

Local Development Framework

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Local Development Scheme 2011 – 2013

April 2011



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1 Foreword

The Government's Planning and Compulsory Purchase Act, 2004 brought major changes to the way the planning policy system operates – notably replacing the former system of Unitary Development Plans and Supplementary Planning Guidance with a new system of planning documents making up a “Local Development Framework”.

The Local Development Scheme (LDS) is the Council's published timetable for preparing documents in the Waltham Forest Local Development Framework (LDF), which comprises the planning policies of the borough. It sets out the programme for the preparation of these documents with regard to the following:

- the new planning system documents the Council intends to produce;
- the subject matter and geographical area for each;
- the resources involved and links with strategic or local policies; and
- the timetable for the preparation and revision of each document.

The most recent scheme was prepared in January 2010. This revision set out the programme for the Local Development Documents that the Council intended to prepare in the period 2009–2012. Following recent monitoring of the scheme, it has become necessary to address slippage mainly arising from staffing changes and the need to undertake additional evidence base studies.

The Council has started producing and consulting on some of its new documents. Work is currently in progress on the LDF Core Strategy – the lead document in the Waltham Forest LDF which is currently proceeding to Submission Stage. Two other documents - LDF Development Management Policies and Northern Olympic Fringe Area Action Plan are currently at Preferred Options. Work has also started on the Site Specific Allocations Document and three (3) Area Action Plans - Blackhorse Lane, Walthamstow Town Centre and Wood Street. The Council intends to ensure that these are substantially in place by mid 2013.

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1 Introduction

1.1 Section 15 of the Planning and Compulsory Purchase Act, 2004 states that the Council must prepare and maintain what in effect will be a work programme to be known as its Local Development Scheme (LDS). This document is a revision to the Local Development Scheme for Waltham Forest published in January 2010.

1.2 The LDS sets out the Local Development Documents (LDDs) which the Council will produce as part of the planning policy framework introduced by the 2004 Act. It also sets out a timetable for their preparation and review.

1.3 Local Development Documents (LDDs) are a set of documents which a Local Planning Authority creates to describe their strategy for development and use of land in their area of authority. Established as part of the Planning and Compulsory Purchase Act 2004, a local planning authority must include Local Development Documents in their Local Development Schemes.

1.4 LDDs can either deal with different issues or different geographical areas but when taken as a whole they must set out the Council's policies relating to the development and use of land. The Waltham Forest LDS is made up of a number of LDDs together with other supporting documentation.

1.5 This LDS has been prepared in line with the Government's published Regulations and guidance⁽¹⁾ setting out what should be in a Local Development Scheme.

1.6 Copies of this LDS can be obtained from the Council or viewed via the Council's website: www.walthamforest.gov.uk/local-development-scheme.

1.7 As required by The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008, this LDS must be submitted to the Mayor of London and the Secretary of State at the same time for consideration. The Mayor has powers to direct that amendments be made to the LDS if it is necessary to ensure that key policies of the London Plan are reflected in the LDD work programme. The Mayor has 28 days within which to issue a direction. The Secretary of State also has the same period to assess a draft LDS.

1.8 Progress on the LDS will be reviewed as part of the Council's annual monitoring process (the Annual Monitoring Report) and in the light of further advice or regulations received from the Government.

1 The Town & Country Planning (Local Development) (England) Regulations, 2004; Planning Policy Statement 12: Local Spatial Planning- DCLG, June 2008; and Sustainability Appraisal of Regional Spatial Strategies and Local Development Frameworks – ODPM, November 2005

2 Purpose of the Local Development Scheme

2.1 The Waltham Forest LDS has the following purposes:

- To establish and reflect the Council's priorities and enable work programmes to be set for the preparation of LDF documents.
- To provide a brief description of the Development Plan Documents to be prepared and the content and geographic area to which they relate.
- To set out the planned timetable for preparing each Development Plan Document and the key milestones to be achieved.
- To provide an explanation of the relationship between Local Development Documents, especially the Core Strategy and other Local Development Documents.
- In the transitional period, to provide the list of Waltham Forest UDP policies and proposals which will continue in force until they are replaced, and which policies and proposals will be replaced by the new Development Plan Documents to be prepared.
- To provide an explanation of how progress against the Local Development Scheme will be monitored and the Council approach to reviewing the Local Development Scheme.

Review of the Local Development Scheme

2.2 The most recent scheme was adopted in January 2010. This revision set out the programme for the Local Development Documents that the Council intended to prepare in the period 2009–2012.

2.3 The scheme has been monitored and further revision is necessary to address slippage. In March 2010, following the implementation of the organisational structure within the Spatial Planning Unit, five (5) new permanent staff were recruited to replace temporary agency staff. It has been necessary to allow time for the new staff to settle in and for necessary training to be provided. Additional evidence base studies identified also needed to be completed (See Section 4). Furthermore, following the experience gained on the lead document - the Core Strategy, it has been necessary to adjust the programme to properly take into account staff time required for the preparation of each document.

2.4 This review seeks to develop a more robust programme which is expected to deliver the LDF in timely and realistic basis.

3 The Waltham Forest Local Development Framework

3.1 The Local Development Framework deals with spatial issues - relating to land use and physical development. It seeks to co-ordinate and plan for the range of activities likely to affect spaces, including transport, environment, education, housing, employment, health, shopping etc, also integrating the other policies and programmes of other government departments/agencies and other key players whose activities also contribute in 'place shaping' the borough.

Spatial Development Strategy - The London Plan

3.2 The London Plan is part of the development plan for Waltham Forest. It provides the strategic, London-wide context within which all London boroughs must set their detailed local planning policies. Accordingly, policies in the LDF Core Strategy and other DPDs will need to conform with the London Plan. In preparing the LDS the Council has taken note of the Mayor's intention to undertake a complete review of the London Plan. In October 2009, the Mayor published the Consultation Draft Replacement London Plan. At the time of preparing this LDS, the Examination in Public (EiP) of this plan had taken place.

