

Project brief / scoping document

Project name: Review of the London Plan Document version: 1
 Project Sponsor: Stewart Murray Last updated: 20th June 2016
 Project Manager: John Lett Approved by: _____

Please note that this document should be submitted with your initial Risk Register to the Sponsor/Steering Group before proceeding to the start up and planning stage.

Background

- The London Plan is the Mayor's over-arching statutory strategy. It provides the geographical framework which integrates all his other strategies and sets out his strategic planning policies with which all borough Local Plans must be in general conformity. It provides the strategic context for his growth agenda, showing the scale, nature and distribution of growth, and the infrastructure investment necessary to support it.
- The Mayor has indicated that he wishes to replace the current London Plan as quickly as possible and a work programme has been developed to enable publication in 2019. In view of the external factors which bear on plan preparation this is the earliest date thought practicable (see 'Milestones' below).
- Two temporary senior planners (Grade 8/9) are sought for two years to support technical work covered by this three year programme, together with a principal planner (grade 10) for one year to help initiate/drive forward the programme.
- The two previous full London Plans each took three years to prepare, albeit with larger teams performing fewer functions than currently. The London Plan team presently has 16 staff (including LDD) and is also responsible for Local Plan 'general conformity' and a range of corporate policy functions. For the 2011 Plan it had 21 staff and a narrower range of responsibilities. It is understood that the 2004 Plan was produced by a team of around 24, again with a narrower range of functions.

Objectives

The work programme for the delivery of the London Plan review is designed to:

- respond to political objectives/timelines;
- take due account of legal, procedural, technical, co-ordination and other practical considerations to produce a 'sound' Plan; and
- optimise use of existing and (requested) new resources.

In broad terms, the work programme for the review can be divided into two parts. The first entails preparation of technical inputs; consultation on the new draft Plan and, in the case of the Grade 8/9s requested below, preparation for the EIP. Other than the run-up to the EIP it is largely controlled by the GLA. The timeline for the second part of the programme is largely determined by external bodies (PINS, government) and depending on these could run to May 2019 at the earliest or perhaps mid-autumn 2019 (see milestones below).

This bid for additional resources is designed to expedite the first stage of the process over which the GLA has greatest control, leaving the second stage to be managed by the Team's existing establishment.

Objective 1	Provide Grade 10 competencies to initiate, lead and coordinate inputs to the ROLP from a range	Performance measure	Overall: technical and management leadership to initiate and prepare specified ROLP sections Q3 2016/17 – Q1
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	<p>of high level internal and external partners; lead technical analysis to support policy development across a range of specified topics; lead drafting and quality assurance of specified sections of the new draft Plan; contribute to publication of and consultation on the draft.</p> <p>Grade 10 competencies are required in particular to initiate and manage the economic and/or climate change and environmental sections of the Plan.</p>		<p>2017-18</p> <p>Management of analysis of 'Towards' style consultation response and integration in ROLP completed Q3- Q4 2016/17</p> <p>Completion of authoritative technical inputs/research publications for ROLP in Q3 2016/17 – Q3 2017/18</p> <p>Management/completion of publication ready sections/policy of draft ROLP in Q4 2016/17</p> <p>Contribute to management of consultation of draft plan Q2-Q3 2017/18</p>
Objective 2	<p>Provide Grade 8/9 competencies to prepare specified topic based technical inputs to sections of the ROLP and related publications eg the 'Towards' style document; coordinate preparation of these with other parts of the GLA group, external consultants and other organisations; draft relevant sections of the draft Plan and related publications and/or contribute to wider planning duties eg Local Plan 'general conformity'. Contribute to public consultation on the 'Towards' document and Draft Plan and preparation for EIP.</p> <p>Grade 8/9 topic responsibilities within the team may be realigned to optimise the skillsets available across the expanded team as a whole and to reflect new Mayoral priorities. At present there</p>	Performance measure	<p>Overall: lead contributions to specified issue based research & policy development and/or contributions to on-going team tasks eg LDF conformity during Q3 2016/17 – Q3 2018/19</p> <p>Contributions to/analysis of related consultation responses of 100 Days'/ 'Towards' style document in Q3 2016/17</p> <p>ROLP drafting specified policy topics in Q4 2016/17- Q1 2017/18</p> <p>Contributions to ROLP consultation and analysis Q2 – Q3 2017/18</p> <p>Contributions to EIP preparation Q4 2017/18 – Q1 2018/19 and presentation at EIP Q2 –Q3 2018/19 and hand over to core staff.</p>

	is particular need for expertise in housing, economic issues, transport and climate change/the environment.		
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Benefits

