policy Statement 12: Local Spatial Strategies (PPS12), was published by the Department of Communities and Local Government (DCLG) in July 2008. PPS 12 deals with providing guidance on how local authorities should prepare, develop and adopt LDF documents. PPS 12 makes clear that in order for a LDF to be found 'sound' by the Planning Inspectorate and subsequently adopted by the London Borough of Merton, the DPD must be prepared and completed in accordance with an up-to-date Local Development Scheme.

2.2. The timetable in Merton's existing Local Development Scheme (LDS) [2008] for the development of the LDF is not currently what the forthcoming LDF is being prepared too. Therefore unless the timetable in the LDS is updated with the current timetable that Merton is working to, the forthcoming Core Strategy will not be found 'sound' by the Planning Inspectorate. This will result in lengthy delays with Merton progressing with the preparation, development and adoption of the LDF.

2.3. Following the concerns of significant policy and soundness concerns raised by consultation on Merton's Preferred Options LDF by the Government Officer of London (GOL) and the Greater London Authority (GLA) in the summer of 2007, this has resulted in lengthy delays to the existing timetable. The main issues raised by GOL and the GLA were concerning:

- the overall target for the requirement of affordable housing provision;
- the evidence base - the need to complete a Strategic Flood Risk Assessment and Housing Need and Supply Assessments;
- the need to provide additional guidance on the deliverability and implementation;
- that a revised Core Strategy DPD should include greater spatial policy guidance and more locally distinctive policy to emphasis places and areas in the Borough.

2.4. Ultimately as a result of this significant change required to the LDF, Merton Council was advised that further public consultation on Merton's Core Strategy was necessary.

2.5. The policy and soundness issues raised by GOL and GLA are not distinct to Merton and are typical of the concerns that have been raised against other authorities both in London and across England.

2.6. This proposed revised LDS includes the timetable for the preparation, development and adoption of Morden Area Action Plan (MoreMorden) and a copy of the already agreed timetable for the Joint Waste DPD for Sutton, Croydon, Kingston upon Thames and Merton.

2.7. To note, in accordance with PPS12 the timetables for the development of Supplementary Planning Documents (SPDs) do not have to be included in LDSs. Therefore this proposed Local Development Scheme only makes

reference to the SPDs/ SPGs (Supplementary Planning Guidance) already completed by the London Borough of Merton.

- 2.8. Following approval of this report by Cabinet and Council it will be referred to the Mayor of London for approval. Then the Council being asked to formally adopt a revised LDS in the autumn of 2009..
- 2.9. The new timetable setting out the key milestone dates for the preparation, development and adoption of the LDF documents which is incorporated in Merton's Draft LDS (6th edition) is set out in the table below (Table 1).

| Table 1: Merton's Local Development Scheme | | | | |
|---|----------------------------|-------------------|----------------------------------|-------------------------------|
| LDF Document | Consultation | Submission | Examination | Adoption |
| Core Strategy DPD | September/ October 2009 | June 2010 | November 2010 to January 2011 | May 2011 |
| Development Control DPD | June/July 2012 | March 2013 | June 2013 | March 2014 |
| Morden Area Action Plan | November/ December 2010 | February 2011 | July 2011 | October 2011/ January 2012 |
| Joint Waste DPD | July to October 2009 | June 2010 | December 2010 | September 2011 |

3 ALTERNATIVE OPTIONS

- 3.1 Towards producing a sound Core Strategy that meets all the necessary procedural requirements, there are no credible alternative options to revising the LDS.
- 3.2 There is an alternative option to adjust the timetable as set out in the LDS and summarised on paragraph 2.9 of this report; it would still require revision of the LDS to bring the alternative timetable into effect.

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. Beyond Merton Council, the Government Office for London (on behalf of the Secretary of State) and the Greater London Authority were consulted prior to the preparation of this report.

5 TIMETABLE

- 5.1. As stated in the body of this report.

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. There are no financial, resource and property implications for this purpose of this report.

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. The procedures set out in this report comply with statutory provisions as set out in the new Planning Bill 2008 and the Planning Compulsory Purchase Act 2004, associated Regulations and guidance.

8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

8.1. There are no human rights and equalities implications for this purpose of this report.

9 CRIME AND DISORDER IMPLICATIONS

9.1. There are no crime and disorder implications for this purpose of this report.

10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

10.1. There are no risk management or health and safety implications for the purpose of this report.

11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

11.1. The Draft Local Development Scheme May 2009.

12 BACKGROUND PAPERS

The papers use to compile this report were:

- PPS12 and Companion Guide; DCLG 2008
- New Planning Bill 2008
- Town and Country Planning (Local Development) (England) Regulations 2004
- Merton's Statement of Community Involvement (July 2006)

(both available at the DCLG website: <http://www.communities.gov.uk/>)

- C. **Cabinet:** That, having regard to any comments/ recommendations arising from consideration by the Borough Plan Overview and Scrutiny Panel, Cabinet consider and recommend to Council the adoption of the revisions to Merton's Local Development Scheme for submission to the Secretary of State.
- D. **Council:** That, having regard to any comments/ recommendations arising from consideration by Cabinet, Council considers and approve the revisions to Merton's Local Development Scheme for submission to the Secretary of State.
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Appendix 1

Borough Plan Advisory Committee – 11th June 2009

Cabinet - 22nd June 2009

Council – 8th July 2009

MERTON'S Draft LOCAL DEVELOPMENT SCHEME

The project plan for Merton's Local Development Framework

6th edition, May 2009

FOREWORD

The Government has introduced legislation for the reform of the system under which development plans are prepared and adopted (the Planning and Compulsory Purchase Act 2004 plus revisions). The new style development plan is called a Local Development Framework (LDF).

The new system came into operation in September 2004. One of its requirements is that each local planning authority must publish a Local Development Scheme (LDS) setting out the programme for the production of its Local Development Framework.

The format of this document follows Government advice and this LDS provides a framework for the preparation of Merton Council's LDF over the next three years. The LDS will be monitored through Merton's Annual Monitoring Report and updated if necessary; other revisions may also occur if required.

May 2009 (6th edition)

For further information on Merton Council's LDS and the new development plan system please contact:

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Copies of the LDS are available on the Council's website at;
www.merton.gov.uk/planning

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1. CONTEXT

- 1.1 All local planning authorities are required to draw up a development plan for their area. This plan sets out the local authority's policies and proposals for the development and other uses of land.
- 1.2 The Government introduced a new planning system through **the Planning and Compulsory Purchase Act** which came into effect in September 2004. Under the new Act, Merton Council has to replace its current plan (the Unitary Development Plan, adopted in October 2003) with a **Local Development Framework** (LDF) and to have reached an agreed stage in that process by March 2007.
- 1.3 On 26 November 2008, the **Planning Act 2008** was granted Royal Assent. The new Planning Bill, amongst other changes, makes further reforms to the town and country planning system.
- 1.4 The reforms to the town and country planning system include improving the Local Development Plan system by removing minor procedures, placing a duty on local authorities to ensure that their Development Plans take action on climate change, to achieve a high standard of design, streamlining procedures in Development Control and making changes to the planning appeals process.
- ~~1.4.5~~ 1.5 In June 2008, the Department of Communities and Local Government published **Planning Policy Statement 12 (PPS12): Local Spatial Strategies** which, in conjunction with the Plan Making Manual, replaces Planning Policy Guidance 12: Local Development Frameworks. The principle aim of PPS12 is to make the plan making system more efficient. The main changes include:
- **Providing local authorities with more flexibility** - with the number of documents to be produced and with the preparation of documents;
 - **Infrastructure Planning** - placing more emphasis on local authorities for the need to look at future infrastructure requirements; and the,
 - **Tests of Soundness;** Simplifying the tests of soundness by prioritising the need for plans to be 'Flexible', 'Justified' and 'Consistent' with national policy.
- 1.6 The **Local Development Scheme** is the project plan for the LDF. It will set out what will be contained in Merton's LDF, the timetable for producing the different documents, and when the local community and other organisations are going to be consulted on their priorities for the borough.

1.7 Under the new system, the Government is encouraging early community consultation and involvement in creating the plans that will affect their local area. An essential part of the LDF is the **Statement of Community Involvement**, which will set out how the community can be actively involved in the development planning process. The Statement of Community Involvement will also link the planning process with the Council's overall Community Plan.

1.8 Because Merton's Unitary Development Plan has recently been adopted many policies still function satisfactorily. However, Merton Council must make sure its policies are in line with the London Plan and the latest Government guidance; this will be reflected as Merton's UDP is replaced by the LDF.

1.9 The Local Development Scheme will be the subject of consultation with selected key local partners, including the Greater London Authority, and agreed by the Government Office for London, before it can receive the formal approval of the Council. Following approval, the milestone dates in the Scheme will be incorporated in the Council's Performance Plans.

