

Councillor Robert Davis DL
Deputy Leader
Cabinet Member for Built Environment

Please reply to: The LDF Team

Direct Line / Voicemail: 020 7641 2503
Fax: 020 7641 3050
Email: ldf@westminster.gov.uk

Consultee Reference Number:
«Ref_No»

Date: 23rd October 2008

Dear Sir/Madam

**Planning and Compulsory Purchase Act 2004
Westminster Local Development Framework
City Management Plan Development Plan Document**

Planning applications in Westminster are currently decided using policies in Westminster's Unitary Development Plan, together with the London Plan. The policies used are mainly in Part 2 of the Unitary Development Plan.

The City Council is about to review these policies, and the new policies will go into a document called the 'City Management Plan'. This document will contain the specific development control policies for determining planning applications and managing development across Westminster.

This will be the second main document in a folder of documents that will guide development, change, and the future of Westminster over the next 15-20 years. The first document was the Core Strategy – and we have already started work on this. For more information on the Core Strategy, log on to www.westminster.gov.uk/ldf/dpds/corestrategy. Once adopted, the Core Strategy and the City Management Plan will replace the Unitary Development Plan.

The policies that will be in the City Management Plan are likely to be of interest to residents, businesses, and organisations. It will look at the detail of how buildings are designed and laid out; residential extensions and basement excavations; changes of use such as new cafés, bars and takeaways; and requirements for greener development such as renewable energy and water conservation. A full list of the topics that are likely to be included in the City Management Plan is attached to this letter.

<p>We are inviting you to let us know what you would like to see in the City Management Plan. What do you think this document should contain? Are there any additional topics that you think should be included? What policies do you think should be included?</p>

A response form is enclosed for you to fill in, but you are welcome to e-mail, write separately or simply call if you want to discuss anything relating to the preparation of the City Management Plan. Please also contact us if you want officers from the Council to come and talk to your group, business or organisation.

If you have any comments on the City Management Plan please send them to us in writing by the close of business on the **8th December 2008**.

The Council will be discussing what should be in the City Management Plan at a series of topic-based workshops. These will be run between January and June 2009. This will be the main opportunity to work with the Council and other interested groups and stakeholders on what should be included.

If you are interested in participating in these workshops, please let us know which topic area(s) you are interested in. For more information on the workshops, please contact the LDF Team on (020) 7641 2503 or email your query to ldf@westminster.gov.uk.

If you do not want to participate in the workshops, but want to be kept informed, please also let us know. We will keep you updated on any relevant information, and you will have the opportunity to write in to us during this period of on-going consultation.

Please note that we have changed the way we are consulting on these key documents. This is because the government changed the legislation to give us much more flexibility about how we consult with you. We have changed the process to make it simpler, easier and more targeted to help us understand what Westminster's residents and businesses want.

However, this means that we will not be producing an 'Issues and Options' or 'Preferred Options' document, as we did for the Core Strategy.

Instead, all written comments, including responses to this letter, and the briefing notes, agendas and minutes from the workshops, will show how we have considered all of the options for the City Management Plan, including those put forward by consultees. All of these documents will all be publicly available.

After the workshops, the Council will finish writing the City Management Plan. The draft document will then be consulted on for a period of 6 weeks and then submitted to the Secretary of State for consideration by an Independent Inspector. The formal consultation is expected to be in December 2009 to February 2010, and submission to the Secretary of State in April 2010. We expect to adopt the City Management Plan in early 2011.

For more information, please call (020) 7641 2503 or look at the Council's website at www.westminster.gov.uk/environment/planning/ldf.



Councillor Robert Davis DL
Deputy Leader of Westminster City Council
Cabinet Member for Built Environment

City of Westminster Planning and Compulsory Purchase Act 2004

Town and Country Planning (Local Development) (England) Regulations
2004

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

City Management Plan Development Plan Document

The City of Westminster is starting preparation of a Development Plan Document that will be called the "City Management Plan".

Subject to the outcomes of public consultation, the subject areas likely to be covered by these policies are [a] Central Activities Zone, Opportunity Areas, and other special policy areas, including mixed uses; [b] commercial uses, including offices, retail, tourism-related uses and entertainment uses ; [c] housing, including affordable housing; [d] infrastructure including transport, social and community facilities, energy infrastructure, open space and waterways; [e] environmental matters, including pollution, energy , waste, and biodiversity; [f] sustainable, inclusive design and conservation matters; [g] planning obligations.

