

1. The Ministry of Housing, Communities and Local Government (MHCLG) is revising the National Planning Policy Framework (NPPF), issued in March 2012, as part of the planning reform package set out in the February 2017 Housing White Paper, the September 2017 'Planning for the Right Homes in the Right Places' consultation and further announcements in last November's Autumn Budget.
2. The proposals were launched on Monday (5th March) and subject to consultation until 10th May and include the following interrelated documents:
 - National Planning Policy Framework consultation proposals
 - National Planning Policy Framework – Draft Text for Consultation
 - Draft Planning Practice Guidance for Viability
 - Housing Delivery Test – Draft Measurement Rule Book
 - Supporting Housing Delivery through developer contributions (Reforming developer contributions to affordable housing & infrastructure).
3. The consultation takes the form of a series of specific questions regarding the details of the changes.
4. Further releases are also anticipated (this week), which set out the methodology for the calculation of housing requirements. There is no indication that the Government's approach has shifted from that in the previous consultation and it is expected that, as before, each local authority will have a baseline number set by Government.
5. Officers are working through the details of these proposals, with a view to preparing an initial response to the Development Plan Panel (DPP) on 17th April and will also make DPP aware of the nature and scope of these proposals at the meeting on 13th March. Other briefings can be provided as appropriate.
6. There is a considerable amount of detail to work through, in comparing the cross cutting changes with the current NPPF and in reviewing the other technical documents. From an initial analysis the following headlines can be flagged:
 - Changes to the structure & presentation of the NPPF, for example the 'Core Planning Principles' section has been removed, with the principles incorporated into each thematic section,
 - The 'presumption in favour of sustainable development' would be triggered where a Council cannot demonstrate a five-year housing supply "or where the housing delivery test indicates that delivery of housing has been substantially below the housing requirement over the previous three years,
 - Local plans will be considered sound if, as a minimum, they meet as much as possible of an area's objectively assessed needs, particularly for housing,
 - A standard methodology for assessing housing need will be implemented via the revised framework (previously set out in the September 2017 consultation document),
 - A housing delivery test will impose sanctions on Councils failing to meet housebuilding targets in their local plans,

all other planning authorities must fully examine "all other reasonable options" for meeting their identified development needs before releasing Green Belt.

- The government expects minimum density standards to be used in town and city centres and around transport hubs in areas where there is a shortage of land for meeting identified development needs,
- Where policy requirements have been tested for viability at the plan-making stage, such issues should not usually need to be visited again at the planning application stage,
- Greater emphasis upon 'strategic plans' & the role of combined authorities with planning powers, with stronger references to meeting unmet needs from neighbouring areas where necessary/agreed,
- Changes to the wording of the soundness tests for plan –preparation (plans need to be justified on the basis of '*an appropriate strategy*' not '*most appropriate strategy*' as currently worded).

Supporting Housing delivery through developer contributions

- Alongside its review of the NPPF, the also published consultation proposals for changes to developer contributions. These changes were first announced in last year's Budget following recommendations made by the government's Community Infrastructure Levy (CIL) review panel, which was tasked with reviewing the workings of the levy.
- The Budget said that the government would consult to ensure that where an authority has adopted CIL, section 106 pooling restrictions could be removed "in certain circumstances such as where the authority is in a low viability area or where significant development is planned on several large strategic sites". It also proposed to allow authorities to "set rates which better reflect the uplift in land values between a proposed and existing use". Other measures to be consulted on would include "speeding up the process of setting and revising CIL to make it easier to respond to changes in the market".

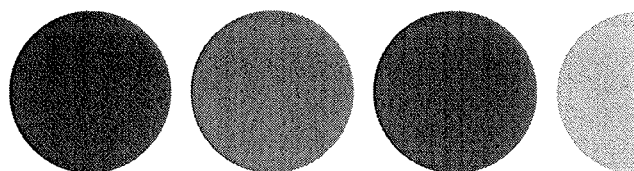
Implications for Leeds

7. The Leeds Site Allocations Plan (SAP) is at an advanced stage, with the Core Strategy Selective Review (CSSR) progressing to timetable. Because of these respective timetables, due to transitional arrangements, they will not be 'caught' by these new proposals. The SAP remains at examination and following the close of consultation on resubmission proposals (26th February) is due to reconvene with stage 2 Hearings (Housing) in July 2018. The CSSR is at Publication draft consultation stage, with consultation due to close on 23rd March, with submission to the Secretary of State planned for September 2018.
8. In launching the consultation proposals, the MHCLG have confirmed that local planning authorities will have six months from publication of the new National Planning Policy Framework (NPPF) (anticipated in the summer) to submit local plans for examination under the old framework. Transitional arrangements are proposed which will apply the current framework to the examining of plans which are submitted on or before the date which is six months after the date of the publication of the new framework.

David Feeney
7th March 2018

briefing

March 2018



Draft Revisions to the NPPF

Billed as “new, fairer effective planning rules” to unlock land for housing delivery. The emphasis of the revisions provide greater focus towards housing delivery compared to the previous emphasis on promoting economic growth.

The document does not include some key headline measures such as a use-it-or-lose it policy for developers failing to implement land with planning permission, or the threat of government taking over plan-making powers from under-performing “special measures” authorities. We expect these policies will be set out in pending guidance and legislation expected later this week.

Sustainable development

As with the existing NPPF, sustainable development, as a principle, is at the heart of the NPPF. The revised text has been reordered to reflect the plan-making and decision-making processes. The revision also amends the old paragraph 14 test clarifying specific protected areas where the presumption may not apply within a defined list.

revised NPPF seeks to address this through providing much more emphasis on the plan-making process.

Local plans are still required to meet locally identified needs (as much as possible) as well as unmet needs from neighbouring areas.

The Duty to Cooperate is retained in the NPPF, however, reference to the “Duty” has been removed. LPAs are to be required to prepare statements of common ground with neighbouring authorities and other relevant bodies. This joint working should assist with identifying infrastructure requirements and whether development needs of an LPA can be met elsewhere. We expect further guidance will be published through the PPG.

Plan-making

The glacial speed of preparing new local plans has been a long-standing complaint of developers and local authorities alike and resulted in the stalling of development in many areas across the country. The

The general thrust of the revisions is to make local planning more straight-forward, with the LPA required to demonstrate the delivery of an **“appropriate strategy” as opposed to the current test of “the most appropriate strategy”** in the context of proportionate evidence.

The revised NPPF also confirms that local plans should be reviewed **every five years** and updated as necessary, taking into account changing circumstances and national policy. This includes updating strategic policies if their applicable local housing need figure has increased.

Transitional arrangements mean that the **revised NPPF will only apply to emerging local plans which have been submitted after six months of the publication of the revised framework in its final form**. In London (and for other spatial development strategies) the point of submission means the point at which a statement of intention is published to the Secretary of State (post-examination in public).

