

APPENDIX G

Rear Of 6 Willifield Way London NW11 7XT

Pre-application report

Reference 26/8203/QCG

Description of Proposals: Convert disused tennis court to
community orchard (change of use)

Disclaimer

Whilst this advice is offered in good faith and to best of ability it neither conveys planning permission nor binds the Local Planning Authority to the grant of permission, which will be subject to public consultation and ultimately decided by a relevant Council Committee.

However, the advice note will be considered by the Council as a material consideration in the determination of the future planning related applications, subject to the proviso that circumstances and information may change or come to light that could alter the position.

It should also be noted that little or no weight would be given to the content of the schemes, which are submitted more than 3 years after the date of this advice.



EXECUTIVE SUMMARY

The scheme is **acceptable in principle subject to the changes** detailed in the report being accommodated, including:

- Updated planning statement
- Further details of materials
- Provision of a planting schedule and further ecological/trees information

Case Officer:	Kate Foster
Date of recommendation:	25.06.2026
Manager with Delegated Authority:	Karina Conway Planning Manager 

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1.0 SITE AND PROPOSALS DESCRIPTION

- 1.1 The site relates to a disused tennis court situated to the Rear Of 6 Willifield Way London NW11 7XT.
- 1.2 The courts are located to the south-west of central square and Henrietta Barnet School, north of the public footpath (Henrietta Barnet Way), bordered by no's. 6 and 20 Willifield Way (to the west and north), as well as a garage court and 'spinney' of trees to the north/east.
- 1.3 The site is located within the Hampstead Garden Suburb Conservation Area, with the land owned by the Hampstead Garden Suburb Trust. There is a Tree Preservation Order (ref. TRE/FI/44/T13) for a lime tree along the southern boundary.
- 1.4 Whilst the Lutyen's 1913 plan of Central Square originally intended the land as an open orchard, historic aerial imagery from 1924 shows that a tennis court was constructed on the land. These tennis courts were leased to Henrietta Barnet School for a number of years until they were returned to the Trust in 2014. The 2no. upper courts were restored, however the lower court fell into a state of disrepair.
- 1.5 The existing tennis court is vacant and measures an area of 32 metres x 16 metres, with a 1.80 metre high chain link surrounding fence. Some tarmac remains from the former tennis court surface, but overall the ground surface consists of soil, with a moderate stone content.
- 1.6 The Hampstead Garden Suburb Central Square – Area 1 Character Appraisal explains how – *“Central Square was designed as a focus for the spiritual, recreational and community needs of Suburb residents. It provided two Churches, a Quaker Meeting House, and other public buildings including The Institute, (originally a centre for adult education which subsequently became Henrietta Barnet School, and referred to as The Institute in this Appraisal) and the Free Church Hall. The centre of the Square is a public garden with tennis courts on the western side. The houses and flats surrounding the Square link it to the adjacent roads in the Suburb and were designed for affluent residents. Southwood and Bigwood Courts were originally intended as flats for the bereaved families of servicemen”*. It further identifies the abandoned tennis court as a 'principal negative feature' within the area, referencing how it is 'derelict and overgrown', surrounded by 'a neglected wooded area'.
- 1.7 The proposal involves the conversion of the disused tennis court (Class F2) to a community orchard (Sui Generis).
- 1.8 A mix of 'heritage' fruit trees would be planted, as well as species-rich meadow grass seeding. Benches will be installed, alongside a Bark path. The proposed scheme would retain the existing fencing, additional shrub planting is proposed along the northern and western boundaries to protect neighbouring amenities, the height of the holly hedge along the public footpath would also be reduced to allow views into the orchard.

2.0 PLANNING CONSTRAINTS

- 2.1 The site lies in flood zone 1, with a low risk of surface water flooding, and benefits from a PTAL rating of 1b.

