

Pre-Application Proposal for Major and Strategic Applications

Developers register their interest

Where applicable, the case officer will arrange a meeting within 3 weeks of receipt of the enquiry. A decision will then be taken whether it is worth following up a proposal with either a single meeting or a series of meetings under a Planning Performance

Pre-application Proposal

- The developer submits their proposed scheme, including a Statement of Community Involvement
- This is assessed in accordance with planning policy and material

Pre-application meeting (s)

The developer is advised on what changes they must make to their proposed application and what consultation must take place

Consultation

The developer is required to engage with the community under the Development Consultation Charter and must submit a pre-application engagement plan to the Council

Design review panel

Sometimes the application may be reviewed by external design experts

Amended Scheme

The developer submits their amended scheme to the Council

Finalised Pre-app Advice

Confidential letter about pre-application advice is issued to the developer

This process could happen multiple times

A Major application is the provision of 10+ dwellings or a floorspace of over 1,000sqm

A Strategic application is the provision of over 50 dwellings or a floorspace over 3,500 sqm

Planning Application for Major and Strategic Applications

Planning Application submitted & validated

The application is assigned to a case officer who ensures all the necessary documents are included in the application, allowing it to be validated

Public Consultation

- The Council writes to all statutory consultees and neighbours inviting comments on the application
- Consultees have **21 days** to reply to a site notice or letter, and **21 days** to respond to a press release
- For Environmental Impact Assessments, **21 to 30 days** of consultation takes place
- The pre-application decision letter is made public at this time
- The developer must also complete a template for planning application engagement summary

Site Visit & Consideration of Issues & comments

A site visit is conducted during this time to consider the application in context

Amendment to applications

- The case officer produces a recommendation report, and the application may be amended to address issues raised by through consultation alongside other planning policy considerations
- Further consultation will be conducted if necessary

GLA Referral

Some complicated applications will be referred to the Mayor

Planning Committee

- There is a further opportunity for the community to make representations, of which at least 5 days notice must be given
- The Mayor may carry out a second review based on the committee outcome

Final decision issued

- Council sends notification of the decision to any consultees who responded
- The final decision is made within a target of **13 weeks or 16 weeks** for applications with an Environmental Impact Assessment

This process could happen multiple times

Development Plan Making and Site Allocation: including the Local Plan, Area Action Plans, and Neighbourhood plans



Priorities for local people are identified via stakeholders' engagement on different topics

The Council assesses all available land in the area and draws up site allocations

- This site list is published for consultation
- Depending on the response, this could lead to an amendment of site allocations, or a return to the Call for Sites stage

The Council will conduct other plan-making activity whilst consultation is taking place

The Council will consult for a second time on policy documents produced during the Draft plan making stages

- All representations are reviewed and responded to by an officer in a recommendations report
- Where appropriate, these comments are taken on board via policy amendment

The third stage of consultation is only focused on the 'legality' and 'soundness' of the plan

- All representations are reviewed and responded to by an officer in a recommendations report
- Where appropriate, these comments are taken on board via policy amendment
- Submission of the plan to the Secretary of State

Stakeholders who have previously responded to a consultation will be invited to examination.

(Nb. Neighbourhood plans are NOT publically examined)

Consultation time frames

Consultation carried out during the making of the Development Plan usually lasts for a minimum of **6 weeks** at each stage.

Following each consultation period, the Council will release a report responding to each representation. The details of all consultations can be found on the Council website.

Final outcome

Following the public examination, an independent inspector will conclude whether the plan is legal and sound, and will recommend whether the plan should be adopted.

Neighbourhood plans are signed off using the IDM (Individual Decision Maker) process and all consultees involved must be notified of the decision.