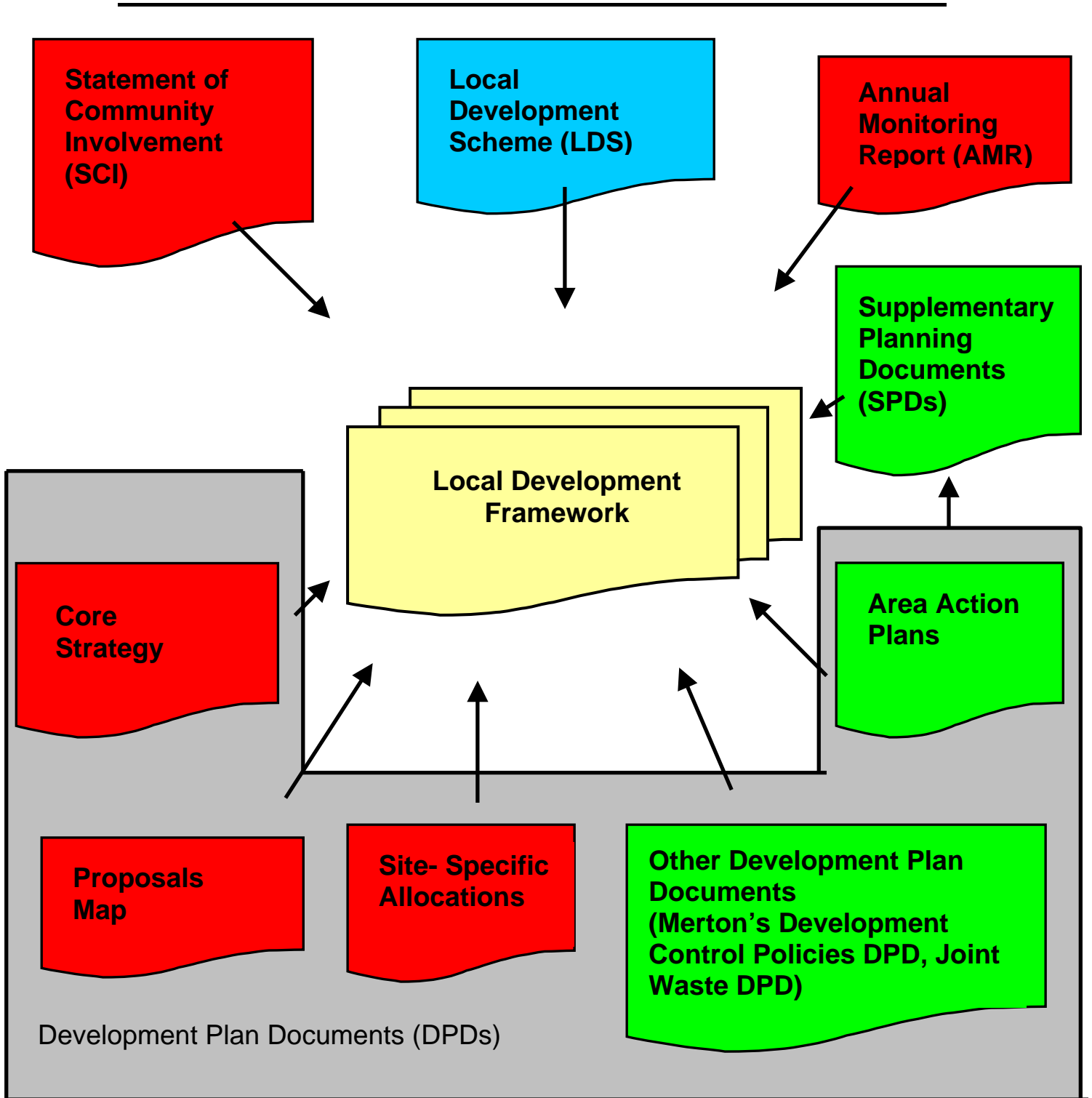
1.10 The Scheme covers the following matters:

- The **Local Development Documents (LDDs)** to be produced and the linkages between them;
- A series of schedules, one for each LDD, itemising the following:

- Purpose
 - Status
 - Content
 - Geographical coverage
 - Whether to be produced jointly with another local planning authority
 - Time period
 - Review timescale
 - Target milestones and completion dates
 - Extent to which it replaces any part of the Unitary Development Plan;
- How the project management of the LDDs will be handled; and,
 - The basis for monitoring progress on the production of LDDs and for reviewing the Local Development Scheme.

The terms used in the Scheme, including "Local Development Document" and "Development Plan Document", are defined in the Glossary in Appendix 4.

Fig. 1 Merton's Local Development Framework



Required

Optional

Project Plan

2. MERTON'S LOCAL DEVELOPMENT FRAMEWORK

2.1 LDF FOLDER

2.1.1 Merton's Local Development Framework (LDF) will not be a single document but rather a folder of documents. Under the new legislation, any document included in the folder is termed a **Local Development Document**. The different types of Local Development Documents are illustrated in Figure 1.

2.1.1 **Development Plan Documents** (DPDs) are subject to a statutory adoption process. In the period to 2014 the Council will produce the following DPDs which will replace the existing UDP:

- **Core Strategy**
- **Proposals Map**
- **Site Specific Allocations**
- **Development Control Policies DPD**
- **Joint Waste DPD.**

2.1.2 With regards to **Area Action Plans**, pre-consultation on the Morden Area Action Plan took place in September 2008. Beyond 2011 the Council will consider the need to prepare additional Area Action Plans for parts of the Borough where they are needed in the light of work undertaken in the period up to 2011. Areas for consideration for Area Action Plans could include town centres, such as Mitcham and Wimbledon.

2.1.3 The Council considers that the most appropriate way to deal with the need to become more self sufficient in dealing with waste is to work in partnership with the neighbouring south London boroughs: Kingston, Sutton and

Croydon. These boroughs are currently establishing joint waste procurement processes for municipal waste. In parallel, the principle of working jointly on planning issues for all waste has been agreed by each borough and will be taken forward in a **Joint Waste Planning DPD**. The principle of this document is set out in the schedules.

2.2 ROLE OF AND LINKAGES BETWEEN DEVELOPMENT PLAN DOCUMENTS

2.2.1 The **Core Strategy** will set out the strategic planning framework for the borough (i.e. the guiding principles and objectives) and the policies for delivering the spatial strategy and vision for Merton.

2.2.2 The effectiveness of the proposals in the Core Strategy will be subject to annual monitoring and necessary changes made where improvements have been identified. All other LDDs must conform with the Core Strategy.

2.2.3 The areas to which the area-specific policies apply are identified on the **Proposals Map**. It will also identify:

- sites where significant developments are programmed;
- sites which need to be safeguarded for particular land uses or activities; and,
- other relevant area-specific designations.

The Proposals Map will be revised each time a DPD with spatial expression is produced,

which in practice is likely to be for most DPDs.

- 2.2.4 The Council's general approach to development and the use of land and buildings in the borough, as specified in the Core Strategy, is supplemented by the **Development Control Policies DPD**. It will set out guidance for development control to support effective delivery of planning decisions in Merton.
- 2.2.5 Morden Area Action (More Morden) will focus on providing a strategy for the regeneration and enhancement of Morden Town Centre. **Additional Area Action Plans** may be drawn up in future for those parts of the borough where proposals for change are concentrated or where land uses and activities are particularly complex. Area Action Plans would provide a strategy for achieving the regeneration of key areas of change.

2.3 OTHER REQUIREMENTS

2.3.1 In addition to the DPDs, the Council is required to prepare two further documents:

- 1.) The **Statement of Community Involvement (SCI)** specifies arrangements for involving the community in the review of all parts of the LDF. It also specifies how the Council intends to involve the community in development control decisions.
- 2.) An **Annual Monitoring Report (AMR)** to track the progress and performance of all parts of the LDF and the policies it contains,

including the LDS timetable. (See chapter 5 for more details)

2.3.2 Further details on achieving the Council's vision (as set out in the Core Strategy) in those cases where the matter is not covered by development control policies may be set out in the **Supplementary Planning Documents**.

2.3.3 Supplementary Planning Documents are used to provide greater detail on some of the Council's policies within the Core Strategy or other DPDs, for example affordable housing, design or transport issues. SPDs must relate directly to policies adopted in DPDs or, during the DPD production period, to 'saved' policies in the UDP.

2.3.4 Government advice states that producing DPDs should be given priority over SPDs, and as such, resources will be allocated accordingly. SPDs may be part of the work programme from 2011 onwards.

2.3.7 Each DPD and, where appropriate, SPD has to undergo a **sustainability appraisal** as part of the preparation process. The sustainability appraisal process, as set out in Fig 3, will ensure that the document's policies are sound on economic, social and environmental criteria. It will also ensure that the LDF complies with European law on strategic environmental assessment of development plans (European Directive 2001/42/EC).

2.4 THE LONDON PLAN

2.4.1 The London Plan – consolidated with Alterations since 2004, was adopted in February 2008. Under the new planning system, the London Plan has development plan status and must be used in the determination of planning applications.

2.4.2 All LDDs should be in general conformity with the London Plan.

2.4.3 Planning for a Better London – Proposals for the Mayor's London Plan, was published by the GLA in April 2009 (published for initial consultation with the London Assembly and GLA Group), which seeks comments on the proposals by 30 June 2009. The initial review focuses on reviewing housing provision targets and transport issues.

2.4.4 The next stages which are scheduled for reviewing the document are as follows:

- **Autumn of 2009:** Public consultation on the Draft new London Plan.
- **Autumn/ Summer of 2009:** Public examination of the Draft Plan.
- **Spring 2010:** The Mayor receives the Examination Panels report clarifying changes, if any, are required to be made to the Draft Plan.
- **Summer 2011:** The Mayor will then decide which of these recommendations, if any, he is minded to accept.
- **Autumn 2011:** The Mayor gives notice of his intention to

publish the Plan to the Government Office for London. Also, there is a period of time for ministers to consider whether they want to direct any changes to the Plan.