Waltham Forest Sustainable Community Strategy

3.3 In May 2008, the Council adopted the document 'Our Place in London' (The Waltham Forest Sustainable Community Strategy). To achieve the community's ambitions for the future, the LDF seeks to echo and implement the guiding principles of the SCS. The key strategic objectives of the SCS are as follows:

Manage population growth and change

3.4 Our population will definitely grow in the future and it will become increasingly diverse. We need to help our population to grow in an economically balanced and sustainable way that supports and benefits everyone. This means:

- Improving housing quality and choice with the right kind of homes in the right places.
- Creating a more economically balanced population, to increase local spending power, generate jobs and tackle concentrations of deprivation and low aspirations.
- Cultivating civic participation, cohesion and independent living so everyone feels they belong.
- Responding to climate change in a practical and effective way.

Create wealth and opportunity for all residents

3.5 We need to tackle worklessness and help unlock the talents of our residents. Moreover, we must ensure our young people have first rate training and education opportunities, and can look forward to positive and happy futures. This means:

- Making sure our children and young people have the skills and confidence to achieve their ambitions and compete in a global economy.
- Achieving full employment.
- Ensuring residents are fit and healthy for work.
- Making the most of the regeneration of East London.

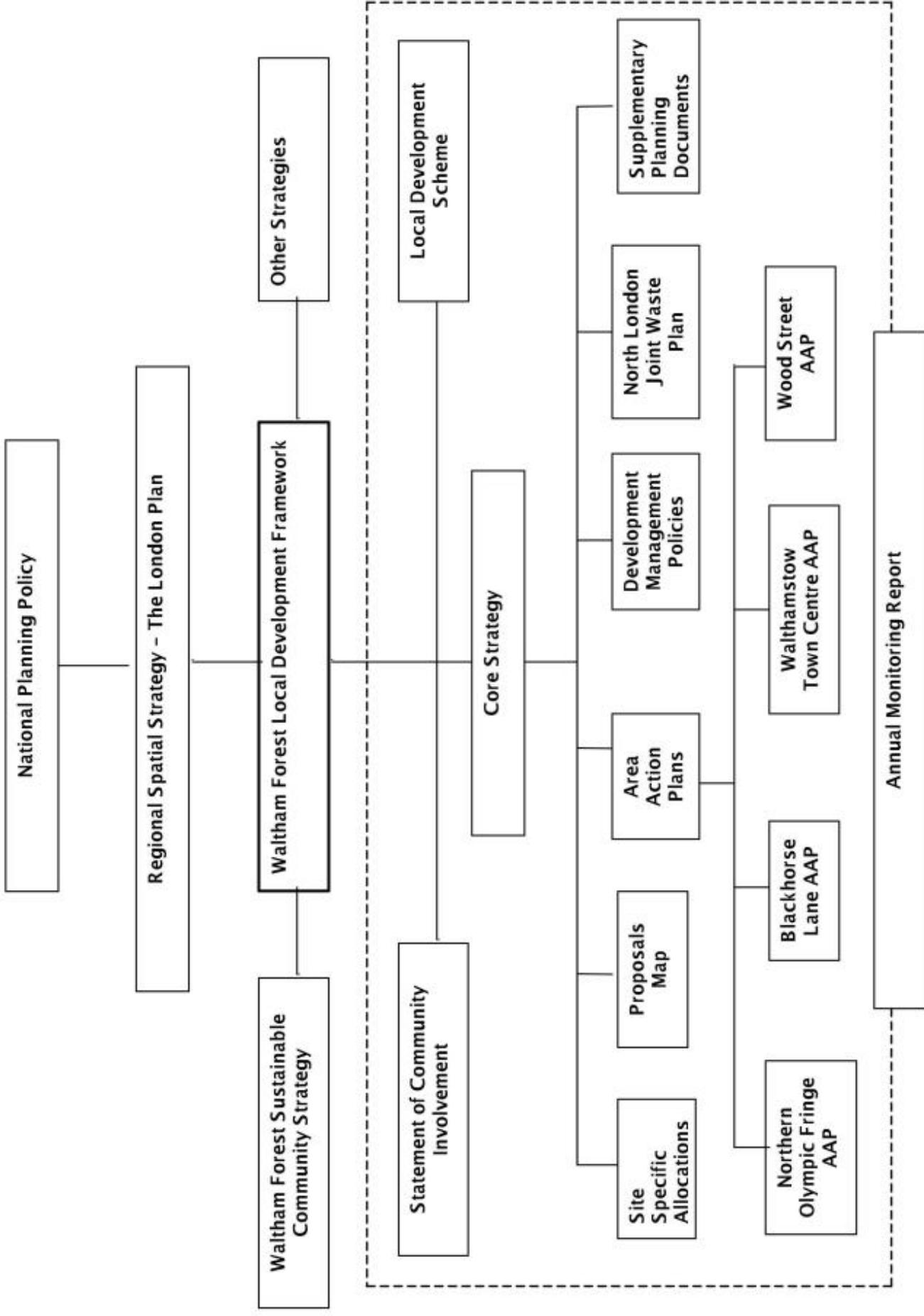
Retain wealth in the borough

3.6 In recent years we have seen more people on higher incomes leave the borough than move in. Some areas see high numbers of people moving in and out of the borough every year. Our town centres do not provide the leisure and shopping opportunities that people want. Quite simply, we need to become a destination of choice where people choose to stay. This means:

- Creating vibrant town centres with an attractive leisure and cultural offer.
- Transforming the design and quality of public space.
- Improving community safety and reducing anti-social behaviour.