Decision making

The general push for positivity in local decision-making is retained in the revised NPPF.

The government has re-iterated its intention to restrict the use of unnecessary planning conditions, introducing a requirement that all pre-commencement conditions be agreed in writing with the applicant.

Viability

The revised NPPF has been published alongside new proposed guidance on viability in planning. **This includes a requirement that all viability assessments (where needed) should be made publicly available**. Interestingly, the Planning Obligations consultation which has also been published alongside the revised NPPF raises the potential for affordable housing and infrastructure contributions to be set nationally and to be non-negotiable.

Guidance on Viability

The PPG for Viability provides some clarity to the viability process including set definitions for key inputs such as Gross Development Value, Existing Use Values and Development Profits (confirmed at 20% return on GDV).

Further detailed guidance will follow after the consultation.

Housing supply

The standard methodology for calculating objectively assessed housing need is to be used in determining housing targets. The unmet need from neighbouring areas should also be taken into account as per existing policy. There is no update provided on the standard methodology consultation undertaken last year and we expect this to come forward within a further proposed guidance document.

Standard Methodology for Housing Need

The proposed standard methodology was consulted on last year in the Planning for the Right Homes in the Right Places Consultation.

The standard methodology will simplify OAN calculations to provide a centrally based figure using the DCLG household forecasts adjusted for local house prices and local earnings.

LPAs will now be required to identify **20% of all housing sites on small-sites of half a hectare or less**. This could have significant implications for under-resourced planning policy teams, it also makes a bold assumption that this amount of small-sites are actually available in each authority area.

Local plans will now provide a housing target for designated neighbourhood areas (areas identified for a neighbourhood plan). This figure will be prescriptive and will not be re-tested during a neighbourhood plan examination.

The revised NPPF seeks to encourage and support the implementation of housing through a variety of measures. These include increasing five-year housing land supply (5YHLS) requirements through the implementation of a 10% buffer or clarification that **a 20% buffer is required if housing delivery is persistently below the housing delivery test for a period of three years**.

Housing Delivery Test

The Housing Delivery Test assesses the actual delivery of housing through percentage measurement of the number of net homes delivered (including student houses and HMOs) against the number of homes required in a plan-making authority area.

The implementation of the presumption in favour of sustainable development will happen where the LPA cannot demonstrate a 5YHLS, **or the housing delivery test indicates delivery substantially below (75%) the housing requirement**.

If a LPA is to rely on a 5YHLS then it will need to prepare an Annual Position Statement in consultation with developers and others and this will need to have been considered by the Secretary of State.

The housing delivery test will also influence whether LPAs have to prepare action plans to address a shortage in housing delivery. This will be required where a LPA falls below 95% of its housing requirement over a three year period.

To encourage faster implementation of planning permissions, **LPAs are encouraged to impose shorter time limit conditions** rather than the relevant default of three year period.

Reference to garden city principles has been removed, instead promoting new settlements based on:

- Existing or planned investment on infrastructure
- Economic potential; and
- The scope for net environmental gains.

Affordable housing

One of the most significant changes is to the definition of affordable housing, with much greater emphasis on finding routes to home ownership rather than support for the rental market. The revised definition confirms that affordable housing is for those **“whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers)”**.

New definition of affordable housing

- Removes the differentiation between affordable and social rent (affordable rent should be 20% below local market rent and provided through a locally registered provider);
- Introduces starter homes as affordable housing;
- Introduces other discounted market sales housing as a further affordable produce with an eligibility based on local incomes and house prices (there is no clarification on what this might be); and
- Sets out other affordable routes to home ownership, including:
 - Shared ownership
 - Relevant equity loans
 - Low cost homes for sale; and
 - Rent to buy.

Some of these definitions will require further clarification as it is not clear what, for example, low-cost homes for sale, could be.

A more prescriptive approach to identifying housing needs and types for different parts of the community is proposed. **This may open the door for the introduction of prescriptive affordable targets for alternative types of accommodation such as student housing and housing for older people.**

The government proposes a requirement that major housing development provides at least 10% of homes to be available through affordable home ownership.

Affordable housing on small sites

Interestingly, local authorities are precluded from applying affordable housing policies to small sites (not major development eg less than 10 units or 1,000 sqm floorspace). This provision aligns closely with the government's small sites policy which many local authorities are currently not applying but will find it harder to avoid if the revised NPPF is brought forward.

Effective use of land

Greater emphasis is provided on the requirement for effective use of land, particularly brownfield development.

New policies support the implementation of minimum densities, particularly in town and city centres and locations with good public transport accessibility. This includes promoting the re-use of retail and employment land where there is a high housing demand, provided it does not *“undermine key economic sectors or the vitality and viability of town centres”*.

More specific policies include:

- **Extensions in height** - promotion of upward extensions making use of airspace above existing homes so long as this is consistent with the prevailing height and form of neighbouring properties; and
- Taking a flexible approach to policies or guidance relating to daylight and sunlight where it would inhibit making efficient use of a site.

Design

The revised NPPF provides a general thrust towards encouraging LPAs to provide more detailed design guidelines based on local context and promoting placemaking within communities. The policies generally provide more emphasis and support for local authorities to increase the design quality of development.

The old paragraph 59 requirement to avoid unnecessary prescription or detail on design has been removed.

Heritage

Despite some concerns that the policy might be fundamentally changed, heritage related policy tests are largely the same. However, reference to the optimum viable use test when considering less-than-substantial harm to a heritage asset has been removed - we believe this is due to simplification of the policy rather than any technical reasoning.

Green belt

The government's stance on green belt is unchanged and the rhetoric around the publication of the revised NPPF is that the green belt is not seen as a solution to deliver significantly more housing.

There is more clarification on the exception test to ensure consistency for de-allocating green belt land through the local-plan making process. Exceptional circumstances will only exist where:

- There is insufficient brownfield or non-Green Belt land to meet identified needs;
- It optimises the density of development; and
- The plan has been informed by discussions with neighbouring authorities to explore whether more suitable land is available in neighbouring authority areas.

Regarding development applications, only minor changes are proposed to the definition of what is not considered to be inappropriate development. This includes a lower-test for brownfield green belt development providing affordable housing and inclusion of change of use of land where it does not impact on openness or the purposes of including land in the green belt.

Economic development

The revised NPPF provides far less emphasis on the need to promote economic development (for example, the existing definition for "economic development" is not included within the revised glossary). However, there remains significant weight on supporting economic growth.

Town centres

An additional requirement is proposed for the sequential assessment test requiring town centre opportunities to now be "fully explored". This could have significant implications for the level of evidence required to undertake the sequential test.