- The Mayor can then give formal notice of his intention to publish the new Spatial Strategy for London.
- Adoption of the new London Plan is expected in **2011/ 2012**.

2.4.5 Merton's LDDs will also have regard to the Sub Regional Development Frameworks, which will help implement the London Plan. The south London SRDF was published in June 2006.

2.4.6 The London Plan identifies an Area for Intensification for Merton (Policy 2A.6) and the strategic priority to secure regeneration in the Wandle Valley area (Policy 5E.3). Implementation of these will be led by the Core Strategy, aided by policies in appropriate DPDs.

2.5 EVIDENCE BASE

2.5.1 Merton's policies are supported by an analysis of existing background information and, where information is out of date or not extensive enough, undertaking new research into a subject or area. In this way Merton can ensure its policies are robust, will stand up to examination and will support the most appropriate planning decisions for the local area.

2.5.2 A central database of available background information is being created as part of the evidence

base for the LDF. Data will be gathered from the background information supporting other relevant Council, regional and national strategies, such as those identified in Fig 2.

2.5.3 As well as relevant information taken from other sources (see Figure 2), supporting information for the LDF will include, but is not restricted to:

- **Demographic information:** size and distribution of the population by age, gender, ethnicity and other socio-economic information available from the census.
- **Economic information:**
 - ❖ Industrial and warehousing land supply and demand
 - ❖ Town Centre capacity update (May 2008)
 - ❖ Public Realm Strategy and Street Scene Design Guide (December 2008)
- **Health & Community Services:**
 - ❖ Demand for facilities
 - ❖ Distribution of community and health facilities (supply)
- **Housing:**
 - ❖ Housing Capacity Study (July 2005)
 - ❖ Housing Needs Survey (July 2005)
 - ❖ Strategic Housing Market Assessment (expected summer 2009)
 - ❖ Heart of Merton Study (2008)
- **Open Space, Recreation and Biodiversity:**
 - ❖ Biodiversity survey
 - ❖ Allotments and cemeteries surveys (under preparation)

- ❖ Merton's Open Space Strategy (2005)
- ❖ Leisure uses survey
- ❖ Children's Playspace Strategy (November 2008)

- **Strategic Flood Risk Assessment (June 2008)**

- ❖ Joint study completed with Wandsworth, Sutton and Croydon (June 2009)

- **Sustainability appraisal / SEA monitoring info:** baseline data from Natural England, Biodiversity Action Plans, Environment Agency, English Heritage and any other consultation bodies.

- **Transport:** trends in modal split; parking
- **Views:** identification of local views, panoramas, and prospects
- **Waste:** forecast of waste arising for the various waste streams, assessment of current waste management capacity, identification of new sites and opportunities for expansion on existing sites
- **Other information:** includes data on equal opportunities; Opportunity Areas; Areas for Intensification; Mixed-Use

2.5.4 The Council is likely to commission consultants to undertake some of the new research.

2.5.5 During the LDF process, Merton will liaise closely with other local planning authorities and will seek to share information and good practice where possible. Joint research projects will be considered where local priorities and timetables allow.

FIGURE 2

**LOCAL DEVELOPMENT FRAMEWORK
LINKS TO OTHER KEY STRATEGIES**

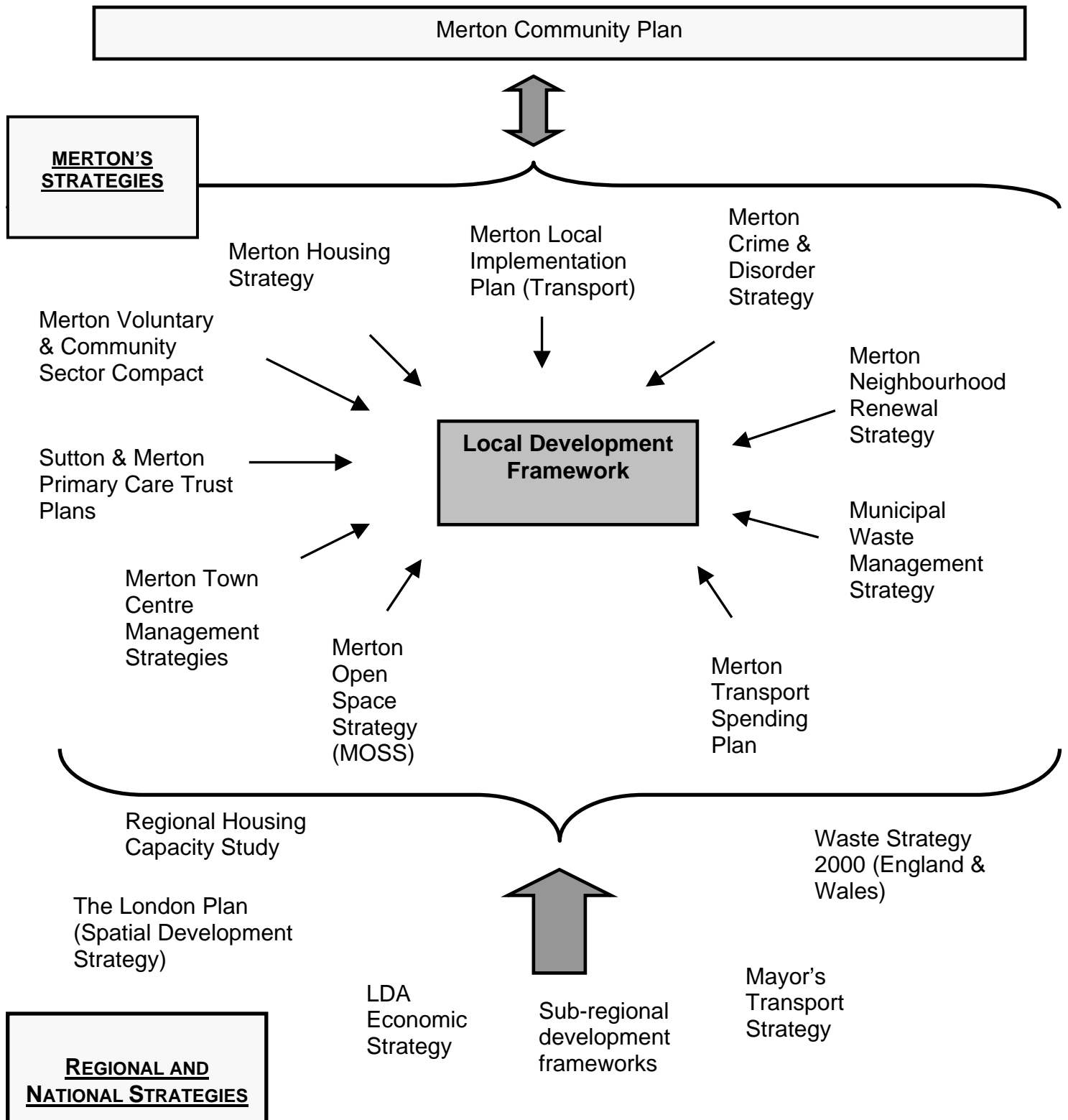


Figure 2: shows key national, regional and local strategies that will link into the Local Development Framework. Merton's Community Plan provides a link between many of Merton's strategies, including the LDF. Relationships between strategies have not been illustrated here

3. LOCAL DEVELOPMENT DOCUMENTS

1. The schedules contained in this chapter describe the purpose, status and other key attributes of the Local Development Documents, which together will constitute Merton's Local Development Framework.
2. The schedules include a section entitled "Target Milestones". The time taken to carry out the stages following submission will be subject to the timescales of the Planning Inspectorate and the Department for Communities and Local Government and the extent of representations received, especially on site-specific issues.
3. Current guidance reports that the time taken to carry out these stages will be less than 12 months from the submission of development plan documents to their adoption as set out below. The timetable to the examination of each DPD will be agreed between the Inspector and the LPA in a pre-examination meeting two to three months before the DPD's examination

Timetable for DPDs – post submission

- Submission stage (inviting representations and responding to them) completed in 2 months;
 - Independent Examination starts within 3 months from the end of submission;
 - Public local hearing 3 months;
 - Inspector's Report received within 3 months of close of Independent Examination;
 - Amendments to Local Development Documents and approval of Secretary of State achieved within 2 months (Total 12 months as advised by PINS).
4. A Gantt chart illustrating the timetables for production of key documents in the LDF, including stages for community consultation and submission is set out in Figure 4. The deadlines should be regarded as indicative as they are dependent on outside partners (principally the Planning Inspectorate) and on the extent of representations received.
 5. The Planning Inspectorate are seeking a break between the examination of the Core Strategy and other DPDs. The Planning Inspectorate have not committed to a set length of time for the break but it is likely to be short and should not affect the overall programme significantly from that published here.
 6. Allocation of Council resources to LDF production is dealt with in Appendix 2 (LDF Project Management Structure) and Appendix 3 (LDF Internal Project Teams)
 7. In order for Merton Council to adopt new planning policies, the DPD concerned has to be considered sound by a Planning Inspector. The Inspector will judge the DPD against the 'tests of soundness' found in Appendix 5. Failure to meet even one of these tests will result in the DPD being considered unsound and requiring further revision and consultation.