Development Plan Documents (DPD)

- **Core Strategy** - the overarching policy document setting out the broad policy framework for all other documents in the LDF. All development plan documents in the LDF must be in conformity with the Core Strategy. (Section 7.1)
- **Development Management Policies** will translate the strategic policies in the Core Strategy into more detail to be used in assessing planning applications. (Section 7.3)
- **Site Specific Allocations** (Section 7.4)
- **Proposals Map** (Section 7.5)
- **Area Action Plans** will have a geographic dimension focused on smaller areas of the boroughs - setting out areas in which change is expected. These include:
 - Blackhorse Lane (Section 7.7)
 - Walthamstow Town Centre (Section 7.8)
 - Northern Olympic Fringe (Section 7.2)
 - Wood Street (Section 7.9)
- **North London Joint Waste Plan** - the Council is working with the North London boroughs of Hackney, Enfield, Haringey, Barnet, Camden and Islington on this document. (Section 7.6)



Key Stages of the DPD preparation process

Sustainability Scoping Stage

3.7 Local planning authorities are required to consult on the form of their Sustainability Appraisal Reports in a 'scoping report', presenting the information collected through the first stage of appraisal (stage A).

3.8 A scoping report has been produced to cover the scope of all Local Development Documents included in the Waltham Forest LDF. It includes a review of other relevant plans, policies and programmes that relate to the local area, information on the present state of the local environment (the baseline), a discussion of the local sustainability issues and a series of sustainability objectives that must be considered..

3.9 The main product of the scoping exercise is a series of sustainability objectives ('the Sustainability Appraisal Framework') which will be used to test DPDs and SPDs for the contribution they make towards sustainable development

Assembling baseline evidence and identification of issues and preferred options

3.10 The first stage of preparing any DPD is for the Council to gather its evidence by either carrying out or commissioning studies or collecting data that is already available. With the involvement of both the public and key stakeholders this evidence is used to help identify issues that the DPD will need to address and the options available to deal with them. The community and key stakeholders are consulted on these emerging issues and options, which help the Council to come up with its preferred option.

Preparation of and publication of the submission DPD

3.11 The comments received on the early consultation will influence the content of the DPD that we intend to submit to the Secretary of State. The submission DPD will contain the option we feel is best suited to achieve the objectives of the DPD. We will make the submission DPD available for a minimum of 6 weeks. This is a final opportunity for comments to be made on the issues of 'soundness'. This publication stage is not considered an additional stage of consultation, and we would not expect new issues to be raised at this stage. Any major issues should be raised at the previous stage. The Council will have to demonstrate that all reasonable efforts have been made to consult widely.

Submission to Secretary of State and Examination

3.12 The DPD is submitted to the Secretary of State along with a summary of comments received during initial consultation, and all comments received during the publication of the submission document. An independent Inspector will consider the representations, which, where necessary, will include hearings at a public examination.

Adoption stage

3.13 After the examination in public, the Inspector will produce a report which will be binding upon the Council. It will recommend any changes to the DPD before it can go on to be formally adopted by the Council as part of the LDF.

Stage	Description
Consult on Sustainability appraisal scoping report	The SA scoping report sets out the sustainability objectives used to appraise the effects of the DPD. This report is subject to consultation.
Public participation (Regulation 25)	Opportunity for interested parties and statutory consultees to make representations on the emerging DPD in accordance with the regulations and the Statement of Community Involvement.
Publication (Regulation 27)	The Council publishes the DPD which is followed with a minimum 6 week period when representations may be received on the DPD.
Submission (Regulation 30)	The Council submits the DPD to the Secretary of State with representations received and a summary of those representations.
Examination hearing	The Inspector hears evidence from invited parties to inform his consideration of the soundness of the plan.
Receipt of the Inspector's Report	The Council receives the Inspector's report which is binding on the authority.
Adoption	The Council can formally adopt the DPD.

Supplementary Planning Documents

3.14 These will cover a range of issues, which provide detailed guidance to supplement the policies in a Development Plan Document. They are a material consideration in determining planning applications. Following recent changes to the Development Plan Regulations ⁽²⁾ only those LDDs which are development plan documents are required to be included in the LDS.

3.15 Although Supplementary Planning Documents are no longer required to be included in the Local Development Scheme, it is appropriate to inform the community about the Council intentions to review existing documents and produce new documents. Supplementary Planning Documents are produced in consultation with interested parties and stakeholders but are not subject to examination.

2 The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2009

3.16 Supplementary Planning Documents are non-statutory documents which are not subject to independent examination and do not have Development Plan status. However, they will be subject to a thorough process of public consultation, in accordance with the Council's Statement of Community Involvement. They can also be 'material considerations' when making decisions about new development

3.17 The production stages of Supplementary Planning Documents (SPDs) are much shorter, in that no independent examination is required:

- **Pre-production** – comprising the collection of evidence/information and analysis, leading to the preparation a draft document.
- **Public Participation** – the Council consults on the draft SPD.
- **Adoption** – the Council will produce a final SPD and adopt this as part of the LDF.

Statement of Community Involvement

3.18 In support of the LDF, the Council is required to produce a Statement of Community Involvement (SCI). The document sets out how the community will be consulted during the production of Development Plan Documents and how it will be involved in development control decisions. The Council's Statement of Community Involvement was adopted in June 2007 - subject to a full review in 3 years. The SCI needs updating in light of recent regulations that changed the statutory process for Development Plan Documents. ⁽³⁾ Currently, it is proposed to undertake a partial review in 2011 to update the document. The Government is currently reviewing the role of SCIs and the way in which they are produced. Once the outcome of this process is known the Council will carry out a full review the SCI. Further information will be published on the Council's web site.

Annual Monitoring Report

3.19 The Council is also required to produce an Annual Monitoring Report (AMR). The purpose of the AMR is to assess the implementation of the Local Development Scheme and the extent to which policies in Local Development Documents are being achieved. Local planning authorities are expected to produce an Annual Monitoring Report submitted to the Secretary of State no later than the end of December each year. The most recent AMR document covered the period 1 April 2009 to 31 March 2010.

