

## London Borough of Waltham Forest



## Local Development Scheme 2013 - 2016

September 2013

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london



Waltham Forest

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<p>يمكن توفير هذه الوثيقة أو ملخصها بلغات أخرى أو بالطباعة الكبيرة أو بلغة بريل أو على الشريط. ويمكن توفير خدمة ترجمة عند الطلب. وإذا احتجت من هذه الخدمات الرجاء الاتصال معنا على العنوان المذكور أدناه.</p>	<p>यह पर्चा या इसका संक्षेप अन्य भाषाओं में, बड़े अक्षरों में या सुनने वाली टेप पर माँग कर लिया जा सकता है, और अन्य भाषाओं में अनुवाद की सुविधा भी मिल सकती है। यदि आपको इन सुविधाओं की ज़रूरत है तो कृपया निम्नलिखित पते पर हमारे साथ संपर्क करें।</p>
<p>অনুরোধক্রমে এই ডকুমেন্ট অথবা এর সারসর্ম অন্যান্য ভাষায়, বড় ছাপার অক্ষরে, ব্রেইল বা অক্লিপিটে, অডিও টেইপ বা বাজিয়ে শোনার কেসেটে অথবা অনুবাদ করে দেয়ার ব্যবস্থা করা যাবে। আপনার যদি এসব সেবাসমূহের প্রয়োজন হয়, তাহলে অনুগ্রহ করে আমাদের সাথে নীচের ঠিকানায় যোগাযোগ করুন।</p>	<p>ਇਹ ਪਰਚਾ ਜਾਂ ਇਹਦਾ ਖੁਲਾਸਾ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ, ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ, ਜਾਂ ਸੁਣਨ ਵਾਲੀ ਟੇਪ 'ਤੇ ਮੰਗ ਕੇ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ, ਅਤੇ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ ਤਰਜਮਾ ਕਰਨ ਦੀ ਸਹੂਲਤ ਵੀ ਮਿਲ ਸਕਦੀ ਹੈ। ਜੇ ਇਹਨਾਂ ਸਹੂਲਤਾਂ ਦੀ ਤੁਹਾਨੂੰ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਹੇਠ ਲਿਖੇ ਪਤੇ 'ਤੇ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰੋ।</p>
<p>我們可以按照您的要求向您提供此文件或其摘要的母語譯本、大字印刷版本、盲文版本、錄音帶或者提供其他翻譯服務。如果您需要以上服務，請通過以下的地址與我們取得聯繫。</p>	<p>İstekte bulunursanız, bu broşürü ya da broşürün özetinin Türkçesini size gönderebiliriz. Ayrıca broşürün iri harfli baskısı, görme engelliler için parmak ucuyla okunabilen Braille alfabesiyle yazılmış kabartma şekli ve ses kaseti de olup istek üzerine broşürün özetini sözlü olarak da size Türkçe okuyabiliriz. Bu hizmetlerden yararlanmak için aşağıda yazılı adresten bize ulaşabilirsiniz.</p>
<p>Ce document ainsi que son résumé sont disponibles dans d'autres langues, en gros caractères, en braille et sur support audio. Une version traduite peut également être obtenue sur demande. Pour obtenir l'un de ces services, veuillez nous contacter à l'adresse ci-dessous.</p>	<p>یہ دستاویز یا اس کا خلاصہ دیگر زبانوں، بڑے حروف، یا آڈیو ٹیپ کی شکل میں دستیاب ہو سکتا ہے، یا درخواست کرنے پر ترجمے کی سروس دستیاب ہو سکتی ہے۔ اگر آپ ان سروسز تک رسائی حاصل کرنا چاہتے ہیں تو براہ مہربانی ہم سے نیچے دیئے گئے پتے پر رابطہ کیجئے۔</p>
<p>Name _____ Address _____ _____ Telephone No _____</p>	<p>CONTACT: Planning Policy Team Environment and Regeneration London Borough of Waltham Forest Sycamore House, Waltham Forest Town Hall Forest Road, Walthamstow, London, E17 4JF  Telephone 020 8496 3000 Email: <a href="mailto:planning.policy@walthamforest.gov.uk">planning.policy@walthamforest.gov.uk</a> Web site: <a href="http://www.walthamforest.gov.uk">www.walthamforest.gov.uk</a></p>

## 1 Foreword

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 April 2011 covering the period to 2013. Following recent monitoring of the scheme, it has become necessary to update the programme to cover the next 3 years (from 2013-2016).

