



DEVELOPMENT PLAN PANEL

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 13th March, 2018
at 9.30 am

MEMBERSHIP

Councillors

P Gruen (Chair)	C Campbell	B Anderson	T Leadley
M Coulson		G Latty	
C Gruen			
R Lewis			
J McKenna			
F Venner			
N Walshaw			

Agenda compiled by:
H Gray
Governance Services
Telephone: 37 88657

Head of Strategic Planning:
David Feeney
Tel: 0113 3787660

A G E N D A

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1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p>	

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3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstance shall be specified in the minutes).</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6			<p>MINUTES</p> <p>To agree the minutes of the meeting held 16th January 2018 as a correct record</p> <p>(Copy attached)</p>	1 - 4
7			<p>DEVELOPMENT PLAN PANEL WORK PROGRAMME UPDATE</p> <p>To consider the report of the Director of City Development presented as the basis for discussion to agree a forward programme of work for the Council's Development Plan Panel. The report sets out revisions proposed to reflect the need to make adjustments to programme matters, milestones and targets. These take into account the rolling forward of the Local Development Scheme (the project plan for how the Local Plan is to be prepared), a review of public consultation arrangements and other matters, including working with other Council boards and panels.</p> <p>(Report attached)</p>	5 - 10

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8			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note the date and time of the next meeting as Tuesday 17th April 2018 at 1.30pm</p> <p><u>Third Party Recording</u></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

Development Plan Panel

Tuesday, 16th January, 2018

PRESENT: Councillor P Gruen in the Chair

Councillors B Anderson, C Gruen, G Latty,
T Leadley, R Lewis, J McKenna, F Venner
and N Walshaw

- 49 Appeals Against Refusal of Inspection of Documents**
There were no appeals against the refusal of inspection of documents.
- 50 Exempt Information - Possible Exclusion of the Press and Public**
The agenda contained no exempt information.
- 51 Late Items**
No formal late items of business were added to the agenda, however a supplementary document containing revised wording proposed for Policy H5: Review of Affordable Housing Policy, within the Core Strategy Selective Review, was tabled at the meeting (minute 55 refers).
- 52 Declaration of Disclosable Pecuniary Interests**
No declarations were made.
- 53 Apologies for Absence**
Apologies for absence were received from Councillors Campbell and Coulson. Councillor C Gruen also provided apologies for her late arrival.
- 54 Minutes**
RESOLVED - That the minutes of the Development Plan Panel meeting held on 19th December 2017 be approved.
- 55 Core Strategy Selective Review (Publication Draft)**
Further to minute 46 of the Development Plan Panel meeting held 19th December 2017, the Panel considered the report of the Director of City Development on further revisions to the proposed policies of the Core Strategy Selective Review (CSSR) as requested at the December meeting.
- The report set out the background to the preparation of the CSSR and addressed the discussions held at the December meeting when the Panel agreed that further work and redrafting in a number of targeted areas was necessary. The report sought consideration and approval of the revisions for public consultation and included the following documents:
Appendix 1 – Proposed Publication Draft Policies with Revisions;
Appendix 2 – Report to Development Plan Panel of 19th December 2017
- Additionally, an updated Policy H5: Review of Affordable Housing Policy was tabled at the meeting containing further revisions proposed to better reflect previous discussions.

The Panel considered each of the revised issues addressed in the report; cross referencing with Appendix 1. The Group Manager, Policy and Plans presented the following key points:

Policy H5: Review of Affordable Housing Policy

- The Policy now indicated that a review of the targets is to be anticipated throughout the lifespan of the Core Strategy, in response to Government guidance and in order to remain responsive to changes in the economy and housing markets.
- Affordable Housing targets were now expressed as a minimum and evidence supported the proposed increase in the targets for the City Centre and Inner areas to 7% (from 5%)
- The narrative now clarified that calculation of any Commuted Sums would relate to market prices in the relevant locality

(Councillors C Gruen and Venner joined the meeting at this point)

Officers confirmed that having considered Members previous comments, no changes were proposed to the HMCA boundaries. However, Central Government would revise Community Infrastructure Levy (CIL) guidance shortly and it was intended that both these matters would be reviewed at the same time.

Dale Robinson of GVA consultants provided the Panel with an overview of the evidence and methodology used to support the proposed revised Affordable Housing target for the City Centre and Inner areas and assured the Panel that this level of provision could be sustained without a negative impact on other Policy and standards requirements.

