

**CITY  
PLAN  
2019 – 2040**

**PLANNING POLICY  
WORK PROGRAMME**

LOCAL DEVELOPMENT SCHEME

JUNE 2019



## Preface

Westminster's planning focus reflects the principles set out in the renewed City for All strategy. The need to increase affordable housing, stimulate economic growth and protect our built heritage remain at the very heart of the council's ambitions.

This document sets out details of what planning policy documents we intend to produce in order to meet the objectives of a City for All. It has been prepared as a Local Development Scheme (LDS) under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended) and regulations 7 and 8 of the Town and Country Planning (Local Development) (England) Regulations 2004.

As a result of major changes in national and regional policies, the timescale for the City Plan revision - the keystone to the planning policies in Westminster - has had to be extended. The plan takes into account:

- the draft replacement London Plan (December 2017);
- the revised National Planning Policy Framework (July 2018);
- publication of details of a new national methodology for establishing housing need; and;
- a number of detailed changes to national Planning Practice Guidance.

This Planning Policy Work Programme therefore replaces the LDS issued in June 2017. It also details the timetable for additional documents which will assist with the effective implementation of the new City Plan.

The workstreams presented within this document are critical in informing - and cementing - Westminster's world-class city status both now and in the future.

Each requires meticulous analysis and external stakeholder involvement. As such, any timings must be flexible enough to ensure that all policies are given adequate time for

robust completion. For that reason, we have included indicative timetables to give an overview, rather than an exact timing plan.

The contents of each document will be regularly monitored through the Authority Monitoring Report and updated as required.

Through review and analyses we can drive forward the council's ambitions for Westminster to be a city of excellence in all areas.

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## 1. Introduction

This Planning Policy Work Programme (Local Development Scheme) sets out the council's work programme for the documents that form its planning policy framework. It has been prepared in accordance with the requirements of section 15 of the Planning and Compulsory Purchase Act 2004 (as amended) and regulations 7 and 8 of the Town and Country Planning (Local Development) (England) Regulations 2004.

It replaces the last version of the Local Development Scheme published in June 2017. Revisions have been necessary due to a number of changes to national and regional planning policy, including the publication of a new National Planning Policy Framework (July 2018) and new Draft London Plan (December 2017).

Within London, the Statutory Development Plan consists of 3 tiers. At the regional level, the Mayor of London produces the spatial strategy for all of London (known as the London Plan), which provides strategic direction that borough's local planning policies should be in 'general conformity' with. At a local authority level, boroughs produce Local Plans to further guide development in their areas. At a neighbourhood level, locally designated Neighbourhood Forums produce Neighbourhood Plans, which focus on issues of a specific local interest. In Westminster, the Statutory Development Plan therefore consists of:

- The London Plan (last adopted in 2016 and currently undergoing revision)
- The City Plan 2016 and saved UDP policies (all proposed to be replaced by the Development Plan Documents listed in section 2 of this Local Development Scheme)
- 'Made' Neighbourhood Plans (currently Knightsbridge Neighbourhood Plan).

The remainder of this document sets out details of what documents the council intends to produce as part of its planning policy framework. It includes documents details of documents that will have Development Plan status (known as Development Plan Documents), and other documents that will impact the planning process – such as Supplementary Planning Documents, the Statement of Community Involvement, and a review of the Community Infrastructure Levy Charging Schedule.