3.0 RELEVANT PLANNING DECISIONS

3.1 N/A

4.0 SUBMISSION MATERIAL

4.1 Proposed Plan, Levels Plan, Site Location Plan, Site Photos, Central Square Consultation Survey 2025, Supplementary Planning Statement.

5.0 POLICY CONTEXT

5.1 National Planning Policy Framework and National Planning Practice Guidance

The determination of planning applications is made mindful of Central Government advice and the Local Plan for the area. It is recognised that Local Planning Authorities must determine applications in accordance with the statutory Development Plan, unless material considerations indicate otherwise, and that the planning system does not exist to protect the private interests of one person against another.

The revised National Planning Policy Framework (NPPF) was updated on 7th February 2025. This is a key part of the Governments reforms to make the planning system less complex and more accessible, and to promote sustainable growth.

5.2 The Mayor's London Plan 2021

The new London Plan which sets out the Mayor's overarching strategic planning framework for the next 20 to 25 years was adopted on the 2nd March 2021 and supersedes the previous Plan.

The relevant planning policies are:

Policy D1	London's form, character and capacity for growth
Policy D2	Infrastructure requirements for sustainable densities
Policy D3	Optimising site capacity through the design-led approach
Policy D4	Delivering good design
Policy D5	Inclusive design
Policy D8	Public realm
Policy D11	Safety, security and resilience to emergency
Policy D13	Agent of Change
Policy D14	Noise
Policy S5	Sports and recreation facilities
Policy HC1	Heritage conservation and growth
Policy G4	Open space
Policy G6	Biodiversity and access to nature
Policy G7	Trees and woodlands
Policy SI 1	Improving air quality
Policy SI 2	Minimising greenhouse gas emissions

5.3 Barnet's Local Plan (2025)

The Local Plan was approved on the 4th March 2025. The Local Plan establishes the Council's vision for growth and development in Barnet over a 15 year period (2021-2036) and together with the London Plan, North London Waste Plan, West Finchley Neighbourhood Plan and Area Action Plans, forms the Development Plan for Barnet.

The Development Plan is the basis upon which planning applications will be determined unless there are material planning considerations that indicate otherwise. Further information on the Adopted Local Plan can be found on the following link of the website:

<https://www.barnet.gov.uk/planning-and-building-control/planning-policies-and-local-plan/barnet-local-plan-2021-2036>

The relevant planning policies are:

Policy CDH01	Promoting High Quality Design
Policy CDH02	Sustainable and Inclusive Design
Policy CDH03	Public Realm
Policy CDH07	Amenity Space and Landscaping
Policy CDH08	Barnet's Heritage
Policy CHW01	Community Infrastructure
Policy ECC02	Environmental Considerations
Policy ECC05	Barnet's Parks and Open Spaces
Policy ECC07	Biodiversity

5.4 Supplementary Planning Documents

The Hampstead Garden Suburb Central Square – Area 1 Character Appraisal

The Hampstead Garden Suburb Trust Design Guidance

Sustainable Design and Development Guidance SPD 2026

The Council approved the new Sustainable Design and Development Guidance SPD at Cabinet on the 15 June 2026. It supports the Council's Local Plan by setting clear expectations for design standards - promoting high quality, distinctive development that reflects the Borough while prioritising sustainability, health, and wellbeing. As an adopted SPD, it is now a material consideration in planning decisions.

(Note that details of all local policies listed above are available at www.barnet.gov.uk)

6.0 COMMENTS ON THE PROPOSAL

Key dates

- 6.1 The below report is informed by discussions with the LPA's Policy, Heritage, Trees and Ecology departments.