The Council's Core Strategy document is in place (adopted March 2012). This is the overarching policy document setting out the broad policy framework for all other supporting Local Plan documents. Good progress has also been made on the Development Management Policies. Following independent examination this year, the Council intends to formally adopt this document by December 2013. This current programme provides information on the other emerging development documents including the Area Action Plans for Blackhorse Lane, Walthamstow Town Centre, Northern Olympic Fringe and Wood Street and also the Site Specific Allocations Document. The Council intends to ensure that these are substantially in place by 2016.

For further information, please contact:

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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 LDS has been prepared in accordance with the Localism Act (2011), the National Planning Policy Framework and the Local Planning Regulations (2012) as amended.

**1.2** Following the publication of the National Planning Policy Framework and the introduction of the Town & Country Planning (Local Planning) Regulations 2012, the requirements for preparing Local Development Schemes have changed significantly. Whereas the previous Regulations (2004) and policy guidance (PPS12) clearly set out the scope and content of the Scheme, the new Regulations only make vague reference to Local Development Schemes in relation to the preparation of Annual Monitoring Reports. The National Planning Policy Framework is silent on the matter. In the absence of detailed legislation and guidance, it is left to local planning authorities to decide on the scale and scope of their Scheme, which meets their local needs.

**1.3** This document is a revision to the Local Development Scheme for Waltham Forest published in April 2011. It sets out the Development Plan Documents (DPDs) the Council will intend to prepare over the next 3 years and their timetable.

**1.4** This document sets out the timetable for the following emerging documents:

- Blackhorse Lane Area Action Plan
- Northern Olympic Fringe Area Action Plan
- Walthamstow Town Centre Area Action Plan
- Wood Street Area Action Plan
- Site Specific Allocations Document

**1.5** Copies of this LDS can be obtained from the Council or viewed via the Council's website: [www.walthamforest.gov.uk/local-development-scheme](http://www.walthamforest.gov.uk/local-development-scheme).

**1.6** 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.



## **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 Development Plan 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, and
- To provide an explanation of how progress against the Local Development Scheme will be monitored.

### **Review of the Local Development Scheme**

**2.2** The most recent scheme was adopted in April 2011. This revision set out the programme for the Local Development Documents that the Council intended to prepare in the period 2011–2013.

**2.3** This scheme has been monitored and further revision is necessary to make adjustments to the programme following the adoption of Core Strategy on 1 March 2012 and progress made on the Development Management Policies Document. The Development Management Policies document is soon to be adopted following successful independent examination and the receipt of the Inspector's Report.

**2.4** This review seeks to develop a more robust programme which is expected to deliver the remaining development plan documents in a timely manner.

### 3 The Waltham Forest Local Plan

**3.1** The Waltham Forest Local Plan 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. This document was adopted on 1st March 2012.
- **Development Management Policies** translates the strategic policies in the Core Strategy into more detail to be used in assessing planning applications. It is supported by a Proposals Map. Following successful examination, the Council intends to formally adopt this document by December 2013
- **Site Specific Allocations** (Section 6.4)
- **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 6.2)
  - Walthamstow Town Centre (Section 6.1)
  - Northern Olympic Fringe (Section 6.3)
  - Wood Street (Section 6.5)
- **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 6.6)



National Planning Policy

Regional Spatial Strategy - The London Plan

Waltham Forest Sustainable  
Community Strategy

Waltham Forest Local Development Framework

Other Strategies

Statement of Community  
Involvement

Local Development  
Scheme

Core Strategy

Site  
Specific  
Allocations

Proposals  
Map

Area  
Action  
Plans

Development  
Management  
Policies

North London  
Joint Waste  
Plan

Supplementary  
Planning  
Documents

Northern  
Olympic Fringe  
AAP

Blackhorse  
Lane AAP

Walthamstow  
Town Centre AAP

Wood Street  
AAP

Annual Monitoring Report

## **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 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 Local Plan.