## 2. Document profiles

Title	<b>City Plan 2019-2040 (and Policies Map)</b>
Role and content	<p>The City Plan will provide a comprehensive strategy of how much growth should be accommodated and where in Westminster over the period 2019 – 2040. It will include policies to help determine planning applications for a range of land uses and provide a strategic framework for neighbourhood plans. Key priorities include affordable housing, economic growth and heritage.</p> <p>This plan will be accompanied by a Policies Map that will help identify land use designations and serve as a useful tool in determining planning applications. Once adopted, the plan will replace the 2016 City Plan, and all saved policies from the UDP.</p>
Status	Development Plan Document
Conformity	Consistent with NPPF and London Plan
Indicative timetable	<ul style="list-style-type: none"> <li>• Notification of the intent to prepare the revision (Regulation 18) – [June - July 2017 - <i>complete</i>]</li> <li>• Informal consultation on Draft Plan – [November – December 2018 - <i>complete</i>]</li> <li>• Formal Regulation 19 consultation on the Submission Draft Plan – [June – July 2019]</li> <li>• Submission to the Secretary of State – [Autumn 2019]</li> <li>• Examination by Independent Inspector – [Autumn/ Winter 2019]</li> <li>• Inspector’s Report – [Winter 2019/20]</li> <li>• Adoption – [Spring 2020]</li> </ul>
Arrangements for review	The effectiveness of the policies will be annually assessed through the Authority Monitoring Report. A review will be required within 5 years of its adoption in accordance with the Town and Country Planning (Local Planning) (Amendment) Regulations.

Title	<b>Review of Community Infrastructure Levy (CIL) Charging Schedule</b>
Role and content	This details the types of development required to pay Westminster Council a levy, and cost per square metre of development. These charges are in addition to the Mayor of London's Community Infrastructure Levy.
Status	Charging Schedule
Conformity	Consistent with NPPF and CIL regulations
Indicative timetable	<ul style="list-style-type: none"> <li>• Evidence gathering/ preparation [Winter 2019/20]</li> <li>• Consultation and engagement [Spring 2020]</li> <li>• Examination [Summer 2020]</li> <li>• Adoption [Autumn 2020]</li> </ul>
Arrangements for review	The Schedule's effectiveness will be monitored through the Authority Monitoring Report and reviewed as appropriate.



Title	<b>Site Allocations Development Plan Document</b>
Role and content	The City Plan identifies key development sites which are expected to deliver anticipated growth. The Site Allocations DPD will establish specific site requirements against which planning applications will be considered to ensure each site fulfils its potential.
Status	Development Plan Document
Conformity	Consistent with NPPF, London Plan, and strategic policies of the City Plan.
Indicative timetable	<ul style="list-style-type: none"> <li>• Regulation 18 Notification of the intent to prepare a Site Allocation DPD – [Early 2020]</li> <li>• Regulation 19 consultation on draft DPD – [Summer/Autumn 2020]</li> <li>• Submission to Secretary of State and Examination – [Winter 2020/21]</li> <li>• Adoption – [Spring/Summer 2021]</li> </ul>
Arrangements for review	The development of sites in line with the DPD will be monitored through the Authority Monitoring Report and the DPD will be subject to review following any changes made to the City Plan.

Title	<b>Statement of Community Involvement</b>
Role and content	Stakeholder involvement is a critical part of the planning process. The Statement of Community Involvement was last reviewed in 2014, and therefore will have to be updated to take account of additional requirements as determined by new Neighbourhood Planning Regulations and the PAS Review of Westminster's Planning Service.
Status	Statement of Community Involvement
Conformity	Planning and Compulsory Purchase Act 2004 and subsequent regulations.
Indicative timetable	<ul style="list-style-type: none"> <li>• Evidence gathering/ preparation [Spring 2019]</li> <li>• Consultation and engagement [Autumn 2019]</li> <li>• Adoption [Winter 2019]</li> </ul>
Arrangements for review	To be reviewed as appropriate, and in response to any relevant changes in planning legislation.