A new requirement is introduced for LPAs to identify "edge of centre" sites for main town centre uses that are well connected to the town centre and where viable town centre uses are not available.

Other proposals

A raft of other relatively small changes are included:

- The removal of all references to EU Regulations
- Additional requirements relating to air quality

management with reference to Clean Air Zones and Air Quality Management Areas.

- The agent of change principle requiring that new development can be integrated effectively with existing businesses and community facilities without the existing business having unreasonable restrictions placed on them as a result of permitted development.

- Specific commentary on ground conditions and pollution.

Consultation timescales

The deadline to provide consultation responses is 10 May 2018. The government's intention is to publish the final version of the revised NPPF in the summer. The short period between the close of the consultation and intended publication suggests that very few changes are expected between this draft and the final version.

Supporting House Building Through Developer Contributions

Alongside the NPPF publication, the government has published an additional consultation proposal to explore the potential for further CIL reforms.

The consultation document raises the potential for affordable housing and infrastructure contributions to be set nationally and to be non-negotiable.

The CIL reforms propose:

- A streamlined process for setting CIL charging schedules;
- Lifting the existing S106 pooling restrictions under Reg.123 in certain circumstances;
- A more proportionate way to administer exemptions;
- Clarifying how indexation is applied when an existing permission is amended;
- Extending abatement provisions to phased developments;
- Allow charging schedules to take into account land value uplift by allowing charging rates to be established by the existing use of land;
- Index CIL rates to local-authority house prices or CPI as opposed to the BCIS; and
- Allow combined authorities with strategic planning powers to introduce a Strategic Infrastructure Tariff.



Local Development Scheme

Leeds Local Plan

March 2018

1 Introduction

- 1.1 The Planning and Compulsory Purchase Act (2004) and national planning policy place Local Plans at the heart of the planning system. Local Plans set out a vision and a framework for the future development of an area, addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure – as well as safeguarding the environment, mining activities, dealing with waste, adapting to climate change and securing good design. They also help guide decisions about individual development proposals, as Local Plans (together with any neighbourhood plans that have been made) form statutory Development Plan for Leeds and are the starting-point for considering whether applications can be approved.
- 1.2 National planning policy sets clear expectations as to how a Local Plan must be developed in order to be justified, effective, consistent with national policy and positively prepared to deliver sustainable development that meets local needs and national priorities. It is also essential that they are based on up to date and proportionate evidence and are kept up to date to respond to changing circumstances. The NPPF (draft March 2018) notes that policies should be reviewed to assess whether they need updating at least once every five years, as should then be updated as necessary. Reviews should be completed no later than five years from the adoption of the plan, and should take into account changing circumstances affecting the area, or relevant changes in national policy. This review can be encompassed within the LDS.
- 1.3 A Local Development Scheme is required under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). This must specify (among other matters) the documents which, when prepared, will comprise the Local Plan for the area.
- 1.4 The first Local Development Scheme (LDS) for Leeds came into effect in 2005 and this is the eighth revision to that document. This LDS is the first point of contact for anyone wishing to find out about which planning policy documents apply to Leeds, and their status. The plan making process is complicated and can be forbidding to non-planners. To that end, this LDS clearly sets out progress on the Local Plan alongside details of a wider set of documents and evidence base documents so that local communities and interested parties can keep track of progress and wider plan making context. A glossary of terms is also provided at **Appendix 1**.
- 1.5 The LDS also sets out a three-year rolling programme on the timetable for preparing and reviewing these documents alongside other non-statutory documents. If monitoring of the Local Plan indicates the need to further adjust the LDS timetable or if there is a need to revise and/or prepare new planning documents in response to national planning policy or local circumstances, this will be announced on the council's web site and the LDS will be adjusted accordingly.
- 1.6 The Planning and Compulsory Purchase Act (2004) requires that local authorities establish policies relating to the development and use of land in their area in Local Development Documents. Local Development Documents (LDD) include Development Plan Documents (which form part of the statutory development plan) and Supplementary Planning Documents (which do not form part of the statutory development plan). LDDs collectively deliver the spatial planning strategy for the local planning authority's area.
- 1.7 Development Plan Documents (DPDs) are prepared by local planning authorities and outline

the key development goals of the Local Plan. All DPDs are subject to rigorous procedures of community involvement, consultation and independent examination, and adopted after receipt of an inspector's binding report. Once adopted, development management decisions must be made in accordance with them (and any other policies forming part of the development plan) unless material considerations indicate otherwise.

2 Local Development Documents

- 2.1 Local Development Documents produced by the LPA collectively deliver the spatial planning strategy of the area and include the following documents:

Development Plan Documents

- 2.2 The Local Plan in Leeds is not a single 'plan' but the name given to a portfolio of documents (including Development Plan Documents (DPDs)). This approach allows greater flexibility for local planning authorities to respond to changing circumstances, address local issues, strengthen community and stakeholder involvement in the planning process and achieve economic, environmental and social objectives, through the use of Sustainability Appraisals. A DPD forms part of the statutory development plan for Leeds.

Supplementary Planning Documents

- 2.3 Supplementary Planning Documents (SPDs) are also Local Development Documents but do not form part of the statutory development plan, but they do provide supplementary advice and guidance, which are material considerations in the determination of a planning application. SPDs are not subject to independent testing; however they are subject to community involvement procedures.

Statement of Community Involvement

- 2.4 A Statement of Community Involvement (SCI) was adopted by the City Council in February 2007. This in turn sets out the processes by which the community will be engaged in consultation on each type of document and at every stage of its preparation. The SCI also sets out how the community will engage in the consideration of major development management decisions. The SCI will be reviewed during the Summer of ~~2017~~ 2018 to reflect updated regulations and guidance (including around the accessibility of documents and electronic means of communication). Previous commitments, in the May 2017 LDS, to prepare a SCI have not been met due to resource pressures and Local Plan priorities.

3 Other parts of the statutory Development Plan

Neighbourhood Plans

- 3.1 These offer local communities (via a Neighbourhood Forum or Parish Council) the opportunity to prepare locally specific policies in conformity with the Local Plan. A neighbourhood plan attains the same legal status as the Local Plan once it has been agreed at a referendum and is 'made' by the local planning authority (i.e. brought into legal force following an independent Examination).