**Key Stages of the Plan Making Process**

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	Opportunity for interested parties and statutory consultees to make representations about what the local plan should contain. Regulation 18 <sup>(1)</sup>
Public Participation	Opportunity for interested parties and statutory consultees to make representations on the draft plan (as Preferred Options ). This is an early stage informal consultation after which the Submission Draft version is prepared.
Publication	The Council publishes the DPD which is followed with a minimum 6 week period when formal representations may be received on the DPD. Regulation 19 <sup>(2)</sup>
Submission (Regulation 22)	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. Supplementary Planning Documents are produced in consultation with interested parties and stakeholders.

1 Town and Country Planning (Local Planning) (England) Regulations 2012

2 Town and Country Planning (Local Planning) (England) Regulations 2012

**3.15** 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

**3.16** The production stages of Supplementary Planning Documents (SPDs) typically involve the following stages:

- **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, considers the issues raised and prepares a final document.
- **Adoption** – the Council formally adopts the document.

**3.17** Supplementary Planning Documents are not included in this Local Development Scheme. For information on the review of existing documents and publication of new documents, please contact the Planning Policy Team.

### **Statement of Community Involvement**

**3.18** The Council has prepared and adopted 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. The Council intends to carry out a review of this document in 2014.

### **Annual Monitoring Reports**

**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. AMR documents are published by 31 December each year. During the 3 year period of this LDS, it is intended to publish AMR documents to cover the following periods:

- 1 April 2012 - 31 March 2013
- 1 April 2013 - 31 March 2014
- 1 April 2014 - 31 March 2015
- 1 April 2015 - 31 March 2016

### **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).<sup>(3)</sup>

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

**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 Development Plan Documents promote sustainable development and take into account the effects of development on the environment.

**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. 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.

## **The Evidence Base**

**3.25** 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.

**3.26** This is ensure that all Development Plan 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.

**3.27** The main technical studies undertaken by the Council are published on the Council's website.

## 4 Programme for 2013-2016

### Development Plan Documents

**4.1** The main plan documents to be produced during the period are as follows:

- Walthamstow Town Centre AAP
- Blackhorse Lane AAP
- Northern Olympic Fringe AAP
- Site Specific Allocations DPD
- Wood Street AAP
- North London Joint Waste Plan DPD.

**4.2** The Council's main priority for 2013 will be the Walthamstow Town Centre AAP which will be submitted for examination on 27 September 2013. Other documents will be substantially completed during the period 2014-16. The detailed programme as described in Chapter 6 identifies the key milestones for these documents.

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



Document	Current Stage/Progress	Public Participation (4)	Submission	Examination (5)	Adoption
North London Waste Plan DPD	Initial Consultation (Regulation 18) completed March- May 2013	<ul style="list-style-type: none"> <li>● Consultation on Draft Plan: Summer 2014</li> <li>● Publication Stage (Proposed Submission Consultation: Summer 2015)</li> </ul>	Winter 2015	Spring 2016	Winter 2016
Northern Olympic Fringe & Lea Bridge AAP	<ul style="list-style-type: none"> <li>● Issues &amp; Options (Completed 2009)</li> <li>● Preferred Options (Completed February 2011)</li> <li>● Proposed Submission version prepared (October 2011) pending resolution of outstanding issues</li> </ul>	<ul style="list-style-type: none"> <li>● Further informal engagement: January- February 2014</li> <li>● Publication Stage (Proposed Submission Consultation : August - September 2014)</li> </ul>	March 2012	July 2012	October 2012
Blackhorse Lane AAP	<ul style="list-style-type: none"> <li>● Preferred Options undertaken: July - September 2011</li> <li>● Proposed Submission undertaken: February-March 2013</li> <li>● Submission stage delayed pending consideration of post publication issues/further evidence work</li> </ul>	Already undertaken (6)	February 2014	June 2014	December 2014

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

4 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.