Members welcomed the revisions proposed to the Policy and made the following comments:

- A review of the boundaries should be mindful of natural and financial boundaries, having regard to the overlap of CIL districts, HMCA's and Affordable Housing Zone boundaries
- The timeframe for implementation of the revised Affordable Housing targets and the weight which could be afforded the revised targets during the progression of the Site Allocations Plan to adoption
- The role of the independent District Valuer in assessment of scheme viability and presentation of their reports at Panel meetings. This matter was noted as an issue for discussion at future a workshop
- The expectation for applications to be policy compliant; specifically for the offer of Affordable Housing; and if none is offered then an application would need to evidence exceptional reasons to support non-compliance
- Recognised the need to continue to work closely with LCC Housing Growth Team to utilise commuted sums to develop new Affordable Housing.

In response to comments regarding the narrative of Policy H5 – specifically the use of “robustly justified” - the Chief Planning Officer provided the Panel with assurance that this terminology will allow the use of commuted sums to

respond to locality needs. In respect of “minimum provision” it was agreed that additional text be included along the following lines:

- a) “The minimum targets set out in Policy H5 are likely to be reviewed in any event in the future” - to reflect Government guidance to review Local Plans every 5 years.
- b) “Where developments are expected to take more than 5 years to complete, the Council will expect permitted schemes to make provision for a review of the schemes’ viability to determine whether the level of Affordable Housing being provided across the scheme as a whole is appropriate.” – to address schemes which are likely to take more than 5 years to complete.

(Councillor R J Lewis joined the meeting at this point)

Additionally, the Panel raised the issue of wanting to see the outcome of Commuted Sum spending and the schemes delivered. Noting that Executive Board had previously agreed investment of Commuted Sums in 5 wards; the Chair expressed the view that if Commuted Sums were accepted; Members needed to be better informed of the outcome of the spend, and had an expectation for LCC to expedite spending of the money. As such, the narrative could be reworded to prioritise the 5 ward area and encourage prompt implementation. It was noted that provision of follow-up information and involvement of local ward councillors in use of monies was beginning to take place but Members urged this happen more regularly and with the involvement of Housing Growth Team. This matter was identified as an issue for discussion at a future workshop meeting and a suggestion to present the Annual Monitoring Report to Joint Plans Panel was noted. Members were also encouraged to provide information on possible locations for development of affordable housing within their wards to relevant officers, firstly to ensure the SHLAA is up to date and secondly to inform future decision making for the Housing Growth Team.

Policy H9 Space standards

The Panel noted and welcomed the revised wording to the Policy and additionally noted a comment made highlighting the need to also be mindful of the requirements of homeworkers.

The Chief Planning Officer briefly outlined discussions held with the LCC Environmental Protection Team seeking to ensure the Policy had regard to environmental health standards in relation to Houses in Multiple Occupation and identified the positive role the proposed Supplementary Planning Document would have in achieving policy compliance.

RESOLVED –

- i. That, having considered and commented upon the Policies and supporting paragraphs of the Core Strategy Selective Review as set out in Appendix 1 (and the supplementary pack) which included revisions requested at the Development Plan Panel meeting of 19th December 2017, the Panel welcomed the revisions and supported the inclusion of the revised Policies

- (and the additional text identified at the meeting) within the Core Strategy Selective Review for progress to Executive Board;
- ii. To recommend to Executive Board that it approves for public consultation the Publication Draft of new and revised Policies and supporting paragraphs of the Core Strategy Selective Review as set out in Appendix 1 (and the supplementary pack), subject to the further changes agreed at the Panel meeting;
 - iii. To recommend to Executive Board that it approves the supporting documents, including Sustainability Appraisal and other background evidence.

56 Date and Time of Next Meeting

RESOLVED – To note the date and time of the next meeting as Tuesday 13th February 2018 at 9.30 am.



Report author: Martin Elliot

Tel: 0113 37 87635

Report of Director of City Development

Report to Development Plans Panel

Date: 13th March 2018

Subject: Development Plan Panel Work Programme Update

Are specific electoral Wards affected? All If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report provides an update on the on-going work programme of the Development Plan Panel.

Recommendations

2. Development Plan Panel is recommended to note the contents of this report alongside further material and verbal updates provided at the meeting.

1 Purpose of this report

- 1.1 The purpose of this report is to discuss and agree a forward programme of work for the Council's Development Plan Panel.
- 1.2 The revisions proposed reflect the need to make adjustments to programme matters, milestones and targets. They take into account the rolling forward of the Local Development Scheme (the project plan for how the Local Plan is to be prepared), a review of public consultation arrangements and other matters, including working with other Council boards and panels.