Sustainability Appraisal (SA) Strategic Environmental Assessment (SEA) and Appropriate Assessment

3.20 The Planning and Compulsory Purchase Act 2004 requires local development documents to be subject to a Sustainability Appraisal, which incorporates the requirements of the Strategic Environmental Assessment (SEA Directive). ⁽⁴⁾

3.21 All Development Plan Documents will be subject to a Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA). These are tools to ensure that policies in the LDF promote sustainable development and take into account the effects of development on the environment.

3 Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008

4 Directive on the Assessment of the Effects of Certain Plans and Programmes on the Environment (2001/42/EC)

3.22 Accordingly, the process of preparing documents needs to:

- Identify sustainability issues and problems;
- Collect base-line monitoring information;
- Predict significant effects more thoroughly;
- Secure greater consultation with the public and environmental authorities;
- Address and monitor the significant effects of the plan.

3.23 As part of the process, the Council must:

- Prepare a sustainability report on the significant effects of options and the draft plan;
- Carry out consultation on the draft plan and accompanying sustainability report;
- Take into account the sustainability report and the results of consultation in decision-making;
- Provide information when the plan is adopted and show how the results of the sustainability appraisal and SEA have been taken into account.

3.24 Development Plan Documents are now also subject to Appropriate Assessment (under the amended Habitats Regulations) to ensure proposals do not harm sites of international conservation value. It is expected that an Appropriate Assessment will be needed for some DPDs, such as the Core Strategy, but not for other DPDs and SPDs. Documents will be screened initially to see if Appropriate Assessment is required. If it is, then Appropriate Assessment will be carried out at the same time as Sustainability Appraisal. Under amendments brought in by the 2008 Planning Act, and the subsequent amendments to the regulations, SPDs are now not required to be subject to a sustainability appraisal.

4 The Evidence Base

4.1 The Planning & Compulsory Purchase Act requires the Council to keep under review:

- the main physical, economic, social & environmental characteristics of its area,
- main land uses
- population size, composition & distribution
- communications, transport system & traffic levels
- any other considerations which might be affected by the above.

4.2 This is ensure that all LDF documents are based on a thorough understanding of the borough's needs and of the opportunities and constraints affecting it. In assembling an evidence base, the Council will look to previous research in the borough as well as to new work and will draw on inputs from local organisations and stakeholders.

4.3 The main technical studies are listed below. The list is not necessarily comprehensive and may be extended and updated over time. These will be published on the Council's website.

Study	Purpose/Scope	Timescale (completion)
Retail & Leisure Study	Capacity assessment for new comparison and convenience retail floorspace required in the borough up to the period 2026 - also identifying the scale and nature of additional commercial leisure provision that may also be required.	October 2009
Employment Land Study	Assessment of the quantity, quality and suitability of employment land in the borough - also providing a forecast of future demand for employment land up to 2026.	October 2009
Affordable Housing Viability Study	To provide the evidence base for the Affordable Housing Policies in the Core Strategy and to inform the development of an SPD. The study is expected to provide a flexible borough wide affordable housing target that could respond to changing market conditions.	October 2009
High Density Housing Qualitative Study	Research on perceptions, attitudes regarding high density living - in particular the appropriateness of family provision in higher density developments. Key findings and policy implications will also inform the development of a Supplementary Planning Document on high density housing.	October 2009
Waltham Forest Strategic Infrastructure Plan	Assessment of existing and future required infrastructure. Delivery of an infrastructure plan showing what is needed, when, where and delivered by whom.	October 2009
Waltham Forest Healthy Living Hub	Masterplan and Scoping Study for the Town Hall Site, Waltham Forest College, Chestnuts Playing Fields, Waltham Forest Pool and Track and George Monoux College and Playing Fields.	July 2009
Climate Change Study	To provide the evidence base which will underpin the Climate Change Policies of the Core Strategy. This study will test the feasibility and viability of mechanisms to deliver CO2 reduction targets in new and existing development.	October 2009

Waltham Forest Local Development Scheme (2011-2013)

Study	Purpose/Scope	Timescale (completion)
Characterisation Study	An analysis of the key characteristics of the borough - history and pattern of development, also identifying areas of unique or special character. Evaluation/ assessment of key features in urban design terms with recommendations on how to promote local distinctiveness and identity, improve design quality, and meet the challenges of future growth within the borough.	July 2009
Wood Street Scoping Study	Assessment of the opportunities and constraints within the Wood Street area in relation to development potential, urban design, and area improvements. This study is expected to inform the Wood Street AAP.	October 2009
Lea Bridge Planning Framework	Assessment of redevelopment opportunities in the Lea Bridge area. The Lea Bridge Planning Framework together with the Northern Olympic Fringe Masterplan, will together form the basis of an AAP.	October 2009
Decentralised Energy Masterplanning (DeMap) Study	Preparation of a heat map for the borough with actual energy consumption data; identification of opportunities for establishing decentralised energy networks; and preparation of a high level implementation plan. This study builds upon and feeds into the London Heat Map prepared by the GLA and LDA.	February 2011
Strategic Flood Risk Assessment Level 2	To provide a more detailed understanding of flood risk in Waltham Forest and provide guidance on passing the exceptions test and requirements for site specific flood risk assessments, given risk in some of the boroughs key growth areas	May 2011
Climate Change Viability Study	Assessment of the feasibility and viability of achieving high environmental standards (including Code for Sustainable Homes and BREEAM standards); carbon reduction targets; and on-site renewable energy generation for new development in Waltham Forest. The study further evaluates how best to facilitate retrofitting of existing development to support carbon reduction targets of the borough.	May 2011
Open Spaces Strategy	Assessment of the supply and demand for open spaces. Identifies ways of protecting, creating and enhancing open spaces and improving their quality through good management to 2020.	September 2010
Playing Pitch Strategy	Assessment of the supply and demand of playing pitches across the Borough. Provides recommendations for the enhancement and increase of supply of playing pitches to 2020.	May 2011
Borough Investment Plan	Sets out the Council's priorities for investment in the short, medium and long term. Prepared at the request of the Homes and Communities Agency (HCA) as part of their 'Single Conversation' process.	September 2010
High Street Life Strategy	A strategy for improving shopfronts in Waltham Forest, also tackling the wider issues of the streetscape. Seeks to deliver the Council's 2012 Legacy programmes and the Mayor's Great Spaces Strategy.	April 2011
Habitats Regulations Assessment (HRA)	Assessment of the impacts of implementing a plan or policy on the integrity of Natura 2000 sites, otherwise known as European sites (Special Areas of Conservation (SACs), Special Protection Areas (SPAs) and, as a matter of Government policy, Ramsar sites), either in isolation or in combination with other plans and projects. Study provides advise on appropriate policy mechanisms for delivering mitigation where such effects are identified.	January 2011
Wood Street Development Framework	To provide a comprehensive spatial concept/design framework for the Wood Street Action Plan Area, also demonstrating the deliverability of proposals at identified key sites.	To be commissioned
Walthamstow Masterplan	Preparation of a masterplan for the Arcade site and Town Square Area. The study provides a design framework to guide the implementation of site specific proposals in this area of the town centre.	May 2011