3.1 Statement of Community Involvement

Purpose To specify:

- Arrangements for involving the community in consultation stages for all parts of the LDF and in development control decisions
- Good practice in engaging those with an interest in development
- Guidelines on how the community will be consulted over planning applications
- Guidance for applicants for planning permission about what is expected of them

Status The SCI is not a Development Plan Document but is subject to a statutory adoption process

Content/ conformity In accordance with government guidance and regulations, the SCI will have two main sections:

Local Development Framework issues – this will set out the strategy by which the Council will engage with the public, receive feedback and communicate on:

- The preparation of new LDDs
- The need to review, amend or replace adopted LDDs
- The procedures for approving Supplementary Planning Documents

Development Control issues – this will detail the Council’s standards and consultation procedures for dealing with development proposals. In particular it will:

- Set out the process by which the Council will undertake consultations on planning applications
- Incorporate the Development Control Service Charter which shows what standards of service the public can expect to receive from the Council and what matter needs to be addressed by applicants for planning permission

Target milestones:

- | | |
|--|--|
| • Start SCI preparation | - Before commencement of Act (pre Sept 2004) |
| • Preferred options consultation (6 weeks) | - Starting May 2005 |
| • Submission of SCI | - September 2005 |
| • Pre-examination meeting | - N/A |
| • Start of examination | - January 2006 |
| • Adoption of SCI | - July 2006 |

Geographical coverage Borough-wide **Time period** 10 years from adoption

Joint production with another LPA? No

External resources: Council resources only

Consultation / engagement

- Community and stakeholder consultation will inform the evidence base, leading to the development of preferred options
- Consultation on associated strategies (e.g. Community Plan) will also inform LDF stages
- External consultants will be considered where appropriate to ensure comprehensive community engagement

UDP replacement Not applicable

Review Will be monitored on an annual basis but reviewed formally every 5 years. Monitoring may highlight the need for an early review

3.2 Core Strategy DPD

| | | | |
|---|--|--------------------|------------------------|
| Purpose | The policies for delivering a spatial strategy for Merton | | |
| Status | Development Plan Document | | |
| Content /conformity | Subject to the results of the consultation process, the Core Strategy is likely to contain: | | |
| <i>Spatial vision</i> | Clear, succinct statements of the LDF's main direction | | |
| <i>Strategic objectives</i> | The Council's long-term intentions, providing the framework for developing the key policies and enabling performance measures to be set up. These will be devised by putting the spatial vision in the context of national and regional plans and guidance. | | |
| <i>Strategic policies</i> | The means for delivering the Objectives. Subject to the community consultation and current revisions to national planning policy guidance, the strategic policies will be developed around spatial themes encompassing the following: <ul style="list-style-type: none"> ○ Centres and sub areas ○ Local economy ○ Environmental protection ○ Housing ○ Implementation ○ Movement & Accessibility ○ Infrastructure ○ Open land ○ Transport ○ Waste ○ Climate change | | |
| Geographical coverage | Borough-wide | Time period | 15 years from adoption |
| Joint production with another LPA? | No | | |
| External resources: | Varied according to evidence base requirements: <ul style="list-style-type: none"> • Likely to include GLA, Government Office for London, neighbouring boroughs, Local Strategic Partnerships on strategic issues • Relevant issues will require dialogue with appropriate stakeholders, e.g. Primary Care Trusts on health | | |
| Consultation / engagement | <ul style="list-style-type: none"> • Community and stakeholder consultation will inform the evidence base, leading to the development of preferred options • Consultation on associated strategies (e.g. Community Plan) will also inform LDF stages • External consultants will be considered where appropriate to ensure comprehensive community engagement • All consultation stages will be carried out in accordance with the SCI | | |
| UDP replacement | The Core Strategy is expected to replace all UDP policies relating to strategic planning (policies ST1-ST36) and other borough-wide policies in the UDP. All other DPDs and SPDs will have to be in conformity with it. | | |
| Review | The effectiveness of policies will be monitored as part of the Annual Monitoring Report. Significant changes to national / regional policy frameworks will also be incorporated as necessary. | | |

Target milestones (see also Fig 4)

- Public consultation on draft Core Strategy - September/ October 2009
- Approval of Core Strategy for Submission to Inspector - March 2010
- Pre- Submission public consultation (6 weeks) - May 2010 (following local elections)
- Submission of Core Strategy* - June 2010
- Appoint Examination Officer - June 2010
- Pre-examination meeting with Planning Inspector - September 2010
- Examination* - November 2010 – January 2011
- Inspectors Report * - April 2011
- Adoption of Core Strategy (assuming sound)* - May 2011

** denotes estimated timings – actual timetable post submission will be determined by the Planning Inspectorate*

3.3 Morden Area Action Plan

Purpose To define spatially - to create policies and to provide guidance on the opportunities for development and regeneration of Morden Town Centre.
 - to identify sites for specific future land uses or developments, including mixed use development.

Status Development Plan Document

Content/ conformity **Site-specific policies**
 These will be developed through public consultation. These are likely to promote action, guide change and / or safeguard items. They will be in conformity with policies set out in the Core Strategy but are likely to have shorter term objectives than those in the Core Strategy.
Sites for development
 These will come forward from partnership working with key stakeholders and from monitoring significant, unimplemented planning consents

Target milestones: (see also Figure 4)

- Pre-Consultation - September 2008
- Preparation and development of AAP; Site and Ideas - July/August 2009
- Public Consultation on the Issues and Options - December 2009
- First Draft of AAP - August 2010
- Public Consultation on the Preferred Options - November/ December 2010
- Submission of Morden Area Action Plan DPD - February 2011 PRE SUBMISSION CONSULTATION? 6 WKS BEFORE SUBMIT
- Pre-examination meeting * - May 2011
- Start of examination * - July 2011
- Adoption of Morden Area Action Plan DPD* - October 2011

** denotes estimated timings – actual timetable post submission will be determined by the Planning Inspectorate who are likely to examine the Core Strategy before subsequent DPDs*

Geographical coverage Borough-wide **Time period** 15 years from adoption

Joint production with another LPA? No

External resources: Varied according to evidence base requirements:
 • Likely to include GLA, Government Office for London, landowners, local businesses, Local Strategic Partnerships on strategic issues
 • Relevant issues will require dialogue with appropriate stakeholders, e.g. Transport for London on travel and public realm

Consultation / engagement In accordance with the Core Strategy and the SCI.

UDP replacement Will supplement and correspond and with policies in the Core Strategy and Development Control Policies DPD.

Review The effectiveness of policies will be monitored as part of the Annual Monitoring Report. Significant changes to national / regional policy frameworks will also be incorporated as necessary.

3.4 Proposals Map DPD

Purpose To illustrate where possible the spatial aspects of the policies and proposals contained in DPDs including the Core Strategy, Development Control DPD and Joint Waste DPD.

Status Development Plan Document

Content and conformity *Areas of protection:* e.g. conservation areas, metropolitan open land

Other area designations: e.g. employment locations, sustainable transport proposals

Area Action Plans: The Proposals Map will conform with Morden Area Action Plan. Also, as the LDF progresses and the evidence base improves, additional AAPs may be developed if necessary.

The Proposals Map will conform with the Core Strategy and other area-based policies in DPDs and SPDs

Target milestones: (also see Figure 4) - in line with core strategy and subsequent DPDs

The Proposals Map production timetable is most subject to change as it will need to be revised as each DPD with a spatial expression is progressed, including the Development Control and Joint Waste DPD.

Geographical coverage Borough-wide **Time period** 15 years from adoption

Joint production with another LPA? No

External resources: To be determined; may include printing contractors.

Consultation / engagement As for Core Strategy; in accordance with the SCI.

UDP replacement It will replace the UDP Proposals Map

Review The map will be altered every time a DPD with spatial expression is adopted or revised.

3.5 Development Control Policies DPD

| | |
|-------------------------------|---|
| Purpose | To provide policy guidance for development control decisions |
| Status | Development Plan Document |
| Content and conformity | Policies providing clear, concise criteria for planning decisions The Development Control Policies DPD will conform with the Core Strategy |

Target milestones: (also see Figure 4)

- | | |
|--|---------------------------|
| • Evidence base and preparation of document | 2010 to 2011 |
| • Public consultation on policy options | September to October 2011 |
| • Further evidence and preparation | to April 2012 |
| • Public consultation on draft DPD | June to July 2012 |
| • Final preparation and Council vote to submit DPD | March 2013 |
| • Pre-examination public consultation | April to May 2013 |
| • Planning Inspector’s examination and report | June 2013 to January 2014 |
| • Adoption of Development Control DPD | March 2014 |

** denotes estimated timings – actual timetable post submission will be determined by the Planning Inspectorate who are likely to examine the Core Strategy before subsequent DPDs*

| | | | |
|------------------------------|--------------|--------------------|------------------------|
| Geographical coverage | Borough-wide | Time period | 15 years from adoption |
|------------------------------|--------------|--------------------|------------------------|

| | |
|---|----|
| Joint production with another LPA? | No |
|---|----|

| | |
|----------------------------|------------------|
| External resources: | To be determined |
|----------------------------|------------------|

| | |
|----------------------------------|--|
| Consultation / engagement | As for Core Strategy; in accordance with the SCI |
|----------------------------------|--|

| | |
|------------------------|--|
| UDP replacement | Some development control policies or parts thereof will be replaced in the Core Strategy. The Development Control DPD will replace those development control policies not replaced elsewhere |
|------------------------|--|

| | |
|---------------|--|
| Review | The effectiveness of DPD policies will be monitored as part of the Annual Monitoring Report; these may result in changes to the Development Control Policies DPD. Significant changes to national / regional policy frameworks will also be incorporated as necessary. |
|---------------|--|