2 Background information

- 2.1 Members of DPP have endorsed and steered a wide variety of Local Plan work for the past year: including the Submission of the Site Allocations Plan, the submission draft of the Core Strategy Selective Review and associated Supplementary Planning Documents, evidence base and monitoring material. Members have also considered significant arising changes to national planning guidance prefaced in the Housing White Paper.

3 Main issues

- 3.1 The Local Development Scheme was last updated in May 2017 and good progress is being made against the timetables set therein. There are some factual updates (e.g. the Adoption of the Aire Valley Leeds Area Action Plan), outstanding work items (e.g. preparation of a revised Statement of Community Involvement) and potentially arising work programme items to reflect through minor revisions. The current LDS is available on-line via the following link:

<https://www.leeds.gov.uk/docs/Local%20Development%20Scheme%20May%202017.pdf>

- 3.2 Updates and amendments to the LDS will be tabled at the meeting.
- 3.3 The work programme of DPP stems from the LDS, and implementation issues raised through Panel meetings. Within this context, there are a number of areas of implementation and delivery matters, which are currently outstanding. These are as follows:

- **Housing Delivery / Monitoring**

- i Engagement with small and medium sized building firms on their view of the market and delivery of the overall housing target
- ii Information on the number of permissions granted/permissions implemented and started on site.
- iii Monitoring information on the trajectory for the delivery of 1 & 2 bed Affordable Housing

- iv Outcome of discussions with volume house building industry on volume house building rates and reasons for the fall in the ratio of build out-rate: delivery
 - v Consider the policy for Commuted Sum use; whether there was any flexibility and support for cross-ward financing; undertake reviews of the calculation mechanism and best practice operated elsewhere
 - vi The role of the independent District Valuer in assessment of scheme viability and presentation of their reports at Panel meetings.
 - vii Development outcomes from Commuted Sum spend, follow-up information and involvement of local ward councillors in use of monies; the involvement of Housing Growth Team. (with Annual Monitoring Report to Joint Plans Panel)
 - viii An implementation update to be presented to a future meeting
 - ix Establish a 'ready reckoner' to calculate windfall sites throughout the year and undertake further research on the number of windfall sites/amount of housing provided over the last three years.
 - x A workshop to be arranged / report to Joint Plans Panel on Commuted Sums – calculations, spend; building homes for the future
 - xi A report on the outcome of a recent Court decision which provided clarity on how Local Planning Authorities take a view on the 5 Year Housing Land Supply and the balance between what is deliverable and what is actually delivered
- **Local Plan**
 - i Providing clarity to plan-users on the different aspects of the Local Plan e.g. through FAQs, a local plan newsletter and dedicated signposting on the web
 - **Community Infrastructure Levy**
 - i A review of Community Infrastructure Levy requirements to identify whether the requirements remain appropriate for each area and assess the impact of CIL on redevelopment.
 - **National Planning Guidance**
 - i The NPPF is due to be published before Easter

3.4 Updates in respect of the above work programme will be provided at the meeting and the forward plan of priority areas of work. In addition, a

representative from the Council's Housing Growth Team will also be present to provide an update on the achievements to date and the ongoing work programme of the Housing Growth Board.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The above matters have been discussed previously through Panel and in consultation with the Panel Chair.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The preparation of work programme areas will require Equality Impact Assessments at appropriate stages.

4.3 Council policies and Best Council Plan

4.3.1 The Local Plan and its DPDs form one of Leeds City Council's main policy documents setting out vision, objectives, policy, allocations and targets for the future growth of Leeds particularly in terms of spatial planning. The Local Plan helps articulate the spatial dimension of other council strategies and plans including 'Vision for Leeds' and the Best Council Plan, so it is important that it is kept up-to-date and work in support of its preparation and implementation is subject to management processes and timetables.

4.4 Resources and value for money

4.4.2 The Local Plan will require both staffing and technical resources to support the plan making process and evidence base work. However it is desirable that the Local Plan should be up-to-date in terms of a plan-led system which ensures that the development decisions and investment in Leeds aligns with wider ambitions of the City Council, the Combined Authority and other agencies.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The Local Plan and DPD preparation will follow the statutory Development Plan process. The Local Plan and implementation activities form part of the budget and policy framework and is therefore not eligible for call-in.

4.6 Risk Management

4.6.1 None.

5 Conclusions

5.1 This report summarises the overall Panel work programme for 2018/19 and further details in respect of the matters above, together with an update on the Housing Growth Board will be provided at the meeting.

6 Recommendations

- 6.1 Development Plan Panel is recommended to note the contents of this report alongside further material and verbal updates provided at the meeting.

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