Title	<b>Supplementary Planning Documents (SPDs)</b>
Role and content	<p>Following adoption of the City Plan, the council will undertake a comprehensive review of all existing topic-based Supplementary Planning Documents (SPDs). These will be updated and replaced as necessary. At this stage, it is envisaged that there may be new SPDs which cover:</p> <ul style="list-style-type: none"> <li>• Planning obligations and affordable housing</li> <li>• Design and Public Realm</li> <li>• Heritage</li> <li>• Environment</li> <li>• Local Enforcement</li> <li>• The North Bank</li> <li>• West End</li> </ul> <p>The majority of these documents will be applicable city-wide. However, some will apply only to specific areas or projects. For example, the North Bank area will have its own SPD.</p>
Status	Supplementary Planning Documents
Conformity	Consistent with, and supplement, policies in City Plan
Indicative timetable	<p>The phased production and consultation on individual SPDs may be necessary, but as a broad guide the programme of works is anticipated as follows:</p> <ul style="list-style-type: none"> <li>• Evidence gathering/ preparation [Autumn/Winter 2019]</li> <li>• Consultation and engagement [Spring 2020]</li> <li>• Adoption [2020]</li> </ul>
Arrangements for review	These documents will be monitored through the Authority Monitoring Report, with further reviews or additional SPDs produced as and when required.

### 3. Other Workstreams

#### Conservation Area Appraisals

Westminster has 56 conservation areas, nine of which are without an adopted conservation area audit. Audits of these conservation areas (listed below) will therefore be prioritised.

Conservation Areas without an audit	Notes on review
Belgravia	A draft audit was consulted upon in 2013. A review and re-consultation is likely to be necessary prior to adoption.
Haymarket	Could be combined into one audit
Leicester Square	
Regent's Park	Could be combined into one audit
Royal Parks	
Covent Garden	-
Maida Vale	-
Mayfair	-
Regent Street	-

#### Neighbourhood Planning

The council has a statutory obligation to provide advice and support to local communities preparing Neighbourhood Plans through the Localism Act (2011),

Westminster has 21 designated neighbourhood areas. Of these, 16 Neighbourhood Forums have responsibility for preparing Neighbourhood Plans in their areas. As these plans are not prepared by the council (and their timetables depend on community progress) they have not been included in the document profiles section of this Planning Policy Work Programme.

To date the most advanced Neighbourhood Plans are Knightsbridge ('made' in December 2018), and Mayfair (examination concluded in June 2019). Several other Neighbourhood Plans are currently being drafted. Once 'made', neighbourhood plans form part of the Development Plan for Westminster.

## 4. Project management

### **Governance and Resources**

Documents listed in this Planning Policy Work Programme are governed by a cross-directorate officer group - the City Plan Governance Group. This includes the Executive Directors of Policy, Performance and Communications, as well as Growth, Planning and Housing and the Chief Executive.

The Governance Group has regular meetings with the Cabinet Member for Place Shaping and Planning, in an advisory capacity. These meetings serve to inform the Cabinet Member and provide context from which decisions can be made.

In addition to Cabinet Member approval, final adoption of the documents with Development Plan status will require adoption at Full Council.

The City and Planning Policy team has the primary responsibility for preparing the City Plan and other documents within this Planning Policy Work Programme. The team currently consists of:

- 1 x City and Planning Policy Team Leader
- 4.5 x Principal Policy Officers
- 2 x Policy Officers
- 1 x Planning Apprentice

Support is also provided by the Policy, Performance and Communications Department and from other Directorates including Growth, Planning and Housing and City Management and Communities.

## **Risk Assessment**

The indicative timetables in this document are considered realistic. Each has taken into account staff resources, stakeholder involvement, external involvement from the Planning Inspectorate as well as the council's own decision making process. The Planning Policy Work Programme and the timings within it will be reviewed and updated at least every three years.

## **Monitoring and Review**

Progress on the preparation of the City Plan, Neighbourhood Plans, and any Supplementary Planning Documents will be monitored annually through the Authority Monitoring Report (AMR).

Performance reports will take into account whether the proposed timescales presented in this document have been met, and assess the extent updated policies are achieving their intended goals. If necessary, additional updates, or indeed, new supplementary planning documents may be proposed.

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City of Westminster