Principle of Development

- 6.2 This pre-application proposes the change of use of disused outdoor tennis court (Use Class F2) to a community orchard (Sui Generis).
- 6.3 The proposal for a community orchard follows the results of the Central Square Consultation Survey 2025, undertaken by the Hampstead Garden Suburb with local residents, which received over 200 responses. The applicant proposed 4no. uses for the disused tennis court – 1) A children’s play area, 2) racquet sports (tennis, pickleball, padel), 3) nature/ecology (including quiet/relaxation areas), 4) café/food beverage. There was strong support for the enhancement of nature at the site rather than the introduction of more active uses, the Trust concluded that the proposed orchard was the most preferable use based on the feedback.
- 6.4 The LPA must assess the principle of the change of use, in particular the loss of the existing sports facility (albeit in a state of disrepair/no longer in active use).
- 6.5 Local Plan Policy CHW01 Part B states at the end of the section: *“Proposals involving loss of sports and recreational land or facilities will be considered in accordance with London Plan Policy S5”*.
- 6.6 London Plan Policy S5 Part C states: *“Existing sports and recreational land (including playing fields) and facilities for sports and recreation should be retained unless:*
- 1. an assessment has been undertaken which clearly shows the sports and recreational land or facilities to be surplus to requirements (for the existing or alternative sports and recreational provision) at the local and sub-regional level. Where published, a borough’s assessment of need for sports and recreation facilities should inform this assessment; or*
 - 2. the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or*
 - 3. the development is for alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use.”*
- 6.7 It is acknowledged that the proposed scheme would fail to retain or re-provide sports or recreational facilities contrary to criteria (2) and (3), the proposed change of use to a community orchard would thus result in the loss of the existing (albeit dilapidated) sports/recreational land. In respect of criterion (1), no assessment has been submitted to demonstrate that the existing land or facilities are surplus to requirements for either existing or alternative sports and recreational provision. The proposal therefore results in a technical conflict with this policy.
- 6.8 Notwithstanding this, Barnet’s Playing Pitch Strategy Review 2021/2022 provides useful commentary on Tennis provision in Barnet, detailing the Borough’s supply ([Playing Pitch Strategy 2023](#)). In particular, paragraphs 8.36-8.37 state the following;
- “8.36 - The theoretical observations above suggest that there is no need for additional [tennis] courts to be provided to meet future population needs. However, with the investment being*

provided to install access gates in 2023 across all park's courts. The actual usage of courts will be able to be monitored and inform future decision making.

8.37 - The LTA has stated that new provision is always welcome to fulfil strong playing demand in Barnet. Barnet has a strong tennis stock both in parks and clubs. Future trends may be the need to improve 'wrap around' facilities in parks. This includes floodlighting of courts to improve all year round play and ensure coaching income in parks is not too seasonal. This also includes toilet, pavilion, and path lighting around tennis facilities to encourage comfortable and safe routes to and from courts. These facilities will also be key to driving junior and adult coaching programmes and competitions within parks."

6.9 Given that the existing courts have been vacant for a period of almost 12 years, they do not contribute to the existing tennis supply within the Borough and are not accessible to the public. The above review also suggests that *'there is no need for additional [tennis] courts to be provided to meet future population needs'*, suggesting that the existing tennis court may be surplus to local requirements, in accordance with criteria (1). The applicant should reference this *Playing Pitch Strategy Review* as part of any forthcoming planning statement.

6.10 Local Plan Policy ECC05 Part A states: *"As Barnet grows there is a need to optimise the benefits that open spaces can deliver, ensuring that as well as being family friendly, they consider all users and create a greener Barnet. The Council will work with its partners to improve Barnet's Green Infrastructure by:*

- a) managing and enhancing open spaces, including Green Belt and Metropolitan Open Land to provide improved accessibility;*
- b) promoting a new Regional Park within the Brent Valley and Barnet Plateau Green Grid Area;*
- c) ensuring positive management of Green Belt, Metropolitan Open Land and open spaces to provide improvements in overall quality and protection of character and historic significance; and*
- d) promoting the delivery and use of the sports hubs identified in Policy GSS13."*

6.11 Part B of the same policy states:

"The Council will meet increased demand for access to open space and opportunities for physical activity, by protecting and enhancing existing open spaces and tackling deficiencies and under provision through securing new open space provision and improvements to existing open spaces:

- a) development proposals should make provision for open spaces, including parks and playing fields, where additional demand is created and new or improved open space is necessary, to meet the following standards:*
 - Parks: 1.63 Ha per 1,000 residents.*
 - Natural Green Spaces⁶¹ : 2.05 Ha per 1,000 residents.*
 - Playing pitches: 0.75 ha per 1,000 residents.*
 - Play and informal recreation: as set out by London Plan Policy S4.*

...