4 **Headline Programme of Local Development Documents 2017-2018 - 2020-2021**

Adopted Plans (part of the statutory development plan) – see section 12

- the **Unitary Development Plan** was Adopted in 2001 and the UDP Review in July 2006
- the **Core Strategy** was Adopted in November 2014 and sets out the vision, spatial strategy and core policies for the spatial development of the local planning authority area. It also lists Unitary Development Plan policies to be saved.
- the **Natural Resources and Waste Local Plan** was Adopted in January 2013 (two remitted policies were subject to re-examination and Adopted in September 2015)
- the **Aire Valley Leeds Area Action Plan** was Adopted in November 2017. It identifies specific allocations of land for retail, housing, employment and green space for a specific regeneration area of the City
- **Clifford Neighbourhood Plan** was made in March 2017
- **Collingham Neighbourhood Plan** was made in June 2017
- **Bardsey-cum-Rigton Neighbourhood Plan** was made in November 2017
- **Barwick in Elmet and Scholes Neighbourhood Plan** was made in November 2017
- **Boston Spa Neighbourhood Plan** was made in November 2017
- **Thorp Arch Neighbourhood Plan** was made in January 2018
- **Holbeck Neighbourhood Plan** will be made by the end of March 2018 following a positive referendum on 1st March 2018
- a **Policies Map** 2016 (showing extant UDP Policies, Core Strategy and Natural Resources and Waste Plan policies as well as Aire Valley Leeds Area Action Plan policies and made Neighbourhood Plans)

Plans in Production – see section 12

- ~~**Local Plan – Aire Valley Leeds Area Action Plan**~~ identifies specific allocations of land for retail, housing, employment and green space for a specific regeneration area of the City
- **Local Plan - Site Allocations Plan** identifies specific allocations of land for housing and employment and designations of retail centres and green space
- **Local Plan - Selective Review of the Core Strategy** incorporating a revised objectively assessed need for housing, consequential amendments to policies for affordable housing, local policies for Housing Standards and amendments to greenspace policy
- **Neighbourhood Plans**
- updates to the **Policies Map** taking account of the above

Plans/policies to be reviewed to assess whether they need updating

- **Local Plan – Core Strategy** – to include: policies on employment, retail and local and town centres, flood risk and environmental policies/designations and design policies
- **Local Plan – Natural Resources and Waste Plan** – to include: policies on waste management, mineral extraction, climate change and water management

5 **Conformity and integration with other plans and strategies**

- 5.1 The Government sets out national planning policy in the National Planning Policy Framework

(NPPF). The Local Plan must have regard to the policies within the NPPF and guidance within the National Planning Practice Guidance (NPPG). The Housing White Paper (February 2017) has signalled a review of the NPPF.

- 5.2 Leeds is the regional capital of Yorkshire and the Humber and the Leeds City Region. The Metropolitan District has a unique character which features a distinctive settlement hierarchy, as well as significant areas of countryside. This comprises of the Main Urban Area (including the City Centre), free standing major settlements, together with a series of smaller settlements and villages. It has a diverse and growing population, with around 20% of the overall population from minority ethnic groups increasing to 50% in some communities.
- 5.3 Within the Yorkshire and Humber region as a whole, notwithstanding the economic downturn (2008-2011) Leeds' economic performance stands out with high economic growth and low unemployment. Over the last twenty years, Leeds has created more jobs than any other major city outside London. A key to the success of Leeds has been the strength and diversity of the local economy. However, in supporting the District's longer term prosperity and sustainability, there is no room for complacency and the Indices of Multiple Deprivation point to increasing gaps in opportunities and 105 neighbourhoods are in the most deprived 10% nationally. Consequently, Leeds is an ambitious City, with programmes, plans and strategies for major regeneration and infrastructure investment, economic development and growth, environmental enhancement and improvements to public health and social inclusion. Through the Community Strategy (Vision for Leeds) and the City Council's Best Council Plan, the focus of the City is to ensure that these priorities are delivered and make a lasting difference to communities now and in the future.
- 5.4 Leeds is a major UK City and commercial centre which sits at the heart of a wider City Region economy and integral to the aspiration to establish the 'Northern Powerhouse'. The Leeds City Region contains 3 million people, a resident workforce of 1.5 million, 106,000 businesses and an economy worth £53bn per year. The Leeds City Region Partnership brings together eleven local authorities (see below) to ensure the city region economy continues to grow. In order to effectively achieve this goal the Leeds City Region has a business-led board (LEP Board), to work alongside the Local Authority Leaders Board, in order to effectively address the city region's economic challenges. The Local Development Documents of the City Council have regard to the plans and community strategies of its neighbouring authorities and those within the City Region as follows:
- Barnsley
 - Bradford
 - Calderdale
 - City of York
 - Craven
 - Harrogate
 - Kirklees
 - Selby
 - North Yorkshire County Council
 - Wakefield
- 5.5 A West Yorkshire Combined Authority (WYCA), was formally established in April 2014 and a

Strategic Economic Plan (SEP) agreed in July 2014. Within this strategic context also new arrangements have been established, as a basis to meet the requirements of the 'Duty to Cooperate', set out in the Localism Act (2011). This is especially important in the preparation of Development Plan Documents to ensure that both legal requirements and soundness tests are met. A failure to meet these requirements will result in the significant delay (or even withdrawal) in the production of Development Plan Documents. The most relevant programmes and policies of the City Region are as follows:

- Leeds City Region Interim Strategy Statement (2011) which establishes that the individual local authority members of the LCR support the broad policy thrust of the former regional plan, including the principles of urban transformation
- Strategic Economic Plan (2016) the Combined Authorities plan to transform the economy and create thousands of extra jobs over the next 20 years
- West Yorkshire Transport Strategy (2017) and West Yorkshire Transport Plan (2011) the 20-year long term vision for development and the transport infrastructure needed to support it in West Yorkshire
- Draft LCR Infrastructure Investment Framework (2017) provides the strategic context that will inform the commissioning of a future infrastructure pipeline

5.6 Local policy documents are also relevant to setting the context for the LDS and its Local Development Documents. These include:

- Vision for Leeds (Community Strategy) (2011-2030) aims to address current challenges and future opportunities with a vision to be the best city in the UK by 2030
- Best Council Plan (2017-2020) sets out the priorities for service delivery. The preparation of the Local Plan is identified as being integral to these priorities, including delivering sustainable and inclusive economic growth
- Joint Strategic Needs Assessment (2015) which is key to understanding health and wellbeing needs and inequalities across and within Leeds and is based on a partnership jointly led by the three Clinical Commissioning Groups and the City Council
- Leeds Inclusive Growth Strategy (2017) which underpins the Council's work to develop a strong economy in a compassionate city
- Leeds interim Transport Strategy (2016) which provides a summary of progress towards a future transport strategy and a summary of proposals to spend the £173.5m from DfT on a 'Leeds Public Transport Investment Programme'

6 Planning context

6.1 National guidance sets out that the Local Plan should make clear what is intended to happen in the area over the life of the plan, where and when this will occur and how it will be delivered. Local Plans should be tailored to the needs of each area in terms of their strategy and the policies required. The preparation of Local Plans is a continuous and iterative process, which legislation and statutory national guidance require includes:

- An up to date evidence base - a number of surveys, technical studies and monitoring activities have previously been completed and are kept under review about the economic, social and environmental characteristics and prospects of the City.
- Monitoring and review - an Authority Monitoring Report (AMR) reports on a number of areas, including: information on progress against a series of indicators, which aim to

monitor the extent to which Development Plan policies are being achieved, and a commentary and progress update on how the City Council is performing against timescales and milestones set out in the Local Development Scheme.