You are invited to let us know what matters and/or policies you think this document ought to contain.

The City of Westminster will be running a number of stakeholder workshops to discuss what should be in the City Management Plan. Preparation for the workshops will commence in late 2008, and the workshops will be held from January to June 2009. If you wish to participate in this on-going consultation, please notify the Council, including the specific topic area(s) you are interested in.

If you do not wish to participate in the workshops, but wish to participate in the consultation process for the City Management Plan, please notify the Council, including the specific topic area(s) you are interested in.

For further information:

Website: www.westminster.gov.uk/ldf

Phone: 020 7641 2503

e-mail: ldf@westminster.gov.uk

Representations on the City Management Plan must be sent (so as to arrive by the close of business on 8th December 2008) to: LDF Team, City Planning Group, Westminster City Council, 11th floor, City Hall, 64 Victoria Street, London SW1E 6QP; or by email addressed to 'ldf@westminster.gov.uk'.

Representations may be accompanied by a request to be notified at a specified address of any of the following:

- that the Core Strategy has been submitted to the Secretary of State for independent examination under section 20 of the above Act,
- the publication of the recommendations of any person appointed to carry out an independent examination of the Core Strategy, and
- the adoption of the Core Strategy.

R MacQueen
Director of Planning and City Development
23rd October 2008

List of topics that may be included in the City Management Plan DPD

The following list is a guide to the types of matters policies in the City Management Plan might cover. However, it remains open to you to suggest other topic areas that you consider appropriate.

During development of the City Management Plan, we may also find that some policy areas are not necessary, or more appropriate in a different document (such as a Supplementary Planning Document). Therefore, this list is an initial indication for discussion, not a 'Contents Page'.

Examples of CMP matters may include:

DESIGN

Sustainable design

- Targets, requirements and thresholds
- Criteria for good inclusive design, including public realm
- Resisting demolition and rebuilding (construction waste and life-time cost)
- Making the most efficient use of land compatible with the local context and the need to maintain and create a high quality environment (see also density under 'housing' below)
- Re-use of vacant land and buildings
- Basement development

Adapting and mitigating climate change

- Sustainable urban drainage and attenuation targets
- Water efficiency targets and recycling
- Living roofs and walls – thresholds and considerations
- Urban Heat Island – mitigation measures
- Flood risk – restricted uses
- Flood risk – exceptions criteria if necessary
- Specific design considerations to mitigate climate change, including requirements and targets to minimise carbon emissions
- Energy Assessments
- On-site renewable energy generation – thresholds and targets, opportunities and constraints

Heritage,

- Listed Buildings
- Conservation Areas
- The World Heritage Site
- Scheduled Ancient Monuments and Archaeology

Views and Tall Buildings

- View Management
- Requirements and criteria for tall buildings

Other matters

- Public art
- Signs and advertisements
- Boundary walls and hardstandings

HEALTH, SAFETY AND WELL BEING

- Requiring high quality internal environments that reduce resource and energy demands and provide for people's health and well-being,
- Requiring excellent design quality, including aspects relating to accessibility and designing out crime,
- Road safety
- Encouraging walking, exercise and active play
- Access to open space and play space
- Security measures for government uses
- Access to fresh food
- Building in safe public spaces for people to meet

Pollution

- Light pollution
- Water quality
- Plant and machinery, including emissions and the relationship between plant and machinery, energy efficiency, and natural ventilation
- Air Quality Assessments – thresholds and criteria
- Biomass energy generation and air quality
- Tranquil areas
- Noise - requirements and criteria, including location of uses / development
- Noise mitigation measures including taking account of the cumulative effects of noise

HOUSING

- Density bands and areas
- Types of housing, including the size mix to secure family housing
- Preventing use by non-permanent residents and tackling vacancy
- Protection of and new supported and non self-contained housing
- Specific requirements to create high quality housing
- Specific standards of accommodation e.g. space standards, including storage and outdoor space, Lifetime Homes and wheelchair housing etc