3.6 Joint Waste DPD

| | | | |
|---|---|--------------------|------------------------|
| Purpose | The policies for delivering a spatial strategy for waste management for Merton, Croydon, Kingston upon Thames and Sutton | | |
| Status | Development Plan Document | | |
| Content /conformity | Subject to the results of the consultation process, the JWDPD is likely to contain: | | |
| <i>Spatial vision</i> | Clear, succinct statements of the DPD's main direction | | |
| <i>Strategic objectives</i> | The Council's long-term intentions for waste, providing the framework for developing the key policies and enabling performance measures to be set up. | | |
| <i>Strategic policies</i> | The means for delivering the Objectives. Subject to the community consultation, the strategic policies will be developed around spatial themes encompassing the following subject areas <ul style="list-style-type: none"> ○ Waste management facilities ○ Waste reduction, re-use and recycling | | |
| Proposals Map | The policies will identify appropriate sites and locations for various waste management facilities which will be identified on a proposals map | | |
| Geographical coverage | Borough-wide | Time period | 15 years from adoption |
| Joint production with another LPA? | Yes. Royal Borough of Kingston upon Thames, London Borough of Sutton and London Borough of Croydon | | |
| External resources: | Varied according to evidence base requirements <ul style="list-style-type: none"> • Likely to include neighbouring boroughs, GLA, Government Office for London, Local Strategic Partnerships on strategic issues • Relevant issues will require dialogue with appropriate stakeholders, e.g. Waste Management companies, WRAP, TFL | | |
| Consultation / engagement | <ul style="list-style-type: none"> • Community and stakeholder consultation will inform the evidence base, leading to the development of preferred options. • Consultation on associated strategies (e.g. Community Plan) will also inform LDF stages • External consultants will be considered where appropriate to ensure comprehensive community engagement • All consultation stages will be carried out in accordance with the SCI of each borough | | |
| UDP replacement | The Joint Waste DPD is expected to replace all UDP policies relating to waste. All other DPDs and SPDs will have to be in conformity with it. | | |

Review

The effectiveness of policies will be monitored as part of the Annual Monitoring Report. Significant changes to national / regional policy frameworks will also be incorporated as necessary.

Target milestones (see also Fig 4)

- Start Core Strategy preparation - Oct 2007
- Public consultation on the issues and options - September/ October 2008
- Preferred consultation on the issues and options - July to early October 2009
- Publication of Joint Waste DPD - February to March 2010
- Submission of Joint Waste DPD * - June 2010
- Examination in Public - Dec 2010
- Adoption of Joint Waste DPD * - Sept 2011

3.7 Annual Monitoring Report

- Purpose**
- To monitor the effectiveness of the Council’s planning policies, including benchmarking against their sustainability indicators
 - To provide an overview of trends and changes in the Borough over the previous 12 months on LDF-related issues, including socio-economic trends; general development (housing, retail, offices, industrial etc); demographic changes; transport issues; implementation stages of related Strategies etc. This will act as a benchmark for policy review and resource allocation
 - To feed in to performance and monitoring targets, including Merton’s corporate strategy and Best Value Performance Indicators

Status Local Development Document

- Content and conformity**
- The AMR will expand on the areas as set out in the LDS, including
- Background information: demographic and socio-economic trends in Merton; implementation of other strategies significant to the LDF (e.g. Merton Community Plan; review of London Plan)
 - Planning Performance / Permissions in terms of Best Value Performance Indicators
 - Progress on other strategies where relevant, e.g. Merton’s Community Plan; Merton’s Open Space Strategy
 - General development in Merton: housing provision; education, community and health facilities provision; employment development: offices, retail, industrial; town centre studies; employment statistics; open space provision, including recreation; conservation areas and landscape quality; public transport; traffic management, including cycling; biodiversity; energy; waste management; water resources
 - Information on the significant environmental effects of the implementation of plans or programmes through the sustainability appraisal process (in accordance with the SEA Directive) in order to undertake remedial action as necessary

Time period / target milestones:

Report to be generated between April and September of successive years for the period April-March of the previous year and submitted by the following December

Geographical coverage Borough-wide

Joint production with another LPA? No

UDP replacement N/A

3.14 Sustainability Appraisal / Strategic Environmental Assessment

3.13.1 One of the features of the new planning system is the statutory requirement to appraise all DPDs and, where appropriate, SPDs on sustainability issues. This aims to promote sustainable development through the better integration of sustainability considerations in the preparation and adoption of plans.

3.13.2 The sustainability appraisal process for DPDs and SPDs is outlined in '*Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents* (Nov 2005) which complements the guidance in PPS12.

3.13.3 It is apparent from this guidance that sustainability appraisal will comply with the requirements of European Directive 2001/42/EC, incorporating Strategic Environmental Assessment into the process.

3.13.4 In accordance with government guidance and regulations, the sustainability appraisal of each DPD /SPD will have three main outputs:

- **The Scoping Report**, setting out:
 - The plan objectives;
 - Other plans, programmes and objectives relevant to the plan;
 - Baseline information;
 - The sustainability appraisal framework.
 - The broad options.

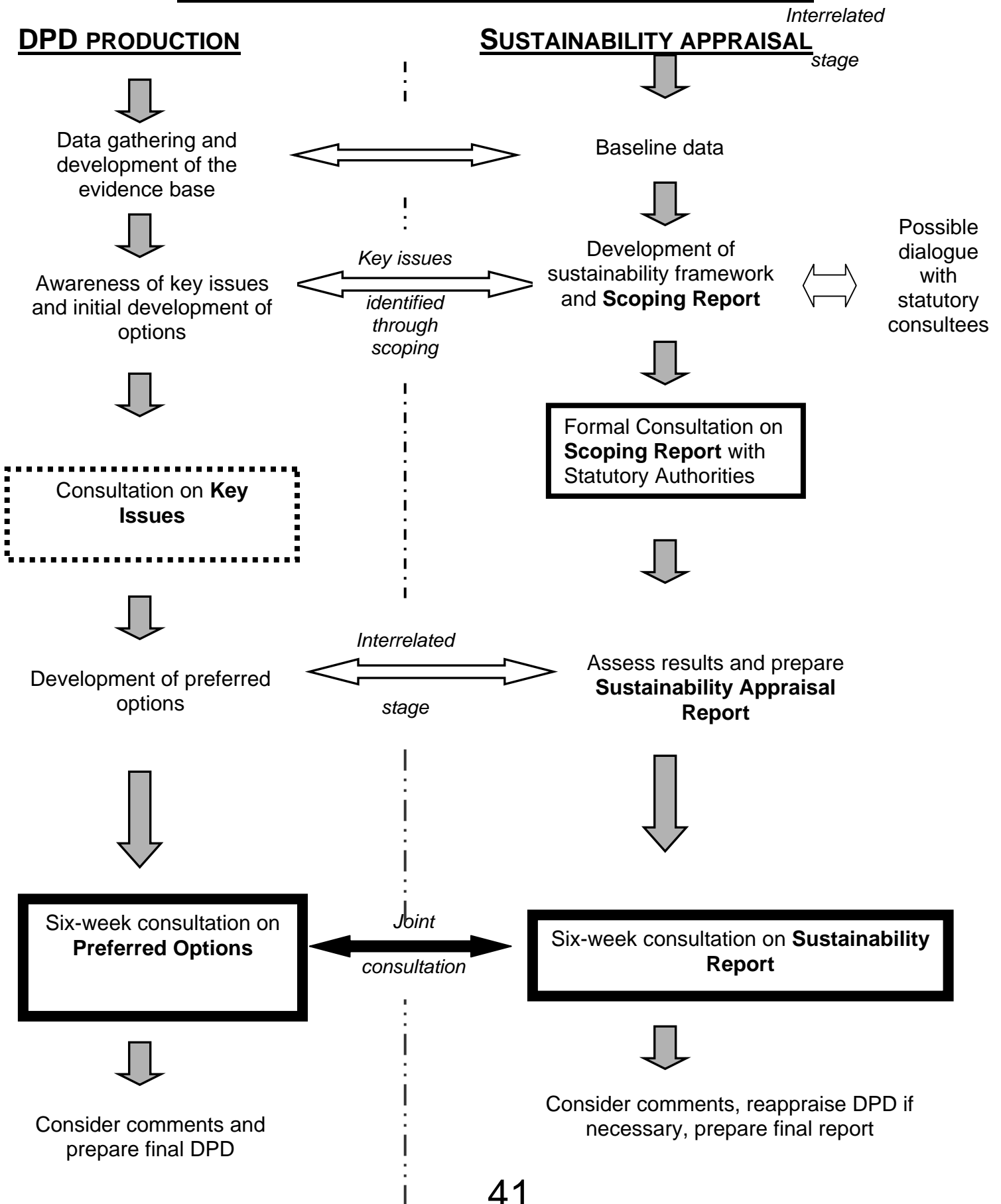
- **The Sustainability Appraisal Report**, setting out:
 - How the options were identified;