- Community Infrastructure Levy (CIL) Charging Schedule. This was adopted by the Council on 12th November 2014 and operational from 9th April 2015. It will be kept up to date and reflect outcomes of the Government proposals for CIL, set out in the Housing White Paper (2017)
- Strategic Environmental Assessment/Sustainability Appraisal, in accordance with the Local Plan regulations and the European Directive 2001/42/EC. These are tools to ensure that LDDs take into account environmental, economic and social issues as part of an integrated approach. For greater efficiency and effectiveness, the City Council intends to combine assessment and appraisal as part of one approach

7 Project management and resources

- 7.1 In reflecting the strategic aims of the Community Strategy (Vision for Leeds) and City Council corporate priorities identified in the Best Council Plan, resources will be drawn from across the City Council to prepare and implement the Local Plan. Close working with a range of stakeholders and partners will also be an important feature of the preparation of the Local Plan. This includes: Duty to Cooperate and Heads of Planning City Region groups, a developer forum, community committees, and neighbourhood planning support. Subject to the availability of resources, the nature of technical work to be undertaken and the requirements of specific timetables, external consultancy support is also and will continue to be used to deliver key tasks and projects.
- 7.2 The preparation of the Local Plan will be led by the City Council's City Development Directorate, primarily through the Planning & Sustainable Development service. Drawn from this service, a number of teams (comprising officers ranging from the Head of Service, a Group Leader, Team Leaders, Senior Planners, Planners and Administrative support staff) have responsibilities for the Local Plan.
- 7.3 Given the scope and breadth of the Local Plan in Leeds (and in recognition of its corporate importance), Planning & Sustainable Development will be supported by resources from across City Development including: highways, regeneration and economic services as well as on going and close working with a range of City Council Directorates (Resources and Housing, Children & Families and Adults & Health) to reflect the scope of the Local Plan documents under production. A feature of the Best Council Plan priority to deliver quality housing growth is the operation of a cross-service Housing Growth Team which supports the implementation and evidence base of the Local Plan in this specific area.
- 7.4 A key focus for the preparation of the Local Plan is the Council Members Development Plan Panel, with responsibilities for making recommendations to the City Council's Executive Board and Full Council (consistent with delegation arrangements and 'Executive' and 'Council' functions).

8 Risk Assessment

- 8.1 The preparation of the Local Plan allows for a flexible approach to the preparation of a range

of planning documents. The Schedule of Local Development Documents identified in this Local Development Scheme, covers a range of work, which in part reflects the complex spatial planning issues in Leeds. In managing this programme of work, an analysis of risks has been undertaken, together with the measures to manage them. This is set out in **Appendix 2**.

8.2 Priorities for the Government are to reduce red tape and save money, whilst promoting an effective and efficient planning system that stimulates investment, enterprise and community engagement. In seeking to meet these objectives and the challenges and opportunities arising from Neighbourhood Planning, the City Council is keeping resource availability and management under review. However, meeting demanding and on going budget reduction targets, remains an overall challenging for the City Council as a whole, in the delivery of strategic objectives and priorities, including the preparation of the Local Plan.

8.3 Within this overall context, a number of changes to planning practice and delivery are likely to arise as a consequence of on going reforms to the planning system. These include changes to the Housing and Planning Act, Neighbourhood Planning Bill and Housing White Paper and technical changes to the implementation of planning (identified via the Technical Consultation on implementation of planning National Planning Policy Framework which have been released in draft for consultation in March 2018. Consequently this LDS may have to be updated to reflect final NPPF amendments.

8.38.4 -Also of relevance is the UK's departure from the European Union in March 2019 with a period of transition; potentially up to 2021. Implications of this departure on planning will include: on the status of European legislation, impacts on inward investment and any macro-economic impacts.

9 Neighbourhood Plans

9.1 Neighbourhood planning is still a relatively new right for communities and gives them direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. Following the introduction of the Localism Act (2011) there has been a high level of interest in neighbourhood planning activities in Leeds.

9.2 As at May-March 2017 the following Neighbourhood Areas have been designated. It is difficult to ascertain the speed at which individual Neighbourhood Plans (NPs) will progress. Where progress has moved beyond designation to the next regulatory stages this is noted below.

Housing Market Characteristic Area	Neighbourhood Area PC = Parish/Town Council F = Forum	Progress (April 2017)
Aireborough	Aireborough (F)	Early engagement, policy options being prepared
	Rawdon (PC)	'Policy Intentions' prepared
Inner	Beeston (F)	Early engagement undertaken
	Headingley (F)	'Policy intentions' prepared Pre-Submission Consultation expected in Autumn 2018.
	Holbeck (F)	'Yes' vote at Referendum on 1 st March 2018, the Plan will be made by end March 2018. Publication of Plan proposal by LPA May/June 2017