- The current version of the Plan was an 'interim' response to the major upturn in population growth revealed by the 2011 Census and already includes a commitment to an early review. Such a review will provide greater certainty to guide London's long term development and growth which in turn will underpin achievement of the Mayor's objectives.
- By virtue of being up-to-date it will provide the most authoritative basis for his planning and other strategic duties as soon as possible.
- While the timescale for revising the Mayor's other strategies is shorter than that for the London Plan, ensuring that it is prepared as quickly as possible will contribute to their robustness and address statutory requirements for all strategies be consistent.
- It will also provide a timely opportunity to address what are likely to be significant changes to aspects of government policy arising from the Productivity Plan, H&P Bill, devolution proposals, NPPF changes and CSR and to meet Mayoral commitments to engage more fully with authorities beyond London.

Timing of benefits

- As London's Spatial Development Strategy, the London Plan has a long term, 20-25 year horizon to guide the city's development. However, it is also very much a day-to-day operational plan which bears on more immediate planning proposals and to be authoritative in this role must be as up-to-date as possible.
- To this end the requested resources will be used to speed up and underpin plan preparation to maximum effect over a focused period. The subsequent stages of preparation can then be carried out by the existing establishment.

Costs

To provide the authoritative focused management necessary to initiate the Plan review and to supplement current resources - a Principal Planner for 12 months beginning mid 2016/17 and two Senior Planners for 24 months beginning mid 2016/17 are being sought. The cost will up to £86,000 in 2016-17 which is proposed to be funded from Development, Enterprise and Environment's (DE&E) 2016-17 Minor Programme budget. The funding for 2017-18 (£138,000) and 2018-19 (53,000) is to be funded from Planning unit's budget or Planning's Smoothing reserves.

Separate approval will also be sought by the Head of Paid Service to create these posts starting from October 2016.

Scope

- The proposed appointments are intended to address particular 'pinchpoints' in preparation of the London Plan, focusing on its earlier stages. The Principal post will be for one year to initiate and progress the work programme. The two Senior Planner posts will provide the necessary technical consultation and pre-EIP inputs to take the Plan through to the EIP stage, after which the existing team members will see it through to final publication.

Exclusions

N/A

Constraints

- The proposed appointments are intended to reduce the considerable risks around the early stages of Plan preparation and to get the draft to a point where the expertise of the existing team can see it through to completion according to the proposed tight timeline. This will also enable the team to continue to perform its on-going statutory functions in addressing Local Plan 'general conformity' and the Mayor's duties to cooperate, inform and consult with relevant bodies beyond London.

Assumptions

- That the above statutory functions will remain the responsibility of the London Plan team during preparation of the Plan.
- That no significant new SPGs or other planning documents other than those associated with Plan preparation will be prepared.
- That the Mayor will accept that a new Plan will take 3 years to prepare.

Relationship with other events

Preparation/renewal of the Mayor's other main strategies notably housing, transport, environment and economic development

Event or project	Impact
Significant changes to national planning policy	Possible delay to programme
Secretary of State 'Direction'	Probable delay to programme (beyond the term of these appointments)
Legal challenge	Probable delay to programme (beyond the term of these appointments)
Assembly veto	Probable delay to programme (beyond the term of these appointments)

High level milestone plan

Stage	Milestone description	Due date
Preliminary projects	Research brief finalisation; 'Towards' officer draft; new Mayor issue papers	Q1 2016-17
Scoping & research	'Towards' style document finalisation; Mayoral sign-off. On going research	Q1- Q2 2016-17
Initial consultation & research	'Towards' style document consultation. On going research	Q2-Q3 2016-17
Policy development	Finalise research, policy development, iterative policy drafting	Q4 2016-17 / Q1 2017-18
Consultation	Draft plan consultation and analysis	Q2-Q4 2017-18
EIP preparation	Initial responses to emerging issues/draft Matters	Q4 2017-18 – Q1 2018/19
<i>EIP</i>	Written Statements and prepare for EiP	Q2 2018-19
<i>PINS report</i>	<i>Revert to original team establishment</i>	Q3 2018-19
<i>SoS</i>	<i>Revert to original team establishment</i>	Q4 2018-19/ Q1 2019/20

<i>Assembly</i>	<i>Revert to original team establishment</i>	<i>Q4 2018-19/ Q1 2019/20</i>
<i>Publish</i>	<i>Revert to original team establishment</i>	<i>Q1-Q2 2019/20</i>

Next steps

- Outline work programme already established; first stage briefs finalised or in preparation; initial research already commissioned.

Activity	Completion date
Governance arrangements for Wider SE engagement in process of being established (Regional Summit 11.12.15)	Q3 2015/16
Outer London Commission papers on key issues for London Plan in preparation; publication March 2016	Q4 2015/16