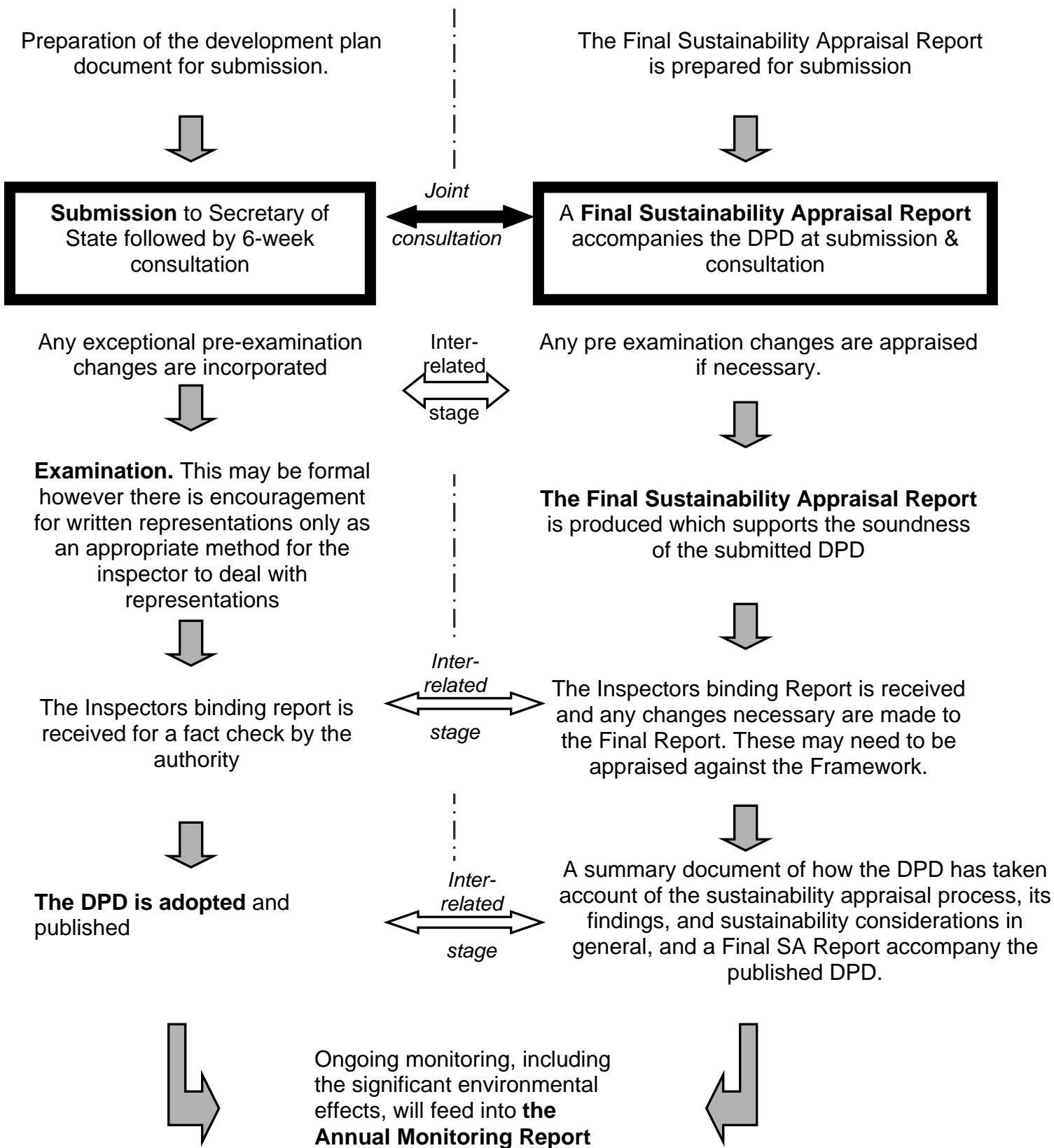
- A more in-depth assessment of the options against the sustainability appraisal framework; and,
- An appraisal of the effects that these options will have.

- **The Final Sustainability Appraisal Report** – this is the key report in the process as it accompanies the submission DPDs and needs to comply with the requirements of the SEA Directive. The report will include much of the previous information due to the iterative nature of the process:
 - Non-technical summary;
 - Appraisal methodology
 - Background
 - Sustainability issues, baseline and context;
 - Plan issues and options
 - Plan policies and their effects;
 - Implementation and monitoring

3.13.5 The sustainability appraisal process will be undertaken individually for all DPDs and, where appropriate, for SPDs so dates will vary in accordance with the LDF timetables. The SA process will be fully integrated with DPD production, as set out in Fig 3 below.

FIG 3. MERTON'S DPD & STAGES OF SUSTAINABILITY





3.14 Supplementary Planning Documents

3.14.1 There are several types of planning documents that will be taken forward as supplementary planning documents between 2008-2011 (until replaced by policies within the forthcoming LDF). These include:

- Supplementary Planning Guidance Notes (SPGs)
- Conservation area character appraisals which specify policy

3.14.2 It must be noted that DPD production will take precedence over SPDs. SPD production will depend on available resources (time, officer availability, financial implications) and their usefulness in determining planning decisions and achieving Merton Council's desired outcomes (led by the Core Strategy). In accordance with the Act, SPDs can be used to provide further details on policy in a DPD but not to create new policy or allocate sites.

3.14.3 Should any SPDs be created before the adoption of DPDs, the SPDs will be based on 'saved' UDP policies.

3.14.4 Once UDP policies have been replaced by adopted DPDs, SPDs based on those policies, if required, might be reviewed.

Supplementary Planning Guidance notes

3.14.5 Merton Council has adopted 15 supplementary planning guidance notes since 1999; these are listed in Appendix 1. Merton will not generally be revising these documents but might consider producing SPDs, if required, after the adoption of the DPD policies.

Character appraisal for conservation areas

3.14.6 Merton Council completed 16 conservation area character appraisals before March 2007. These conservation area character appraisals are in conformity with the policies on conservation areas set out in Merton's UDP (October 2003), especially policies BE1, BE2, BE3 and the rest of the section on the built environment.

3.14.7 English Heritage guidance released in August 2005 states that under normal circumstances, individual conservation area character appraisals should not be adopted as SPD unless they contain policies relating to that conservation area.

3.14.8 Conservation areas cover 16% of the total area of Merton, dominating the western side of the borough around Wimbledon. Merton Council uses character appraisals in helping determine planning applications affecting these areas.

3.14.9 As set out in Merton's LDS 2004-08 (2nd ed), Merton Council adopted 10 conservation area character appraisals as a SPD. The LDS (2nd ed) was adopted prior to the new guidance being issued which discouraged individual character appraisals from being SPD.

3.14.10 Other conservation area character appraisals will continue to be adopted as Council-approved documents and to be a material consideration in determining planning applications.

4. PROJECT SCHEDULE AND MANAGEMENT

4.1 AIMS

4.1.1 Effective project management is a key element in the Government's aim to improve the planning system. The new Planning Bill 2008, Planning and Compulsory Purchase Act 2004 and PPS12 *Local Spatial Planning* stress the importance of better project management in plan preparation.

4.1.2 The project management aims for LDF production are:

- ensuring the most efficient use of resources;
- setting and achieving the overall programme and interim targets;
- ensuring co-ordination of LDDs with other Council activities and plans;
- promoting involvement and corporate ownership of LDDs;
- promoting ownership by non-Council stakeholders in LDDs;
- ensuring effective community involvement in LDDs; and,
- monitoring and reviewing progress towards adoption.

4.2 DECISION MAKING PROCEDURES

4.2.1 The process of preparing and adopting the LDDs will be

guided by an LDF Corporate Group, consisting of key officers representing the users and suppliers of the LDDs. Partner organisations in LDF delivery such as the Primary Care Trust may also be involved where necessary.

4.2.2 In line with Merton's constitution, Merton's Cabinet will normally take decisions on strategic planning policy matters. Non-policy related decisions may be taken by other Member groups, or delegated to officer level where this is in line with Merton's constitution.

4.2.3 Decisions made by Cabinet will normally be subject to pre-scrutiny by the Borough Development Plan Overview and Scrutiny Panel or other appropriate Panels or other Member Groups as appropriate (e.g. Conservation Area Design and Advisory Panel)

4.2.4 Whilst the Corporate Group is ultimately responsible for ensuring internal standards are met, this function may involve the Council's Service Directors through the Corporate Management Team.

4.2.5 External project assurance will be provided by the

Government Office for London (GOL); and the Greater London Authority (GLA) via regular dialogue.

4.3 WORK PROGRAM AND RISK

4.3.1 The Spatial Planning Team will lead on developing the LDF: undertaking key research and consultation and ensuring consistency of approach with planning regulations and best practice. Involvement of other services within and beyond the Council (e.g. local education authority, police) is essential.

4.3.2 Timetables for LDD production have been developed in accordance with Government guidance and good practice guides. Other considerations that have been taken into consideration when producing the timetables include:

- availability and resourcing of each of the Project Teams;
- Member involvement, including lead-in times for decision-making;
- co-ordination with other strategies (e.g. Community Plan);
- appropriate times for most effective public consultation;
- co-ordination of consultation periods on Core Strategy, Proposals Map and Development Control DPD to make best use of resources; and,
- sustainability appraisal of all DPDs and , if appropriate, SPDs.