EXCLUSIVE

K - gradual reading

FULL TIME JOB Need time + education

don't get consistent reading by hand - minimal input - incomprehensible

Resources from community Resources need to be more weighted to inner city areas

	Hyde Park (F)	'Policy Intentions' prepared informal consultation undertaken. Formal Pre-Submission Consultation expected in Autumn 2018.
	Kirkstall (F)	Early engagement summer 2017/2018
	Little Woodhouse (F)	Early engagement undertaken policy intentions prepared, informal consultation expected April/May 2018.
	Seacroft (F)	Designation
North	Adel (F)	Commissioning a 'health check' prior to formally submitting the Plan. Submission expected Summer 2018. 'Policy Intentions' prepared
	Alwoodley (PC)	Successful at examination, Referendum scheduled for 28 th June 2018. Publication of Plan proposal by LPA Summer 2017
	Harewood (PC)	Designation, not continuing at this time. Publication of Plan proposal by LPA Summer 2017
	Headingley (F)	'Policy intentions' prepared, Pre-Submission Consultation expected in Autumn 2018. Publication of Plan proposal by LPA Summer 2017
	Horsforth (PC)	Draft Pre-Submission Plan prepared, Pre-Submission Consultation expected Summer 2018. Draft Pre-Submission Plan prepared
	Kirkstall (F) (Small part of NA)	Early engagement summer 2018. Publication of Plan proposal by LPA 6 Submission Summer 2017
Outer North East	Aberford & District (PC)	Submission of the Plan for independent examination expected May 2018. Pre-Submission consultation expected summer/autumn 2017
	Bardsey-cum-Rigton (PC)	The Plan was made by the Council on 6 th November 2017. Examination completed April 2017
	Barwick in Elmet and Scholes (PC)	The Plan was made by the Council on 6 th November 2017. Examination commenced April 2017
	Boston Spa (PC)	The Plan was made by the Council on 6 th November 2017. Publication of Plan proposal by LPA April/May 2017
	Bramham-cum-Oglethorpe (PC)	Pre-Submission Consultation completed in February 2018. Submission of the Plan is anticipated in Summer 2018. Draft Pre-Submission prepared
	Clifford (PC)	Plan 'made' March 2017
	Collingham (PC)	The Plan was made by the Council on 21 st June 2017. Referendum Late April 2017
	East Keswick (PC)	Pre-Submission Consultation expected Summer 2018. Submission summer 2017
	Harewood (PC)	Designation, not continuing at this time. Designation
	Linton (PC)	Subject to judicial review
	Scarcroft (PC)	Submission of the Plan expected end March 2018. Draft Pre-Submission
	Shadwell (PC)	Engagement undertaken, informal consultation on Policy Intentions March/April 2018. Engagement undertaken
	Thorner (PC)	Pre-Submission Consultation anticipated Autumn 2018. Draft Pre-Submission
	Thorp Arch (PC)	The Plan was made by the Council on 24 th January 2018. Publication of Plan proposal by LPA April/May 2017
	Walton (PC)	Submission and Examination, March/April 2018. Preparing Pre-Submission Draft
	Wetherby (PC)	Submission of the Plan expected end March 2018. Pre-Submission Consultation March/April 2017

Outer North West	Adel (F)	<u>Commissioning a 'health check' prior to formally submitting the Plan. Submission expected Summer 2018. Publication of Plan proposal by LPA Summer 2017</u>
	Otley (PC)	<u>Pre-Submission Consultation complete. Pre-Submission consultation expected summer/autumn 2017</u>
	Pool-in-Wharfedale (PC)	<u>Early engagement undertaken</u>
Outer South East	Aberford & District (PC)	<u>Submission of the Plan for independent examination expected May 2018. Pre-Submission Consultation March/April 2017</u>
	Garforth (F)	<u>'Policy Intentions' prepared</u>
	Kippax (PC)	<u>Submission expected by end March 2018. Publication of Plan proposal by LPA Summer 2017</u>
Outer West	Kirkstall (F)	<u>Early engagement summer 2018. 'Policy Intentions' prepared</u>
Outer South West	Beeston	<u>Early engagement undertaken. 'Policy Intentions' prepared</u>
Outer South	Carlton (F)	<u>Early engagement undertaken</u>
	Oulton and Woodlesford (F)	<u>Pre-Submission Consultation March/April 2018.</u>
	Rothwell (F)	<u>Early engagement undertaken.</u>

9.3 As at ~~May~~ March 2018 ~~2017~~ the following plans have been made and form part of the Adopted Local Plan for Leeds:

- Clifford (Mar 2017)
- Collingham (June 2017)
- Bardsey-cum-Rigton (November 2017)
- Barwick in Elmet and Scholes (November 2017)
- Boston Spa (November 2017)
- Thorp Arch (January 2018)
- Holbeck (will be made by the end of March following positive referendum on 1st March 2018)

10 Supplementary Planning Documents

10.1 Supplementary Planning Documents (SPD's) are part of the Local Plan and carry weight when the Council makes decisions on planning applications. SPDs build and expand on existing policies in DPDs. A list of adopted SPDs can be found on the Council's web-site.

10.2 The following SPDs are in preparation:

- Hot Food Takeaways (pending adoption in April 2018) ~~due for public consultation Spring 2017~~
 - sets out exclusion zone around secondary schools for Hot Food Takeaways
- East Leeds Extension (pending adoption in April 2018) ~~due for public consultation Spring 2017~~
 - guides development of over 5,000 new homes in three quadrants
- South Bank Regeneration Framework (due for public consultation Spring 2017) ~~pending adoption Spring 2018~~
 - guides development of specific City Centre southern gateway which includes the location of the High Speed 2 station

- Leeds Bradford International Airport (due for drafting during Summer 2017¹)
 - guides implementation of the employment hub and other uses at the airport
- As appropriate, a programme of Development Planning Briefs for large scale site releases that require approval as SPD

10.3 The following SPDs are at an early scoping stage and may progress during the three year period of this LDS:

- Highways SPD (including a wider review of Section 106 contributions to highway schemes)
- Affordable Housing (dependant on Selective Review of the Core Strategy)
- Housing Standards for Homes in Multiple Occupation (supporting draft policy P9 of the Selective Review of the Core Strategy)

11 Evidence Base Documents

11.1 The Development Plan and other documents will be supported by an evidence base consisting of research reports, technical papers and on-going studies. In part, these will be prepared or commissioned by the council. There will also be relevant research from other organisations, particularly the West Yorkshire Combined Authority, Statutory Bodies such as the Environment agency and Highways England.

¹ Production delayed due to matters raised during Site Allocation Plan examination

11.2 The research base will include, but is not limited to:

Evidence Base	Next Review
Strategic Housing Land Availability Assessment (SHLAA)	Ongoing 'call for sites' and updates to take account of larger windfall. Update Summer 2017/2018. Continued engagement with the Home Builders Federation.
Strategic Housing Market Assessment (SHMA)	In the process of being reviewed to take account of the latest 2014-based sub-national household projections and the outcomes of a household survey. This will underpin the Selective Review of the Core Strategy. Updated 2017 with area-based chapters in preparation (due April 2018).
Employment Land Assessment	Rolling update. Next Update 2018.
Employment Land Review	In process of review to inform future review of the Core Strategy. Potential for review in 2017/18 to take account of Growth Strategy
Retail and Centres Assessment	Potential for review following completion of key city centre retail schemes at Trinity and Victoria Gate
Strategic Flood Risk Assessment	Due to be reviewed once the Flood Alleviation Scheme has completed (est. 2018)
Leeds Open Space, Sport and Recreation Assessment	Selective review to take account of Playing Pitch Strategy (est. 2018)
Infrastructure Delivery Plan	Live document periodically reviewed.
Authority Monitoring Report	Next AMR Summer/Spring 2018 (to cover 2016/17 monitoring period)
Indices of Multiple Deprivation	Government data
Sub-National Population and Household Projections	2016-based projections due in 2018