Study	Purpose/Scope	Timescale (completion)
Blackhorse Lane Urban Design Framework	Seeks to provide developers with greater clarity of requirements in terms of detailed design matters for sites in Blackhorse Lane, including guidance specific to key opportunity sites at the Station Hub and Sutherland Road.	October 2011

5 Programme for 2011-2013

5.1 The current adopted planning framework for the borough is the Waltham Forest Unitary Development Plan (UDP) First Review.

5.2 This document was adopted on 30 March 2006. Under the transitional arrangements of the Planning and Compulsory Purchase Act 2004, policies and proposals in this document were automatically 'saved' for a period of three years from adoption until they are replaced through the Local Development Framework.

5.3 Beyond 30 March 2009, UDP policies and proposals could only be saved by direction of the Secretary of State for Communities and Local Government under paragraph 1(3) of Schedule 8 to the Planning and Compulsory Purchase Act 2004. Accordingly, the Council submitted a formal request to extend the life of the current UDP policies until they are replaced through the Local Development Framework.

5.4 A Direction was issued on 27 March 2009, saving nearly all of the policies and proposals in the UDP Review 2006 and allowing 5 policies and 22 development plan site-specific designations to expire. These are published on the Council's website: www.walthamforest/unitary-development-plan2006.htm

Development Plan Documents

5.5 In working towards the replacement plan - the Waltham Forest Local Development Framework (LDF), the Council has identified its priorities for production over the coming 3 years. The full list of Development Plan Documents that will be produced during the period include the following:

- Core Strategy DPD
- Development Management Policies DPD
- Site Specific Allocations DPD
- Proposals Map DPD
- Northern Olympic Fringe AAP
- North London Joint Waste Plan DPD.
- Blackhorse Lane AAP
- Walthamstow Town Centre AAP
- Wood Street AAP

5.6 The Council's main priority for 2011 will be the Core Strategy. The Core Strategy is the key document for delivering the spatial elements of the Council's Sustainable Community Strategy. It will comprise the long term vision for Waltham Forest to 2026, strategic planning objectives and a delivery strategy for achieving those objectives. It will contain core planning policies on key issues and will be the foundation for specific policy development in other DPDs and SPDs. Other documents will be substantially completed in 2012-13.

5.7 The detailed programme as described in Chapter 7 identifies the key milestones as set out in the revised regulations governing the process for preparing DPDs. ⁽⁵⁾

5.8 Background work is currently in progress towards the production of these documents. However as the Council first wishes to make sure about the content of the Core Strategy and its soundness, other development plan documents have been programmed to proceed to submission stage only after the Core Strategy has been examined.

5.9 With specific reference to the Blackhorse Lane AAP and the Walthamstow Town Centre AAP, the Council has prepared an "Interim Planning Policy Framework". These documents were previously prepared as master plans. It is intended to bring these into the LDF process.

5.10 A summary of the timetable is described in the table below. Please also see the LDS Chart (last page of this document).

Document	Consultation on Sustainability Appraisal Scoping Report	Public Participation ⁽⁶⁾	Publication	Submission	Examination ⁽⁷⁾	Adoption
Core Strategy DPD	June – September 2008	Issues & Options (Completed 2008) Preferred Options (Completed February 2010)	January-February 2011	May 2011	September 2011	December 2011
North London Waste Plan DPD	June – September 2008	Issues & Options (completed 2008) Preferred Options (completed 2009)	May-June 2011	October 2011	January 2012	July 2012
Northern Olympic Fringe & Lea Bridge AAP	June – September 2008	Issues & Options (Completed 2009) Preferred Options (Completed February 2011)	November - December 2011	March 2012	July 2012	October 2012

5 Town and County Planning (Local Development) (England) (Amendment) Regulations 2008 (SI No. 1371).

7 Anticipated date for the Examination In Public - subject to timetable to be set by the Planning Inspector.

6 Although two separate public participation stages are shown (as Issues & Options and Preferred Options), depending on the complexity of issues presented for a particular DPD, it may be necessary to carry out a single combined stage. Where this becomes appropriate, the Council will clarify the consultation process on its website.