6 Further consultation (if necessary) will be published on the Council's website.

Document	Current Stage/Progress	Public Participation (4)	Submission	Examination (5)	Adoption
Walthamstow Town Centre AAP	<ul style="list-style-type: none"> <li>Preferred Options (July - September 2011)</li> <li>Proposed Submission undertaken: February-March 2013</li> </ul>	Already undertaken	September 2013	January 2014	July 2014
Site Specific Allocations DPD	<ul style="list-style-type: none"> <li>Preferred Options (July - September 2013)</li> </ul>	<ul style="list-style-type: none"> <li>Publication Stage (Proposed Submission January -February 2015)</li> </ul>	June 2015	September 2015	February 2016
Wood Street AAP	<ul style="list-style-type: none"> <li>Preferred Options (July - September 2013)</li> </ul>	<ul style="list-style-type: none"> <li>Publication stage (Proposed Submission (October - November 2014)</li> </ul>	February 2015	May 2015	October 2015

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

4 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.

## Supplementary Planning Documents

**4.4** 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.

**4.5** Information about the preparation and adoption of Supplementary Planning Documents (SPDs) will be published on the Council's website and monitored through the AMR process.

**4.6** At this stage the Council has identified the need to undertake work on the following SPDs during 2014

- Locally Listed Buildings
- Shopfront Design (Review)
- Urban Design (Review)
- Residential Conversions (Review)
- Transport
- Climate Change

## 5 Project Management

### Resources

**5.1** Work on the Local Development Framework will continue to be undertaken by the Planning Policy Team (Environment & Regeneration Directorate). The team currently consists of 7 staff. Further support is being provided by the Regeneration Team (on the Area Action Plans for Blackhorse Lane, Walthamstow Town Centre, Northern Olympic Fringe and Wood Street).

**5.2** The Head of Planning Policy & Regeneration will have primary responsibility for production of Development Plan Documents and Supplementary Planning Documents. Where necessary 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 and Housing.

**5.3** It is intended that sustainability appraisal/strategic environmental assessment work will be undertaken with consultancy support.

**5.4** 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 their preparation. These will be kept under review through the Council's budget monitoring and performance management procedures.

**5.5** The profiles in Chapter 6 set out the management responsibility for the preparation of each document. With the exception of the North London Waste Plan, which has its own governance arrangements through the Heads of Planning and the Members Planning Group of the partnership boroughs, all documents will be directly overseen by the Head of Planning Policy & Regeneration. Overall progress will be maintained by the Assistant Director for Development with service involvement and linkages through the Regeneration Board.

**5.6** 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. Final versions of all SPDs and DPDs will be approved by the Council's Cabinet.

### Risk Assessment

**5.7** 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 Planning Policy Team comprises 7 posts with one member is on maternity leave.
- (b) Programme slippage due to other Council priorities – DPD 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 evidence base – gaps in the evidence base have been identified and consultancy support will be sought to address these as and when necessary.
- (d) Budget constraints – the current period of financial austerity may result in the need for future budget cuts affecting plan progress.
- (e) External Factors – e.g. any further proposed changes to the London Plan following a change of Mayoral priorities.
- (f) Neighbourhood Planning - the Localism Act 2011 has provided for a new neighbourhood planning regime. The Act allows groups of people from the community to form neighbourhood forums, to formulate Neighbourhood Development Plans and Orders, which can guide and shape development in a particular area. The Council has a duty to provide support and advice on such plans. Currently no applications proposing the establishment of neighbourhood forums have been submitted to the Council. However work on such plans in future is expected to impact on existing resources.

## **Monitoring and Review**

**5.8** Progress on the preparation of DPDs 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.
- Conclude whether any documents need reviewing in advance of their scheduled main review date.
- Propose updating the LDS as considered necessary.