Affordable Housing

- Proportion of floorspace sought as affordable
- Tenure mix (social and intermediate tenures)
- Affordability criteria
- Payments in lieu
- Unit size mix

COMMERCIAL

Business floorspace

- Changes of use / new uses
- Offices outside the Central Activities Zone
- Types and mix of business floorspace

Retail

- Detailed policies on change of use / new use relating to retail hierarchy in Core Strategy and CAZ
- Retail outside CAZ and designated retail areas
- Protection of retail
- Superstores
- Petrol filling stations, including alternative fuels
- Street markets
- Trading pitches and pavement shops
- Other town centre uses where not otherwise provided for

Entertainment

- Hot food and drink
- Cafes and restaurants
- Public houses and bars
- Late-night entertainment including bars and night-clubs
- Cinemas
- Music venues, theatres and other bespoke entertainment venues
- Night-time economy
- Arts and cultural uses
- Casinos
- Amusement arcades

Tourism-related uses

- Detailed policies on change of use / new use including conference related facilities and hotels (see also arts and cultural uses in 'Entertainment' above)

DELIVERY

- Planning Obligations
- Community Infrastructure Levy work (including any tariff)
- Tackling worklessness and deprivation
- Specific details for infrastructure delivery
- Partnership working

INFRASTRUCTURE

Energy Infrastructure

- Requirements and thresholds for heat and energy networks (see also 'mitigating climate change' above)
- On-site renewables target

Movement and Transport

- Improving the safety, convenience, functioning and accessibility of transport interchanges and public transport services and infrastructure,
- Controls and assessment criteria for coach parking and infrastructure,
- Provision for taxis/minicabs and motorcycle/cycle couriers,
- Requirement for accessible, secure and weather-proof cycle parking,
- Gated development
- Transport Assessments
- Travel plans

- Wayfinding and legibility criteria
- Specific requirements for cycle parking / storage and supporting facilities
- Alternative vehicle fuelling / vehicle recharging requirements
- Car parking, car clubs and car-free development
- Blue Ribbon Network transportation

Sustainable Waste Management

- Reducing waste as part of the key criteria for assessing developments
- Providing for the separate storage of different waste streams on-site to encourage recycling / organic waste treatment,
- Reducing the impact of waste waiting to be collected on the public realm, including redevelopment of the public realm

Green Infrastructure

- Protection of private gardens (including consideration of basements as set out in 'Other design matters' above)
- Protection of Metropolitan Open Land and Sites of Importance for Nature Conservation
- Protection of public and private open space, squares and civic spaces
- Protection and provision of trees
- Requirement for high quality landscaping and planting
- Specific requirements for measures to enhance biodiversity

Blue Ribbon Network

- Development on, into or over the Blue Ribbon Network (the River Thames, canals and lakes)
- Development adjacent to the BRN
- River crossings
- Piers
- Permanently moored vessels
- Moorings including residential, tourism, and entertainment
- River safety

Social Infrastructure

- Utilities, including criteria for telecommunications equipment
- Training and employment initiatives

Detailed policies for change of use / new use and/or requirements for provision as part of development e.g.:

- Education and healthcare facilities
- Children's play provision
- Multi-use community floorspace and voluntary sector floorspace
- Arts and leisure facilities
- Libraries
- Age-related services, such as childcare facilities, youth services or elderly services
- Sports facilities – indoor and outdoor and including gyms/health clubs (public and private)
- Public toilets
- Places of worship
- Emergency services

AREA-BASED POLICIES

Central Activities Zone

- Central London CAZ characteristics including activities in adjoining boroughs
- Differentiation between different areas of the CAZ
- Changes of use / new use
- Land swaps and credits
- Criteria and thresholds for provision of housing as part of commercial development (on-site, exceptions, proximity to site for any off-site provision)
- Dispensation on housing for additional affordable housing, if yes, thresholds and criteria

International Retail Centres

- Detailed policies for the West End Special Retail Policy Area

Opportunity Areas

- Any specific policies necessary

Promoting Economic Activity in North Westminster

- Changes of use / new uses, including those supporting the strategic policy in the Core Strategy

Special Policy Areas

- Policies to protect specific uses as appropriate in the Special Policy Areas set out in the Core Strategy