12 Local Development Document Profiles

12.1 The following profiles update the Council's LDDs as at 30th April 2017 ~~March 2018~~.

TITLE	Core Strategy	
STATUS	Adopted Development Plan Document	
ROLE AND CONTENT	Sets out the overall spatial vision, strategy and core policies for the future development of Leeds between 2012 and 2028.	
COVERAGE	The Leeds Metropolitan District administrative area	
CONFORMITY	The Core Strategy is in general conformity with the NPPF	
PRODUCTION MILESTONES	Consultation on sustainability appraisal scoping report & preparation of Issues & Alternative Options for consultation	September – December 2006
	Issues and Options Consultation	October – December 2007
	Preferred Options Consultation	October – December 2009
	Publication	February – April 2012
	Pre-Submission Changes Advertisement	January – February 2013
	Submission	April 2013
	Pre-Examination Meeting	July 2013
	Examination	October 2013 (initial sessions) March 2013 (further sessions)
	Inspector's Report	September 2014
	Adopted	November 2014
PRODUCTION ACTIONS	Lead	Policy and Plans Service
	Management	Strategic Planning
	Resources	Policy and Plans Service and additional officers throughout the Council. Database, mapping and graphic resources. Advertising, consultation arrangements and Examination costs.
	Stakeholders / Community Involvement	Statutory consultees and local community groups and organisations with an interest in the area as set out in the SCI
POST PRODUCTION	Following adoption, the Core Strategy has set the framework for the Council's allocation DPDs (the Aire Valley Leeds Area Action Plan and the Site Allocations Plan). It provides a framework for development management decision taking and the preparation of SPDs. It is regularly monitored via the AMR. The Core Strategy is subject of a selective review (see separate profile).	
REVIEW DUE	<u>All policies to be reviewed to assess whether they need updating by 2019. See Core Strategy Selective Review below.</u>	

TITLE	Natural Resources and Waste Plan	
STATUS	Adopted Development Plan Document	
ROLE AND CONTENT	Provides thematic and site specific policies for Natural Resources and Waste in the District.	
COVERAGE	The Leeds Metropolitan District administrative area	
CONFORMITY	The Natural Resources and Waste Plan is in general conformity with the Core Strategy and the NPPF	
PRODUCTION MILESTONES	Consultation on sustainability appraisal scoping report & preparation of Issues & Alternative Options for consultation	May – June 2008
	Issues and Options Consultation	January – March 2010
	Preferred Options Consultation	November 2010
	Publication	July 2011
	Submission	July 2011 Consultation on post submission changes May 2012
	Examination	November – December 2011
	Inspector's Report	December 2012
	Adopted	January 2013
	Additional Note	Following the results of a High Court Challenge in September 2013, Minerals Policies 13 and 14 were remitted and subject to re-consultation and re-examination. They were adopted alongside the remainder of the already Adopted DPD in September 2015.
PRODUCTION ACTIONS	Lead	Policy and Plans Service
	Management	Strategic Planning
	Resources	Policy and Plans Service and additional officers throughout the Council. Database, mapping and graphic resources. Advertising, consultation arrangements and Examination costs.
	Stakeholders / Community Involvement	Statutory consultees and local community groups and organisations with an interest in the area as set out in the SCI
POST PRODUCTION	Following adoption, the Core Strategy NRW Plan has set the framework for the Council's allocation DPDs (the Aire Valley Leeds Area Action Plan and the Site Allocations Plan). It provides a framework for development management decision taking and the preparation of SPDs. It is regularly monitored via the AMR. The Core Strategy is subject of a selective review (see separate profile).	
REVIEW DUE	All policies to be reviewed to assess whether they need updating by 2018.	

TITLE	Policies Map	
STATUS	Adopted and updated to spatially reflect DPDs and related notations	
ROLE AND CONTENT	<p>Illustrates the policies and proposals contained in the council's DPDs. It identifies:</p> <ul style="list-style-type: none"> • saved Unitary Development Plan allocations for housing, employment and greenspace • areas of protection, such as conservation areas and archaeological areas; • locations and sites for particular land uses, including regeneration areas, town centres and specific site proposals; strategic designations, such as opportunity areas and transport proposals; and • the road hierarchy 	
COVERAGE	The Leeds Metropolitan District administrative area	
CONFORMITY	The Policies Map is in general conformity with the saved policies of the Unitary Development Plan Review (2006), the Core Strategy and the Natural Resources and Waste Plan	
PRODUCTION MILESTONES	The Policies Map is updated at the Adoption of relevant DPDs	
PRODUCTION ACTIONS	Lead	Policy and Plans Service
	Management	Strategic Planning
	Resources	Policy and Plans Service and additional officers throughout the Council. Database, mapping and graphic resources. Web-site maintenance costs. Interactive mapping ICT costs.
	Stakeholders / Community Involvement	Statutory consultees and local community groups and organisations with an interest in the area as set out in the SCI via DPD preparation
POST PRODUCTION	Following adoption of DPDs the Proposals Map is updated to spatially reflect the policies within them. The Council is in the process of preparing an interactive on-line mapping resource.	

TITLE	Aire Valley Leeds Area Action Plan	
STATUS	Draft <u>Adopted</u> Development Plan Document	
ROLE AND CONTENT	To provide <u>Provides</u> an innovative and co-ordinated approach to the sustainable regeneration of the Aire Valley Leeds Area (which incorporates the Leeds City Region Enterprise Zone). This will provide <u>Provides</u> a framework for sustainable economic development, major new housing development, social and green infrastructure and sustainable transport solutions, and <u>implements</u> the Policy requirements of the Core Strategy. The importance of the regeneration of the Aire Valley to the communities of East Leeds, South Leeds and the City Centre (including the South Bank) to be fully <u>is fully</u> recognised including in securing improved connectivity and linkages and contributing to the regeneration objectives of the City Council and its partners.	
COVERAGE	The Aire Valley as defined in the Adopted Core Strategy and Policies Map and including the AVL Enterprise Zone.	
CONFORMITY	The AVLAAP is in general conformity with the Adopted Core Strategy and the NPPF	
PRODUCTION MILESTONES	Initial issues report and sustainability scoping report	July 2005
	Issues and options consultation on sustainability appraisal scoping report	August – October 2005
	Consultation on alternative options	June - July 2006
	Formal pre-submission consultation on Preferred Options report, sustainability appraisal and publication of Consultation Statement	June – July 2007
	Publication	September – November 2015
	Submission	September 2016
	Examination (Hearing Sessions)	January 2017
	Advertisement of Main Modifications	May 2017
	Inspector Report	Estimated June/July 2017 <u>August 2017</u>
	Adoption	Estimated September 2017
		November 2017
PRODUCTION ACTIONS	Lead	Policy and Plans Service
	Management	Strategic Planning
	Resources	Policy and Plans Service and additional officers throughout the Council. Database, mapping and graphic resources. Advertising, consultation arrangements and Examination costs.
	Stakeholders / Community Involvement	Statutory consultees and local community groups and organisations with an interest in the area as set out in the SCI
POST PRODUCTION	Following adoption, the AVLAAP will be <u>has been</u> published with other LDDs as part of the council's Local Plan and the Policies Map will be <u>has been</u> updated to spatially reflect its policies and allocations. It will be made available electronically on the council's website. It will <u>is</u> implemented through planning decisions on planning	

	applications and in terms of additional planning briefs, masterplans and SPDs as necessary for specif <u>specific</u> sites and areas e.g. the South Bank Regeneration Framework SPD.
<u>REVIEW DUE</u>	<u>All policies to be reviewed to assess whether they need updating by 2022.</u>