**5.9** The purpose of the Annual Monitoring Report (AMR) is described in paragraph 3.19. Each DPD will be reviewed periodically on a regular basis to ensure that it is kept up to date. The performance of development plan policies and proposals will be monitored through Annual Monitoring Report.

**5.10** This LDS effectively outlines the work programme the Council intends to undertake on development plan documents over the next three years. The formal schedule is set out in the Chapter 6 covering the period between 2013 to 2016.



## Document Profiles

## 6 Document Profiles

### 6.1 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:	Planning Policy Team
Joint working:	With Council Departments and the other External Partners
Resources:	Planning Policy & Regeneration Team
Management:	AAP Project Group, Regeneration Board. Member involvement through Portfolio Holder updates and Scrutiny Committee. 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"> <li>- Consultation on issues and possible options (already undertaken)</li> <li>- Consultation on preferred/emerging approach (already undertaken)</li> <li>- Consultation on Proposed Submission (undertaken February- March 2013)</li> </ul>
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Public Participation (Preferred Approach)	22 August to 30 September 2011)
Publication	18 March - 29 April 2013)
Submission	27 September 2013
Examination (EIP)	January 2014
Adoption	July 2014

## 6.2 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:	Planning Policy Team
Joint working:	With Council Departments and the other External Partners
Resources:	Planning Policy & Regeneration
Management:	AAP Project Group. Member involvement through Portfolio Holder updates and Scrutiny Committee. 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"> <li>- Consultation on issues and possible options (undertaken)</li> <li>- Consultation on preferred/emerging approach - as may be refined through the plan making process (undertaken)</li> <li>- Consultation on Proposed Submission (undertaken 18 March - 29 April 2013)</li> </ul>
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Public Participation (Preferred Approach)	22 August to 30 September 2011
Publication	18 March - 29 April 2013
Submission	February 2014
Examination (EIP)	June 2014
Adoption	December 2014

### 6.3 Northern Olympic Fringe AAP

<b>Title:</b>	<b>Northern Olympic Fringe AAP</b>
<b>Status:</b>	Area Action Plan
<b>Role:</b>	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.
<b>Geographic coverage:</b>	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.
<b>Conformity:</b>	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.
<b>Lead:</b>	Planning Policy Team
<b>Joint working:</b>	With Council Departments and the other External Partners - GLA and cross-borough boundary working.
<b>Resources:</b>	Planning Policy & Regeneration Team
<b>Management:</b>	AAP Project Group, Regeneration Board, Member involvement through Portfolio Holder updates and Scrutiny Committee. Cabinet to approve Proposed Submission Stage and Adoption.
<b>Community Involvement:</b>	As per the Council's Statement of Community Involvement. Consultation will be undertaken at key stages as follows: <ul style="list-style-type: none"> <li>- Consultation on issues and possible options (undertaken)</li> <li>- Consultation on preferred/emerging options (undertaken)</li> <li>- Consultation on Proposed Submission (17 January to 28 February 2011)</li> </ul>
<b>Monitoring and Review:</b>	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Public Participation (Preferred Approach)	17 January to 28 February 2011
Publication	August - September 2014
Submission	January 2015
Examination (EIP)	April 2015
Adoption	October 2015

## 6.4 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:	Planning Policy Team
Joint working:	With Council Departments and the other External Partners
Resources:	Planning Policy & Regeneration
Management:	Head of Planning Policy & Regeneration, Regeneration Board. Member involvement through Portfolio Holder updates and Scrutiny Committee. 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"> <li>- Consultation on issues and possible options (undertaken)</li> <li>- Consultation on preferred/emerging approach - as may be refined through the plan making process (29 July - 30 September 2013)</li> <li>- Consultation on Proposed Submission</li> </ul>
Monitoring and Review:	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Public Participation (Preferred Approach)	29 July - 30 September 2013
Publication	January- February 2015
Submission	June 2015
Examination (EIP)	September 2015
Adoption	January 2016