Document	Consultation on Sustainability Appraisal Scoping Report	Public Participation (6)	Publication	Submission	Examination (7)	Adoption
Development Management Policies DPD	June – September 2008	Issues and Options (Completed February 2010) Preferred Options (Completed February 2011)	November - December 2011	March 2012	July 2012	October 2012
Proposals Map - Consolidated version. (8)						October 2012
Blackhorse Lane AAP	June – September 2008	Preferred Approach July - September 2011	April-May 2012	September 2012	January 2013	April 2013
Walthamstow Town Centre AAP	June – September 2008	Preferred Approach July - September 2011	April-May 2012	September 2012	January 2013	April 2013
Site Specific Allocations DPD	June – September 2008	Preferred Approach (October - December 2011)	July - August 2012	November 2012	April 2013	July 2013
Wood Street AAP	June – September 2008	Preferred Approach (October - December 2011)	July - August 2012	November 2012	April 2013	July 2013

Supplementary Planning Documents

5.11 In addition to reviewing existing Supplementary Planning Guidance/Supplementary Planning Documents, the Council intends to prepare a number of these documents to support new and existing policies. These will provide further detail and clarification on planning policy and the development management approach that will be followed in determining planning applications.

7 Anticipated date for the Examination In Public - subject to timetable to be set by the Planning Inspector.

6 Although two separate public participation stages are shown (as Issues & Options and Preferred Options), depending on the complexity of issues presented for a particular DPD, it may be necessary to carry out a single combined stage. Where this becomes appropriate, the Council will clarify the consultation process on its website.

8 The Proposals Map is not a stand alone document but instead forms part of other LDF Development Plan Documents (DPDs).

5.12 Information about the preparation and adoption of Supplementary Planning Documents will be published on the Council's website and monitored through the AMR process.

6 Project Management

Resources

6.1 Work on the Local Development Framework will continue to be undertaken by the Council's Environment & Regeneration Directorate's Spatial Planning Unit. The team currently consists of 8 staff. Further support is being provided by the Physical Regeneration and the 2012 Teams (on Area Action Plans for Blackhorse Lane, Walthamstow Town Centre, Northern Olympic Fringe and other SPDs).

6.2 The Head of Spatial Planning will have primary responsibility for production of Development Plan Documents and Supplementary Planning Documents. Project groups will be formed to carry out day-to-day work on individual documents. Other Directorate and Council staff resources will be drawn upon to augment these project groups as necessary – notably from the Development Management Group within the Environment & Regeneration Directorate, whilst from outside the Directorate assistance will be available in particular from Housing & Neighbourhood Services.

6.3 It is intended that sustainability appraisal/strategic environmental assessment work will be undertaken in house, but with consultancy support where necessary.

6.4 Contingency funding has been put in place to cover the likely additional costs of external resources (e.g. consultants), consultations, public examinations, etc., expected to be needed during preparation of the LDF. These will be kept under review through the Council's budget monitoring and performance management procedures.

6.5 A significant part of the Local Development Framework process is how it is to be managed. The Council has a basic Project Management Framework upon which the process will be based. The profiles in Chapter 7 set out the management responsibility for the preparation of each document. With the exception of the North London Waste Plan, (Chapter 7, Section 7.6) all documents currently listed will be overseen by the Spatial Planning Team under the Head of Spatial Planning. Overall progress will be maintained by the Assistant Director for Development with service involvement and linkages through the Regeneration Board.

6.6 Political overview will be through regular meetings of the Portfolio Holder. For each Development Plan Document (DPD), approval of documents at each of the main stages (issues and options, preferred approach, proposed submission and final submission) will be via the Portfolio Holder. At these stages, reports may be called for further consideration through the Council's Scrutiny Committees. Consultation drafts of Supplementary Planning Documents (SPDs) will be approved by the relevant Cabinet Portfolio Holder. Final versions of all SPDs and DPDs will be approved by the Council's Cabinet.

Risk Assessment

6.7 The following areas of risk have been identified in preparing this Local Development Scheme together with a set of contingency methods to address them:

- (a) Insufficient staff resources / potential staff turnover – currently, the Spatial Planning Unit comprises 8 posts.

- (b) Programme slippage due to other Council priorities – LDF production will be integrated within the Council's annual service planning and performance management framework. The Council's scheme of delegation will be used where appropriate to expedite the production process.
- (c) Lack of up to date data and information for the LDF evidence base – gaps in the evidence base have been identified and consultancy support is being sought to address these.
- (d) Budget constraints – the Council is undertaking a long-term Efficiency Review which may result in the need for future budget savings affecting plan progress.
- (e) External Factors – e.g. any further proposed changes to the London Plan following a change of Mayoral priorities.
- (f) The introduction of an additional tier of development plans is currently being considered by the central government in the form of the 'Neighbourhood Development Plan' to be prepared by local groups under the Localism Bill. Local authorities are expected to assist such groups with advice and support. The government will be progressing the Localism Bill through Parliament later in 2011. This is likely to have some impact on this programme.

Monitoring and Review

6.8 The Waltham Forest Local Development Framework will be monitored annually through the Annual Monitoring Report Monitoring (AMR). This report will:

- Specify how the Council is performing against the timescales set out within the LDS.
- Provide information on the extent to which policies within the LDDs are being achieved.
- Provide an up-to-date list of relevant background documents and publications.
- Outline the status of the policies in the Unitary Development Plan First Review.
- Conclude whether any LDDs need reviewing in advance of their scheduled main review date.
- Propose updating the LDS as appropriate.

6.9 The purpose of the Annual Monitoring Report (AMR) is described in paragraph 2.1. The AMR is agreed by the Council's Cabinet and will be publicly available. When prepared, it will be submitted to the Government and Mayor for information.

6.10 Each Local Development Document will need to be reviewed on a regular basis to ensure that it is kept up to date. Changes affecting the contents of each document will be considered through Annual Monitoring Report. Each LDD has been given a formal review period of two, three or four years. This period has been determined having regard to the relative importance placed on ensuring each document is kept as up-to-date as possible, together with an analysis of the likelihood of change affecting the contents of the document. However, in addition to the scheduled reviews, each AMR will consider whether earlier reviews are required.