4.3.3 It is recognised that several factors beyond the Council's control may result in alteration of the LDF timetable before 2011. Such factors include the resource demand on the Planning Inspectorate as many councils in England and Wales are developing similar timetables for submission of their LDDs. Merton Council will work with the government agencies (GOL, PINS) over any necessary changes to submission deadlines.

4.3.4 Other risk factors could include:

- underestimating the resource implications of the community consultation stages and sustainability appraisal of the LDDs;
- different priorities for political parties and Councillors (including local and general elections). This is especially pertinent as Merton Council is currently under No Overall Control;
- achieving agreement and clear direction on planning strategy and policy between partners, including officers, Members, GLA, and other partners outside the Council (e.g. PCT, Transport for London);
- Need for evidence to support planning strategy or policy changes;
- Information sharing and decision-making, including the number of corporate and Member meetings to be

- attended and the lead-in times for these; and,
- reduction in government funding for planning related activity.

4.3.5 Risk will be managed through dialogue with other boroughs, government agencies, Councillors, key stakeholders (e.g. the Local Strategic Partnership) and the community during the preparation of the LDF.

4.3.6 The Corporate Group and Members will be informed of potential risks as they arise and efforts to minimise the risk. Accurate and consistent monitoring will also help anticipate and justify changes to timetables where appropriate.

4.4 RESOURCES

4.4.1 Spatial Planning has been based on having a Planning Policy Team available to prepare the LDF and maintain the adopted and approved documents, as well as dealing with other ongoing items in the work programme. The Spatial Planning Research Team will support this resource.

4.4.2 Additional staff resources will be co-ordinated through the LDF Corporate Group (see Appendix 3). Information and resources will need to be shared between council departments in order to fully

develop different parts of the LDF. This will also help inform Merton Council's other ongoing strategies, including the Community Strategy.

4.5 PROGRESS REPORTING

4.5.1 Members will be kept abreast of significant developments in LDF production via reports prepared by the appropriate officer and delivered regularly to Members meetings, including the Borough Plan Scrutiny Panel.

5. MONITORING AND REVIEW

5.1 WHY MONITOR?

5.1.1 Merton Council recognises the importance of developing an efficient system for monitoring and reviewing its Local Development Framework.

- It will allow Merton Council to improve integration and avoid duplication with other Council and Regional strategies
- Merton Council will be able to assess the success of its policies against their targets and make any necessary changes.
- It will help Merton Council to improve delivery of planning services and will be useful in allocating resources.

5.1.2 Merton Council's monitoring and review process will be published in the **Annual Monitoring Report**

5.2 MONITORING AND REVIEW

5.2.1 The Annual Monitoring Report will provide a yearly progress review of most LDF documents, including whether milestones were achieved and the reasons behind notable successes or difficulties.

5.2.2 As the project plan for the LDF, the LDS will be a key document to work from in monitoring and reviewing the LDF.

5.2.3 The LDF evidence base database will help with the consistent management and monitoring of information supporting the LDF

policies. Efficient management of this database will:

- Keep track of whether LDF proposals are moving towards achieving their desired outcomes;
- Ensure that the LDDs achieve their targets and milestones;
- Keep track of changes and achievements in other relevant Council, regional and national strategies including Merton's Community Plan and the London Plan This should lead to better integration of the planning framework with other spatial and non-spatial strategies; and,
- Help allocate resources more efficiently in demanding periods.

5.2.4 One of the roles of the AMR will be to measure the performance of policies against their sustainability indicators as identified in the sustainability appraisal of each DPD and, if appropriate, SPD. When combined this information will give a picture of the overall sustainability of Merton's LDF.

5.2.5 Updates of the LDS will be considered annually following the publication of the Annual Monitoring Report. The LDS may also be changed on other occasions following modifications to LDD production.

5.2.6 Details on the production of the Annual Monitoring Report are set out in Section 3.6.

**APPENDIX 1:
EXISTING SUPPLEMENTARY PLANNING GUIDANCE/DOCUMENTS**

| Supplementary Planning Guidance (issue-related) | Date adopted |
|--|----------------------------|
| Affordable housing | 2004 (draft – not adopted) |
| Archaeology | 1999 |
| Accessible Environments | 2003 |
| A3 (food & drink) Use | 1999 |
| Design | 2004 |
| Listed Buildings | 2000 |
| Minimising Pollution | 2001 |
| Mitcham Urban Village | 2006 |
| New residential development | 1999 |
| Out-of-centre retail development | 1999 |
| Planting, landscaping and nature conservation | 2004 |
| Residential extensions, alterations and conversions | 2001 |
| Shop front design | 2000 |
| Sustainable development | 2001 |
| Transport Planning | 2004 |

| Supplementary Planning Guidance (conservation area design guides and character appraisals) | Production started before March 07 |
|---|---|
| Bathgate Road | Yes (Conservation Area SPD) |
| Bertram Cottages | Character appraisal adopted as SPD (2005) |
| Copse Hill | Yes (Conservation Area SPD) |
| Cricket Green | Yes (Conservation Area SPD) |
| Drax Avenue | Yes (Conservation Area SPD) |
| Dennis Park Crescent | Yes (Conservation Area SPD) |
| Dunmore Road | Character appraisal adopted as SPD (2005) |
| Durham Road | Yes (Conservation Area SPD) |
| John Innes: Merton Park / Wilton Crescent | Character appraisal adopted as SPD (2005) |
| Kenilworth Avenue | Character appraisal adopted as SPD (2005) |
| Lambton Road | Character appraisal adopted as SPD (2005) |
| Leopold Road | Character appraisal adopted as SPD (2005) |
| Merton Hall Road | Character appraisal adopted as SPD (2005) |
| Pelham Road | Character appraisal adopted as SPD (2005) |
| Quinton Avenue / Richmond Avenue | Character appraisal adopted as SPD (2005) |
| South Park Gardens | Character appraisal adopted as SPD (2005) |
| Upper Morden | Yes (Conservation Area SPD) |
| Vineyard Hill | No |
| Wandle Valley | Yes (Wandle Valley SPD) |
| Westcoombe Avenue | No |
| Wimbledon North | Yes (Conservation Area SPD) |
| Wimbledon Village | No |
| Wimbledon West (character assessment) | Yes (Wimbledon West character assessment) |

| | |
|---------------------|-----------------------------|
| Wool Road | No |
| Wimbledon Hill Road | Yes (Conservation Area SPD) |
| Wimbledon Windmill | No |

| Type | Supplementary Planning Guidance / documents (including planning briefs) | Date adopted |
|------|---|--------------|
| SPD | Nelson Hospital | 2007 |
| SPD | Planning Obligations | 2006 |
| SPD | Mitcham Town Centre Development Brief | 2006 |
| SPD | Thames Water site and car park, 21-31 Coombe Lane | 2005 |
| SPD | 100 Green Lane, St Helier | 2005 |
| SPG | Mitcham Gas Depot and environs | 2004 |
| SPG | Rowan High School and Brenley Playing fields | 2004 |
| SPG | Batsworth Road, Mitcham | 2003 |
| SPG | Hartfield Road Car Park, Wimbledon | 2003 |
| SPG | Atkinson Morley Hospital, West Wimbledon | 2003 |
| SPG | Merton College, Morden | 2003 |
| SPG | Morden Farm Middle School, Lower Morden | 2002 |
| SPG | Brown & Root Tower and environs, Colliers Wood | 2002 |
| SPG | Malmesbury First School, Rosehill | 2002 |
| SPG | Bushey Playing Fields, West Barnes | 2002 |
| SPG | Land in Ravensbury Park, Morden | 2002 |
| SPG | 153-161 The Broadway, Wimbledon | 2001 |
| SPG | Morden Park Playing Fields, Morden | 2001 |
| SPG | Prince George Playing Fields, Raynes Park | 2001 |
| SPG | 1-11 Colliers Wood High St | 2001 |
| SPG | Belgrave Walk tram stop and surrounds, off Morden Road | 2001 |
| SPG | 181 Central Road, Morden | 2001 |
| SPG | Bishopsford Community School / Phoenix College, Morden | 2001 |
| SPG | Raynes Park High School, West Barnes | 2001 |
| SPG | Rickard Lodge High School Wimbledon | 2001 |
| SPG | Rutlish School, Mostyn Road, Merton Park | 2001 |
| SPG | Harlands First School, Mitcham | 2001 |
| SPG | 3-5 Dorien Road, Raynes Park | 1999 |
| SPG | Merton Park station, South Wimbledon | 1999 |

Supplementary Planning Guidance (planning briefs) are required for site development and as such are not required to be replaced as part of the LDS unless the site is to be redeveloped further or development does not take place.

APPENDIX 2:

LOCAL DEVELOPMENT FRAMEWORK PROJECT MANAGEMENT STRUCTURE

THE COUNCIL

The Council is the ultimate authority on approving or rejecting new spatial policy documents as proposed by Cabinet

THE CABINET

The Cabinet makes key decisions relating to the production of the LDF, including proposing spatial policy documents and decisions on resources

Cabinet Member for Planning and Traffic Management

Appointed by the Cabinet to provide overall project control and assessment throughout.