## 6.5 Wood Street AAP

<b>Title:</b>	<b>Wood Street Area AAP</b>
<b>Status:</b>	Area Action Plan
<b>Role:</b>	The document provides a detailed planning framework for development and regeneration in the Wood Street area. The Core Strategy has identified that regeneration of this area could provide up to 1000 new homes. Redevelopment across a number of sites could enhance the overall character of Wood Street and create a new image as an up and coming family area with a good range of convenience, comparison and niche products and attractive community facilities. Consolidation of existing uses together with provision of additional complementary retail, commercial, social and cultural activities could support the vitality and vibrancy of the town centre and support the anticipated growth for Wood Street. The plan period is 15 years.
<b>Geographic coverage:</b>	Wood Street and surrounding area. This is the area running centrally along Fulbourne Road through the entire length of Wood Street up to Whipps Cross roundabout. To the East, it extends approximately along the Liverpool to Chingford Railway line. To the West it extends up to Shernhall Street across Forest Road, including Clifford Road, Walthamstow Business Centre and Ardleigh works.
<b>Conformity:</b>	National Policy and London Plan
<b>Lead:</b>	Planning Policy Team
<b>Joint working:</b>	With Council Departments and the other External Partners
<b>Resources:</b>	Planning Policy & Regeneration
<b>Management:</b>	AAP Project Group. Member involvement through Portfolio Holder updates and Scrutiny Committee. Cabinet to approve Proposed Submission Stage and Adoption.
<b>Community Involvement:</b>	As per the Council's Statement of Community Involvement. Consultation will be undertaken at key stages as follows: <ul style="list-style-type: none"> <li>- Consultation on issues and possible options (undertaken)</li> <li>- Consultation on preferred/emerging approach (29 July- 30 September 2013)</li> <li>- Consultation on Proposed Submission</li> </ul>
<b>Monitoring and Review:</b>	Indicators and targets to be monitored annually through the Annual Monitoring Report.

<b>Production Stages</b>	<b>Timetable</b>
Public Participation (Preferred Approach)	29 July - 30 September 2013

Production Stages	Timetable
Publication	October - November 2014
Submission	February 2015
Examination	May 2015
Adoption	October 2015

## 6.6 North London Waste Plan DPD

<b>Title:</b>	<b>North London Waste Plan DPD</b>
<b>Status:</b>	Development Plan Document
<b>Role:</b>	<p>Seven North London Boroughs (Barnet, Camden, Enfield, Hackney, Haringey, Islington and Waltham Forest) are working together as planning authorities to identify sufficient space for facilities for managing North London's waste. The boroughs are developing a North London Waste Plan (NLWP) which will run to 2027.</p> <p>The plan progressed to Examination stage in August 2012. However a Planning Inspector decided that the plan as prepared was not legally compliant because it did not meet the duty to co-operate. As a result, the examination into the 'soundness' of the plan could not continue.</p> <p>A new version is now being prepared.</p>
<b>Geographic coverage:</b>	Whole borough - Waltham Forest
<b>Conformity:</b>	National Policy and London Plan
<b>Lead:</b>	Planning Policy Team (Waltham Forest) - in partnership with 6 North London Borough Planning Teams
<b>Joint working:</b>	Joint Planning Group and the Planning Officers Group of the North London Waste Authority
<b>Resources:</b>	Programme Officer - Joint Waste DPD and the Borough Planning Officers representing other North London boroughs (Waltham Forest, Camden, Haringey, Enfield, Barnet, Hackney and Islington)
<b>Management:</b>	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.
<b>Community Involvement:</b>	<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"> <li>- Consultation on issues and possible options</li> <li>- Consultation on preferred/emerging options</li> <li>- Consultation on Proposed Submission</li> </ul>
<b>Monitoring and Review:</b>	Indicators and targets to be monitored annually through the Annual Monitoring Report.

Production Stages	Timetable
Initial consultation (Regulation 18)	undertaken (Spring 2013)
Consultation on Draft Plan	Summer 2014
Publication	Summer 2015
Examination	Spring 2016
Adoption	Winter 2016



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