- c) *Arrangements relating to the long-term maintenance and management of open spaces will be secured by planning obligations where necessary. This will include maintaining and improving the greening of the environment through the protection of incidental greenspace, trees, hedgerows and watercourses, especially where this enables green corridors to link Barnet's rural, urban fringe and urban green spaces*".

- 6.12 In accordance with this policy, the proposed scheme would provide a new open space with significant ecological enhancements and improved public accessibility in comparison to the existing disused court, whilst protecting the character and historic significance of the surrounding area, aligning with the objectives of the above policy.
- 6.13 The LPA therefore recognises that the proposed change of use would technically conflict with London Plan Policy S5, however weight would be given to the public benefits of introducing a new open space, as well as the ecological enhancements that would be provided. Thus, in this instance, the principle of the change of use would be supported.
- 6.14 Further details with regards to the management of the use (i.e. hours of operation, security access, capacity/community schedule) should be provided.

Impact on the Character of the Area

- 6.15 Any scheme for the site will need to respect the character and appearance of the local area, relate appropriately to the site's context and comply with the development plan policies in these respects. This will include suitably addressing the requirements of the development plan policies such as CDH01 which states that all new development should be of a high architectural and urban design quality which respond sensitively to the distinctive local character and design, building form, patterns of development, scale, massing, roof form, and height of the existing context, as well as policies D1, D3 and D6 (of the London Plan).
- 6.16 Hampstead Garden Suburb is one of the best examples of town planning and domestic architecture on a large neighbourhood or community scale which Britain has produced in the last century. The value of the Suburb has been recognised by its inclusion in the Greater London Development Plan, and subsequently in the Unitary Development Plan, as an 'Area of Special Character of Metropolitan Importance'. The Secretary of State for the Environment endorsed the importance of the Suburb by approving an Article 4 Direction covering the whole area. The Borough of Barnet designated the Suburb as a Conservation Area in 1968 and continues to bring forward measures which seek to preserve or enhance the character or appearance of the Conservation Area.
- 6.17 The ethos of the original founder was maintained in that the whole area was designed as a complete composition. The Garden City concept was in this matter continued and the architects endeavoured to fulfil the criteria of using the best of architectural design and materials of that time. This point is emphasised by the various style of building, both houses and flats, in this part of the Suburb which is a 'who's who' of the best architects of the period and consequently, a history of domestic architecture of the period of 1900 - 1939.