KEY USERS

Head of Sustainable Communities
Head of Planning and Public Protection
represents key users of the LDF

KEY SUPPLIER

Spatial Planning Policy Manager,
represents the service responsible for organising LDF production



LDF PROJECT MANAGER

Spatial Planning Policy Manager

Is responsible for the planning and management of the project on a day to day basis. Key roles:

- *day to day project management*
- *allocating work*
- *quality*
- *problem solving*
- *monitoring*
- *reporting*
- *ensuring completeness*

INTERNAL ASSURANCE

Ensuring internal standards are met is the ultimate responsibility of the LDF Corporate Group, but may also involve the Corporate Management Team:

EXTERNAL ASSURANCE

Government
Office for London,
GLA

Ensures external standards are met



LDF PROJECT TEAMS

The Spatial and Planning Policy Team Leader is responsible for planning and co-ordinating the work of the project teams, ensuring projects are on schedule and to defined standards

LDF project teams consist of a number of time-limited teams made up of representatives from core services within the Environmental and Regeneration Division with input from other specialisms from across the Council (see Appendix 3 for details of teams)

APPENDIX 3:

LOCAL DEVELOPMENT FRAMEWORK INTERNAL PROJECT TEAMS

| LDF PROJECT | Project team to include representatives from: |
|------------------------------------|---|
| LOCAL DEVELOPMENT SCHEME | Spatial Planning Policy Team, Development Control, Partnerships, Transport Planning, Housing, Legal, Chief Executive Policy |
| LDF EVIDENCE BASE | Spatial Planning Policy Team, Development Control, Partnerships, Transport Planning, Housing, Legal, Chief Executive Policy |
| STATEMENT OF COMMUNITY INVOLVEMENT | Spatial Planning Policy Team; Development Control; Chief Executive Policy; Partnerships |
| CORE STRATEGY | Spatial Planning Policy Team, Development Control, Partnerships |
| DEVELOPMENT CONTROL POLICY DPD | Spatial Planning Policy Team, Development Control, Transport Planning; Partnerships |
| SUPPLEMENTARY PLANNING DOCUMENTS | Spatial Planning Policy Team, Development Control, Partnerships, Transport Planning, Housing, Legal, Sites, Design and Conservation |
| SUSTAINABILITY APPRAISAL /SEA | Spatial Planning Policy Team, Development Control, Transport Planning |
| LDF BUDGET AND RESOURCES | Spatial Planning Policy Team, Development Control, Finance, HR |
| MONITORING THE LDF | Spatial Planning Policy Team, Development Control, Partnerships, Transport Planning |
| E-PLANNING | Spatial Planning Policy Team; Development Control; Web Team; Business Support |

APPENDIX 4

GLOSSARY

(Those terms included in the Glossary are printed in bold italics.)

| | |
|---------------------------|---|
| Adoption | The stage at which the local planning authority can adopt, by resolution of the Council, the <i>Local Development Document</i> as Council policy. |
| Adoption Process | The statutory process by which a local planning authority prepares, publishes and formally adopts a <i>Local Development Document</i> |
| Area Action Plan | A <i>Local Development Document</i> (which is also a <i>Development Plan Document</i>) which sets out a strategy for the future planning of areas with a concentration of proposals for change or where land uses and activities are particularly complex. |
| Area Designations | Areas identified on the <i>Proposals Map</i> within which certain policies will apply. |
| Commencement Order | An instruction from the Secretary of State to the local planning authority, requiring the authority to commence work on the preparation of its <i>Local Development Framework</i> and to replace its existing development plan. |
| Core Strategy | A <i>Local Development Document</i> (which is also a <i>Development Plan Document</i>), which provides a written statement of the policies for delivering the spatial strategy and vision for the area, supported by a reasoned justification. |
| Development Plan | A document, or documents, which set out a local planning authority's policies and proposals for the development and other use of land and buildings within its area. Under the Planning and Compulsory Purchase Act 2004, in the case of areas in Greater London, the development plan is the Spatial Development Strategy (<i>London Plan</i>) and the <i>Development Plan Documents</i> (taken as a whole), which have been adopted or approved in relation to that area. In the case of conflict, policies in the most recently approved plan take precedence. |
| Development Plan Document | A <i>Local Development Document</i> which must be subjected by the local planning authority to a statutory adoption process before it can be formally adopted by the authority. The stages which make up this process consist of key issues and preferred options consultation, submission, Independent Examination (with pre-examination meeting), receipt of Inspector's Report, receipt of Secretary of State's approval, and formal adoption. |
| Independent Examination | A formal hearing, presided over by an Inspector or a Panel of Inspectors are appointed by the Secretary of State, to consider the policies and proposals of the local planning authority's <i>Statement of Community Involvement</i> and <i>Development Plan Documents</i> . Persons who have made a response on these documents at the submission stage have a right, if they so wish, to present their case at the Independent Examination. Documents, the SCI in particular, may also be examined by written representations only. |
| Inspector's Report | A report issued by the Inspector or Panel who conducted the <i>Independent Examination</i> , setting out their conclusions on the matters raised at the Examination and detailing the amendments which they require the local planning authority to make to the submitted version of the <i>Statement of Community Involvement</i> and <i>Development Plan Documents</i> . The Inspector's Report is binding on the local planning authority. |

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| Local Development Document (LDD) | A document which forms part of the Local Development Framework and which can be adopted and revised as a single entity. |
| Local Development Framework (LDF) | A “folder” of Local Development Documents , drawn up by the local planning authority, which form part of the development plan for its area. |
| Local Development Scheme (LDS) | A document setting out the local planning authority’s intentions for its Local Development Framework ; in particular, the Local Development Documents it intends to produce and the timetable for their production and review. |
| London Plan | Also known as the Spatial Development Strategy, this document was produced by the Mayor of London to provide a strategic framework for the boroughs’ Unitary Development Plans /Local Development Frameworks . Adopted in February 2008 (consolidated with alterations since 2004), it forms part of the development plan under the Planning and Compulsory Purchase Act. |
| Milestones | Key events in the production process of a Development Plan Document , as specified in para 4.55 of PPS12. The dates that these key events are programmed to take place are specified in the Local Development Scheme , and DPD preparation progress is measured against them. |
| Planning Policy Statements | Planning Policy Statements are issued by the Department for Communities and Local Government and set out the Government’s land use planning policies for England. They will replace Planning Policy Guidance Notes (PPGs) in time. The Government is in the process of reviewing all its existing guidance. |
| Proposals Map | A Local Development Document (which is also a Development Plan Document) which comprises a map of the local planning authority’s area, and shows: <ul style="list-style-type: none"> • Existing and revised designations of areas of land. • Sites for particular future land uses or developments. • Locations of proposed or actual area plans. |
| Reasoned Justification | A summary of the local planning authority’s reasons for including a particular policy within the Development Plan Document . |
| Statement of Community Involvement (SCI) | A Local Development Document that is not a Development Plan Document but which is subject to a statutory adoption process. It consists of: <ul style="list-style-type: none"> • arrangements for involving the community in the review of all parts of the Local Development Framework and in significant development control decisions. • standards for good practice in engaging those with an interest in development. • guidelines on how the community will be consulted over planning applications. |
| Strategic Environmental Assessment (SEA) | A tool for integrating environmental considerations into decision-making by ensuring that any significant environmental effects of the decision are taken into account. The Strategic Environmental Assessment (SEA) must form an integral part of the adoption process for nearly all Local Development Documents and must be taken into account right from the initial stages of plan preparation. SEA is integrated with the process of Sustainability Appraisal . |
| Submission | A stage in the statutory process for the adoption of Statement of Community Involvement and Development Plan Documents . The local planning authority presents the document to the Secretary of State, at which point the public have a 6-week opportunity to make a formal response to the document, whether in support of, or as objections to, its |

provisions. This followed by the examination stage.

Supplementary
Planning
Document (SPD)

A **Local Development Document** which may expand policy or provide further detail to policies in a **Development Plan Document**; they can not be used to create new policies or allocate land. They will not be subject to independent examination and will not form part of the statutory development plan. However they will be subject to the procedures of community involvement and sustainability appraisal.

Sustainability
Appraisal

The examination of a **Local Development Document** to ascertain whether its policies and proposals will be in accord with the principles of sustainability. The process complies with the requirements of European Directive 2001/42/EC **Strategic Environmental Assessment**.

Unitary
Development
Plan (UDP)

A type of **development plan** introduced in 1986. It is due to be replaced by *Local Development Frameworks*. Merton Council's Unitary Development Plan was adopted in October 2003.

APPENDIX 5: TESTS OF SOUNDNESS

In order for Merton Council to be able to adopt new planning policies, the DPD concerned has to be considered sound by a Planning Inspector at examination. The Inspector will judge the DPD against the ‘tests of soundness’ set out below.

Failure to meet even one of these tests will result in the DPD being considered unsound and requiring further revision and consultation.

Legal Requirements

- it has been prepared in accordance with the Council’s Local Development Scheme (LDS) and in compliance with the Council’s Statement of Community Involvement and the Regulations;
- the plan and its policies have been subjected to sustainability appraisal;
- it is a spatial plan which is consistent with national planning policy and in general conformity with the London Plan and it has properly had regard to any other relevant plans, policies and strategies relating to the area or to adjoining areas; and
- it has had regard to the authority’s community strategy.

“Soundness”

In order for a DPD to be found sound by an Inspector, the DPD must be **JUSTIFIED**, **EFFECTIVE** and consistent with **NATIONAL POLICY**.

Justified – The document must be:

- founded on a credible and robust evidence base;
- the most appropriate strategy in all circumstances, having considered the reasonable alternatives;

Effective- The document must be:

- flexible;
- deliverable; and
- able to be monitored.