6.11 This staggered review period will also ensure that the planning policy workload is spread out as consistently as possible across a three year period.

6.12 This LDS effectively outlines a work programme for the Council on planning policy over the next three years. The formal schedule is set out in the Chapter 7 covering the period between 2011 to 2013.

7 Document Profiles

7.1 Core Strategy DPD

Title:	Core Strategy
Status:	Development Plan Document
Role:	<p>The lead document in the Waltham Forest Local development Framework providing the overarching policy framework over the next 15 years. It will seek to 'join up' town planning issues with plans and strategies that deal with community uses such as health, community safety, social cohesion, housing, employment, education, transport, the environment and regeneration. All other planning documents need to be prepared in line with the strategic direction provided by the Core Strategy. The key elements to be covered in the Core Strategy are as follows:</p> <ul style="list-style-type: none"> • Spatial vision/objectives setting out how the borough will grow and develop • Spatial strategy identifying the broad locations for development, protection and change • Core policies for addressing the vision and objectives.
Geographic coverage:	Whole borough - Waltham Forest
Conformity:	National Policy and London Plan
Lead:	Spatial Planning Unit, London Borough of Waltham Forest
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit - in collaboration with other Council Departments
Management:	Spatial Planning Unit. Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	<p>As per the Council's Statement of Community Involvement. Consultation undertaken at key stages as follows:</p> <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging options - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.
UDP Saved Policies	The Core Strategy is expected to replace many of the strategic policies of the UDP Review.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽⁹⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	Undertaken January - February 2010
Publication	January - February 2011
Submission	May 2011
Examination	September 2011
Adoption	December 2011

9 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

7.2 Northern Olympic Fringe AAP

Title:	Northern Olympic Fringe AAP
Status:	Area Action Plan
Role:	The 2012 Games and their legacy will transform East London. This AAP will put in place a planning framework to guide the development of the Northern Olympic Fringe area within Waltham Forest's boundaries. As background, in 2008, the Council commissioned separate studies on the Northern Olympic Fringe Master Plan and the Lea Bridge Planning Framework. These addressed specific issues regarding neighbourhood integration, connectivity with the Olympic Park and Stratford City, and land use optimisation. This AAP covers the study areas within Waltham Forest covered by the Lea Bridge Planning Framework and the Northern Olympic Fringe Masterplan.
Geographic coverage:	The Northern Olympic Fringe site occupies a key location at the heart of the Lower Lea Valley and adjoins east London's important green network. The study area consist of four character areas: Leyton - the tightly knit urban fabric of Leyton, centred around Leyton High Road and the Leyton Mills site, Marsh Lane/Church Road, Lea Bridge - in the north east including the strategically important industrial sites of Argall Way and Rigg Approach, as well as the small town centre around Lea Bridge Road and Lea Valley - in the north west which provides a gateway from Lea Bridge Road into the Lee Valley Regional Park and Walthamstow Wetlands.
Conformity:	National Policy and London Plan. The Council notes that the GLA is seeking to progress a new Olympic SPG to cover the legacy of the 2012 Games.
Lead:	Spatial Planning Unit
Joint working:	With Council Departments and the other External Partners - GLA and cross-borough boundary working.
Resources:	Spatial Planning Unit - with support from Environment & Regeneration (2012 Team)
Management:	AAP Project Group, Regeneration Board, Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	As per the Council's Statement of Community Involvement. Consultation will be undertaken at key stages as follows: <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging options - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽¹⁰⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	Undertaken January - February 2011
Publication	November - December 2011
Submission	March 2012
Examination	July 2012
Adoption	October 2012

10 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

7.3 Development Management Policies DPD

Title:	Development Management Policies DPD
Status:	Development Plan Document
Role:	The document will set out the key policies against which all planning applications will be assessed with the aim of delivering the Core Strategy vision; as per the Core Strategy likely subject areas will be: Employment & Enterprise; Housing; Town Centres & Retailing; Recreation & Leisure; Community Facilities; Transport & Accessibility; Crime Prevention, Community Safety & the Public Realm; Sustainability & Climate Change; Waste & Recycling.
Geographic coverage:	Whole borough - Waltham Forest
Conformity:	National Policy and London Plan
Lead:	Spatial Planning Unit
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit
Management:	Spatial Planning Unit. Regeneration Board, Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	As per the Council's Statement of Community Involvement. Consultation will be undertaken at key stages as follows: <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging options - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.
UDP Saved Policies	The Development Management Policies will replace many of the policies of the UDP Review.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽¹¹⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	Undertaken January - February 2011
Publication	November - December 2011

11 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

Production Stages	Timetable
Submission	March 2012
Examination	July 2012
Adoption	October 2012

7.4 Site Specific Allocations DPD

Title:	Site Specific Allocations DPD
Status:	Development Plan Document
Role:	To identify land that has been allocated for specific types of development. It will set out sites identified for future re-development or enhancement via partnership working with the community, stakeholders and developers and from monitoring unimplemented planning permissions. As appropriate, it may also include policies for the delivery of the site specific allocations or links to policies in other DPDs.
Geographic coverage:	Whole borough - Waltham Forest
Conformity:	National Policy and London Plan
Lead:	Spatial Planning Unit
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit
Management:	Spatial Planning Unit, Regeneration Board. Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	<p>As per the Council's Statement of Community Involvement. Consultation will be undertaken at key stages as follows:</p> <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging approach - as may be refined through the plan making process. - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.
UDP Replacement	Subject to public consultations: the Sites Schedule DPD will replace various appendices in the UDP Review showing housing site designations, mixed use regeneration areas, etc.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽¹²⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	October - December 2011

¹² A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

Production Stages	Timetable
Publication	July - August 2012
Submission	November 2012
Examination	April 2013
Adoption	July 2013