- 6.18 The choice of individual design elements was carefully made, reflecting the architectural period of the particular building. Each property was designed as a complete composition and design elements, such as windows, were selected appropriate to the property. The Hampstead Garden Suburb, throughout, has continuity in design of doors and windows with strong linking features, giving the development an architectural form and harmony. It is considered that a disruption of this harmony would be clearly detrimental to the special character and appearance of the Conservation Area. The front of the properties being considered of equal importance as the rear elevation, by the original architects, forms an integral part of the whole concept.
- 6.19 Given that the host site is located within a conservation area, any development must have regard to policy CDH08 which states that special attention will be paid to the desirability of preserving or enhancing the character and appearance of conservation areas when assessing development proposals. Proposals should have regard to local historic context and character, including the appearance, scale, mass and height of buildings, use of materials, patterns of development and the layout of buildings and spaces.
- 6.20 The existing tennis court is in a state of disrepair, with an uneven surfacing that consists of a mix of soil (with a moderate stone content), broken tarmac, and overgrown vegetation. Public access to the site is locked to prevent trespassing, and the site is enclosed by a 1.80 metre high chain link fence. The Hampstead Garden Suburb Central Square – Area 1 Character Appraisal identifies the site as a '*principal negative feature*' within the suburb, describing the tennis court as '*derelict and abandoned*'. As such, the existing condition of the site is not considered to enhance or preserve the character of the surrounding conservation area, contrary to policy CDH08.
- 6.21 An analysis of historic plan archives shows the 1908 Parker and Unwin masterplan indicated an orchard on the land, Lutyens 1913 plan of Central Square developed this, proposing an open orchard at the site. However, by 1924 4no. tennis courts had been constructed, as evidenced by historic aerial imagery.
- 6.22 Informed by this historic pattern of development, the proposed scheme would re-instate the land to its original intended use, providing a community orchard, in keeping with the original vision for the suburb. In comparison to the existing condition of the site, the proposal would present a marked improvement, transforming a derelict plot of land into an open space with enhanced community and ecological benefits.
- 6.23 The proposed orchard responds sensitively to its location within the HGS conservation area, incorporating heritage planting (apple, pear, plum, quinces and medlar trees), as well as species-rich meadow grass seeding, significantly improving the visual amenity of the site, whilst respecting the character of the surrounding conservation area, in accordance with policy CDH08. Similarly, given that lower hedges are characteristic of the surrounding conservation area, there is no objection to the lowering of this boundary treatment, subject to an acceptable arboricultural impact.
- 6.24 The LPA raises no objection to the use of bark and brick paving at the site, however further details (in terms of their specific materials/colours) should be provided alongside a planting schedule with details of species types, heights etc.

- 6.25 Overall the proposed scheme would provide a significant enhancement in comparison to the existing state of the site, of benefit to the character and appearance of the surrounding conservation area, in accordance with policy CDH08.

Impact on Amenity of neighbouring occupiers

- 6.26 It is important that any scheme addresses the relevant development plan policies (for example policy CDH01 and CDH05 of the Barnet Local Plan and policy D6 of the London Plan) in respect of the protection of the amenities of neighbouring occupiers. This will include taking a full account of all neighbouring sites.
- 6.27 Policy CDH01 states that all development should provide a good standard of amenity that will allow for acceptable levels of daylight, sunlight, privacy and outlook for adjoining and potential occupiers and nearby users impacted by the development. The Residential Design Guidance SPD states that proposal should be designed to ensure the provision of sufficient privacy, minimisations of overlooking between surrounding dwellings and orientation of buildings to maximise sunlight and daylight. With regard to this pre-application, the key concern is whether the proposal would result in any degree of overlooking to neighbouring sites and if overshadowing, loss of outlook and loss of light would occur as a result of the development.
- 6.28 To the rear of the sites are no's. 6 and 20 Willifield Way. In comparison to the existing abandoned land, there would likely be an increase in the level of site activity and comings and goings as a result of the proposed scheme. However, the nature of the proposed use, being a community orchard is unlikely to give rise to any significant amenity harm in terms of noise and disturbance, or site intensification. Furthermore, when the tennis court was in active use, there would have been a more notable amenity impact (in terms of noise), in contrast to the proposed use.
- 6.29 The applicant should provide further details of the proposed hours of use, accessibility, and security details in an updated planning statement, to enable the LPA to accurately assess the potential site activity.

Biodiversity (trees, ecology and landscape)

- 6.30 The importance of trees, ecology and landscape is recognised at every policy level, Nationally NPPF chapter 15; regionally London Plan policy G6 and locally within Barnet Council's adopted policies CDH07, CDH08, ECC06 and ECC07 all require developers to consider, trees, ecology and landscape which builds biodiversity. In addition, within Barnet Council's emerging local plan policies. The following references are also considered; Circular 06/2005: Biodiversity and Geological Conservation – Statutory Obligations and their Impact within the Planning System, ODPM, 2005, London Biodiversity Action Plan, London Plan, 2016, London Regional Landscape Framework, Natural England, 2010. Further information on biodiversity guidance which should be considered can be found on the Council's website.
- 6.31 Policy ECC07 requires that the "Council will seek the retention and enhancement, or the creation, of biodiversity in development proposals by...ensuring that development makes the fullest contributions to enhancing biodiversity and protects existing site ecology".