7.5 Proposals Map DPD

Title:	Proposals Map DPD
Status:	Development Plan Document
Role:	<p>The Map will be on an Ordnance Survey base and illustrate Development Plan Document policies & proposals for the allocation of land for specific types of development – covering a ten-year period from its adoption. It will identify:</p> <ul style="list-style-type: none"> • Areas of the borough where area-specific core policies apply • Area Action Plan boundaries • Significant development sites (programmed or with outstanding planning consent) • Safeguarded sites for notable land uses or activities • Other relevant area/site-specific designations
Geographic coverage:	Whole borough - Waltham Forest
Conformity:	National Policy and London Plan
Lead:	Spatial Planning Unit
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit
Management:	Spatial Planning Unit. Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	<p>As per the Council's Statement of Community Involvement. Early consultation will be undertaken in key stages as follows:</p> <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging options - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.
UDP Saved Policies	Subject to public consultations: the Proposals Map will replace all policy designations shown on the UDP Proposals Map (which will be rolled forward or deleted)

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report (13)	Undertaken (May - June 2008)
Public Participation - The Proposals Map is not a stand alone document but instead forms part of other LDF Development Plan Documents (DPDs). Where changes to the Proposals Map are identified as part of the DPD process, these will be published for consultation with the relevant plan document.	October 2012 - with Development Management Policies Document.

13 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

7.6 North London Waste Plan DPD

Title:	North London Waste Plan DPD
Status:	Development Plan Document
Role:	<p>To detail a set of policies and proposals against which sites for the development of waste handling facilities can be identified, and to provide a policy framework against which planning applications for waste development buildings and land use will be considered.</p> <p>To provide a framework for waste planning jointly by the seven boroughs that form the North London Waste Authority, following consultation arrangements in line with the timing and format of the consultation strategy written as part of the Joint Waste DPD.</p> <p>To identify the sites for waste handling facilities that will be necessary to meet targets on waste and recycling.</p>
Geographic coverage:	Whole borough - Waltham Forest
Conformity:	National Policy and London Plan
Lead:	Spatial Planning Team
Joint working:	Joint Planning Group and the Planning Officers Group of the North London Waste Authority
Resources:	Programme Officer - Joint Waste DPD and the Borough Planning Officers representing other North London boroughs (Waltham Forest, Camden, Haringey, Enfield, Barnet, Hackney and Islington)
Management:	Joint Planning Officers Group, Head of Planning Group, Member involvement through Joint Members Group representing the 7 boroughs. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	<p>As per the Council's Statement of Community Involvement. Consultation will be undertaken in stages as follows:</p> <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging options - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.
UDP Saved Policies	Subject to public consultations: the Joint Waste DPD will replace policies WPM 1-6 in the UDP covering waste issues and may bring forward new land use designations.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report	Undertaken (June 2007)
Public Participation (Preferred Options)	undertaken October - November 2009
Publication	May- June 2011
Submission	October 2011
Examination	January 2012
Adoption	July 2012

7.7 Blackhorse Lane AAP

Title:	Blackhorse Lane AAP
Status:	Area Action Plan
Role:	The document will be a detailed planning framework for development and regeneration in the Blackhorse Lane area up to 2026 – putting into effect the vision set out in the Core Strategy. It will need to link in with the Upper Lea Valley Opportunity Area Planning Framework.
Geographic coverage:	Blackhorse Lane and surrounding area
Conformity:	National Policy and London Plan
Lead:	Environment and Regeneration - Physical Regeneration
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit - with support from Physical Regeneration Team
Management:	AAP Project Group. Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	As per the Council's Statement of Community Involvement. Consultation will be undertaken in key stages as follows: <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging approach - as may be refined through the plan making process. - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽¹⁴⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	July - September 2011
Publication	April-May 2012
Submission	September 2012
Examination	January 2013
Adoption	April 2013

14 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

7.8 Walthamstow Town Centre AAP

Title:	Walthamstow Town Centre AAP
Status:	Area Action Plan
Role:	The document will be a detailed planning framework for the future development of Town Centre and the surrounding area up to 2026 – putting into effect the vision set out in the Core Strategy.
Geographic coverage:	Walthamstow Town Centre
Conformity:	National Policy and London Plan
Lead:	Environment and Regeneration - Physical Regeneration
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit - with support from Physical Regeneration Team
Management:	AAP Project Group, Regeneration Board. Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	As per the Council's Statement of Community Involvement. Early consultation will be undertaken in two stages: <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging approach - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽¹⁵⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	July - September 2011
Publication	April-May 2012
Submission	September 2012
Examination	January 2013
Adoption	April 2013

15 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

7.9 Wood Street AAP

Title:	Wood Street Area AAP
Status:	Area Action Plan
Role:	The document will be a detailed planning framework for the future development of Wood Street Town Centre and the surrounding area – putting into effect the vision set out in the Core Strategy.
Geographic coverage:	Wood Street and surrounding area
Conformity:	National Policy and London Plan
Lead:	Spatial Planning Unit
Joint working:	With Council Departments and the other External Partners
Resources:	Spatial Planning Unit - with support from Physical Regeneration Team
Management:	AAP Project Group. Member involvement through Portfolio Holder updates and Scrutiny Panels. Cabinet to approve Proposed Submission Stage and Adoption.
Community Involvement:	As per the Council's Statement of Community Involvement. Consultation will be undertaken at key stages as follows: <ul style="list-style-type: none"> - Consultation on issues and possible options - Consultation on preferred/emerging approach - Consultation on Proposed Submission
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Consultation on Sustainability Appraisal (SA) Scoping Report ⁽¹⁶⁾	Undertaken (May - June 2008)
Public Participation (Preferred Approach)	October- December 2011
Publication	July - August 2012
Submission	November 2012
Examination	March 2013
Adoption	July 2013

16 A Sustainability Appraisal Scoping Report has been undertaken to cover the scope of all Local Development Documents.