- 6.32 The applicant is advised that the importance of reversing biodiversity loss within the planning process is now enshrined through Biodiversity Net Gain as per the Environment Act 2021. The implementation of Biodiversity Net Gain has become mandatory for major applications, and for minor applications (0.5 ha AND removing at least 25m sq of a habitat, or 5m of linear habitat). Further information can be found in the link provided in the "Other considerations" section of this report.
- 6.33 Notwithstanding this, the applicant should be aware that from 31st July 2026 new revisions are proposed to the existing BNG regulations, which will provide exemptions for sites that are 0.2 hectares or smaller, except where priority habitats are present ([Biodiversity Net Gain: what's changing and what it means for you – Environment](#)). Until changes take effect, the current BNG requirement remains in place, and developers should continue to follow [existing guidance and legislation](#) when delivering BNG.
- 6.34 An Ecologist should provide a baseline BNG assessment, conducting a site walkover survey to establish the extent of habitat present. An ecological succession process has likely taken place, whereby vegetations and saplings have grown through the underlying concrete substrate. Any forthcoming application must thus establish these baseline habitats. The proposed orchard would provide a high distinctive habitat, likely with a high biodiversity value, that would provide a significant ecological enhancement at the site in accordance with policy ECC07.
- 6.35 A detailed hard and soft landscaping plan should be provided, providing information on planting schedules, species, sizes, as well as boundary treatments, materials for pathways, seating etc. The applicant is also advised that a landscape management plan will also likely be conditioned (or can be provided upfront with an application), which requires that submission of details of a plan for all landscaped areas for a minimum of 25 years, including details of long term design objectives, management responsibilities, maintenance schedules and replacement planting provisions for existing retained trees and any new soft landscaping to be planted as part of the approved landscaping scheme. Details of grass seed mix to be sown over the soft landscape should also be provided - ideally this should be species rich grass with a high herb content for biodiversity reasons.
- 6.36 The LPA Tree Officers support the principle of providing a community orchard at the site. There is a preference for the use of native species at the site – ideally with the fruit trees being heritage varieties that are local to Barnet or have historic connection to Barnet/London. Details of root stocks and varieties should be provided with any forthcoming application.
- 6.37 In addition to this, any proposed pathways should be built up off the existing site levels to avoid harm to tree roots growing around the court.
- 6.38 There is no objection to the reduction in height of the holly hedge in association with these maintenance works. Any hedge maintenance or vegetation clearance should be undertaken outside of the active nesting bird season. Nesting birds and their active birds' nests are protected from damage of disturbance under the Wildlife and Countryside Act 1981, as amended (section 1). Generally, trees, buildings and scrub may contain nesting birds between 1st March and 31st August inclusive.

- 6.39 This information would be subject to review by the LPA Tree Officer and Ecologist as part of any forthcoming application, which may alter the outcome of the application.

Other considerations

- 6.40 It is important to note that there are other significant areas of consideration for any forthcoming application.

Please refer to the following link on the Council's website which details these other important areas of consideration including:

- Biodiversity (trees, ecology and landscape) and Biodiversity Net Gain

Additional considerations following a pre-app:

<https://www.barnet.gov.uk/planning-and-building-control/planning/pre-application-planning-advice>

SUMMARY OF ADVICE AND NEXT STEPS

- 6.41 The applicant is therefore advised that the LPA would support the principle of the *conversion of the disused tennis court (Class F2) to a community orchard (Sui Generis)*.
- 6.42 Further ecology/trees information should also be provided, as outlined in the report. The planning statement should also be updated to reference relevant policies, provide material details, as well as further information regarding the proposed usage.
- 6.43 Your formal submission should include all relevant supporting documentation/ surveys required for the assessment. Barnet's practice regarding amendments to live planning applications involves a balance between flexibility and procedural integrity. Please be aware that minor amendments will typically be accepted without a new application, providing that no neighbour re-consultation is required, while major amendments may require re-submission to ensure comprehensive evaluation and stakeholder engagement. If appropriate, you may wish to discuss any outstanding issues through further pre-application discussions.
- 6.44 Any forthcoming application would be subject to a formal consultation period where neighbouring residents, as well as any relevant consultees (e.g. Highways, Trees Ecology, Environmental Health etc) may provide comments that could alter the outcome of the application. Further information may be requested during the application process.
- 6.45 It should be noted that this pre-application assessment does not benefit from a site visit; the assessment has been made based on the limited information submitted and aided by aerial imagery. Should an application be submitted, further information may come to light when a site visit is carried out that may alter the outcome of the application.

Barnet's Empty Property Grants

Owners of long term empty properties are invited to apply for financial assistance to bring these properties back into residential use. Grants of up to £40,000 are available to support renovation or conversion projects, subject to conditions.

Additionally, funding is offered for the development of new properties where a long-term empty property has been demolished.

For full details and eligibility criteria, please visit the Council's web page [here](#).

6.0 FOLLOW UP ADVICE

- a. If you require further advice, the Local Planning Authority can offer follow up advice to clarify or expand upon the issues raised above, prior to the submission of a formal application. If you wish to do this, it is suggested that you provide additional information in support of the proposals addressing any issues outlined above. Officers can review an amended scheme following a pre-application if it is a materially similar scheme to the original enquiry and if submitted within 6 months following the issue of the initial pre-application response. This would normally be charged at the hourly rate of £394.89 (including VAT); please contact us to arrange. If you require a meeting the attendance of a Planning Manager (£492.84 per hour, including VAT) or Service Head/Director (£592.33 per hour, including VAT) then this can also be arranged in addition. Formal discussions after 6 months would be in the form of a new pre-application.
- b. Please note that if any new scheme is of a significantly different nature to the one referred to in this advice, then a new pre-application request will need to be made rather being dealt with in the above manner.

7.0 INFORMATIVE

Information required to be submitted as part of a formal planning application

- 9.1 The local and national validation requirements can be viewed online via:
<https://www.barnet.gov.uk/planning-and-building-control/planning/submit-planning-application>
- 9.2 You should ensure that any future formal planning application meets these requirements in order to avoid unnecessary delays in the registration of the application.

Notice:

Although the Council does not automatically publicise the details of pre-application discussions with potential developers and treats them as commercially sensitive, under the Environmental Information Regulations 2004 we may from time to time receive a request from a member of the public to provide information regarding enquiries that we have received for pre-application advice and of any advice

given. Subject to certain exemptions, we are obliged to provide this information, although personal data is protected from disclosure under the General Data Protection Regulation (GDPR).

The exemptions relate to commercially sensitive and confidential information. It is, therefore, important that you bring to the Council's attention in writing at the outset any information which you consider may, if disclosed, prejudice your commercial interests or which you consider would breach confidentiality. You should also set out the reasons why, and for what period, you consider the information falls into these categories. It is then for the Council to decide whether it believes the information falls into these exempt categories, if a Freedom of Information request is subsequently received.

We may also treat as exempt from disclosure information which, if disclosed, may prejudice the effective conduct of public affairs. This can be particularly relevant at the outset of major applications where a lot of exploratory discussion takes place. If the disclosure of this exploratory information is likely to prejudice the process of leading to a proper determination of the subsequent planning application, then it may not be disclosable.

Apart from these exemptions any other recorded information resulting from these pre-application discussions is very likely to be disclosable. Once a planning application for a similar scheme on a site has been submitted the pre-application advice will be disclosable.