TITLE	Site Allocations Plan	
STATUS	Draft Development Plan Document	
ROLE AND CONTENT	To identify site allocations (covering housing, employment, retail and greenspace) to reflect the overall strategy of the Core Strategy.	
COVERAGE	The Leeds MD (divided into 11 Housing Market Characteristic Areas (HMCA) for the purposes of the allocations of housing). Excluding the area covered by the AVLAAP.	
CONFORMITY	The SAP will be in general conformity with the Adopted Core Strategy and the NPPF	
PRODUCTION MILESTONES	Issues and options consultation	June – July 2013
	Publication	September – November 2015
	Publication of revised proposals for the Outer North East HMCA	September – November 2016
	Pre-Submission Changes Advertisement	February 2017
	<u>Revised Submission Draft Consultation</u>	<u>February to March 2018</u>
	Submission	<u>May 2017 and Revised Submission in March 2018</u>
	Examination	<u>Estimated October 2017</u> Stage 1 <u>October 2017 and Stage 2 July 2018</u>
	Inspector Report	<i>Estimated Early Late 2018</i>
	Adoption	<i>Estimated Early 2018 Late 2018</i>
PRODUCTION ACTIONS	Lead	Policy and Plans Service
	Management	Strategic Planning
	Resources	Policy and Plans Service and additional officers throughout the Council. Database, mapping and graphic resources. Advertising, consultation arrangements and Examination costs.
	Stakeholders / Community Involvement	Statutory consultees and local community groups and organisations with an interest in the area as set out in the SCI
POST PRODUCTION	Following adoption, the Site Allocations Plan will be published with other DPDs as part of the council's Local Plan and the Policies Map will be updated to spatially reflect its policies and allocations. It will be made available electronically on the council's website. It will be implemented through planning decisions on planning applications and in terms of additional planning briefs, masterplans and SPDs as necessary for specific sites and areas. .	

TITLE	Core Strategy Selective Review	
STATUS	Draft Development Plan Document	
ROLE AND CONTENT	Updates the housing requirement in Policy SP6, considering and making any necessary consequent revisions to other parts of the Plan. Extends the plan period from 2017 to 2033. Updates the wording for Policies EN1 and EN2. Updates Affordable Housing Policy H5. Amends Greenspace Policy G4. Introduces policies on Housing Standards. Responds to policy implementation issues.	
COVERAGE	The Leeds Metropolitan District administrative area	
CONFORMITY	The Adopted Core Strategy and the NPPF	
PRODUCTION MILESTONES	Consultation on sustainability appraisal scoping report & preparation of Issues & Alternative Options for consultation	Estimated May <u>June to July 2017</u>
	Publication	Estimated Dec 2017 <u>February to March 2018</u>
	Submission	<i>Estimated Summer 2018</i>
	Examination	<i>Estimated Autumn 2018</i>
	Adoption	<i>Estimated Winter 2018</i>
PRODUCTION ACTIONS	Lead	Policy and Plans Service
	Management	Strategic Planning
	Resources	Policy and Plans Service and additional officers throughout the Council. Consultancy support. Database, mapping and graphic resources. Advertising, consultation arrangements and Examination costs.
	Stakeholders / Community Involvement	Statutory consultees and local community groups and organisations with an interest in the area as set out in the SCI
POST PRODUCTION	Following adoption, the Core Strategy Selective Review will be incorporated into the Adopted Core Strategy replacing specific policies as necessary.	

Appendix 1: Glossary of Terms

Area Action Plan (AAP)	These plans are DPDs and focus upon allocation and implementation, providing an important mechanism for ensuring development of an appropriate, scale, mix and quality for key areas of opportunity, change or conservation.
Authority Monitoring Report (AMR)	Authorities are required to produce AMRs to assess the implementation of LDS and the extent to which policies in LDDs are being achieved.
Development Plan Document (DPD)	The Documents that together comprise the Local Plan. A local planning authority must prepare, and which have to be subject to rigorous procedures of community involvement, consultation and independent examination. Should include the following elements: <ul style="list-style-type: none"> • Core strategy • Site specific allocations of land • Area Action Plans (where needed)
Local Plan	The Local Plan will contain a portfolio of DPDs , which will provide the local planning authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development of land.
Local Development Document (LDD)	LDDs will comprise of DPDs , SPDs and SCI related to these are the SEA/SA , AMR and the Policies Map.
Local Development Scheme (LDS)	The LDS sets out the programme for preparing the LDDs and identifies which of those will be prepared as DPDs .
National Planning Policy Framework (NPPF)	Government statement of National Planning Policy, and extant Planning Policy Statements.
Neighbourhood Plan	Prepared by Parish Councils or Neighbourhood Forums to set out local policies consistent with the Local Plan
Sustainability Appraisal (SA)	Appraisal of the environmental, economic and social aspects of Local Development Documents (LDDs) in contributing to the achievement of Sustainable Development objectives.
Statement of Community Involvement (SCI)	An LDD explaining to stakeholders and the community, how and when they will be involved in the preparation of Local Plan and where appropriate planning applications prior to their formal submission and the steps that will be taken to facilitate this involvement.
Strategic Environmental Assessment (SEA)	Assessment of the environmental impacts of policies and proposals contained within the Local Plan (can be done as part of the SA).
Supplementary Planning Document (SPD)	SPDs are LDDs intended to elaborate upon the policy and proposals in DPDs . They do not form part of the statutory development plan.

Appendix 2 – Risk Assessment

RISK	IMPACT	MITIGATING ACTION
New national and local policies and guidance	<ul style="list-style-type: none"> Unforeseen additional work injections into LDS work programme causing slippage. 	<ul style="list-style-type: none"> Monitoring of changes to national policy. Active participation in the City Region (to reflect the 'duty to cooperate') and local planning agenda to respond to changes early. Re-evaluate priorities.
Volume of work (managing potentially competing timescales and tasks, higher levels of representations than anticipated)	<ul style="list-style-type: none"> Programme slippage. 	<ul style="list-style-type: none"> Monitoring of progress against programme objectives and re-prioritise as necessary. Realistic & flexible timetables. Use of additional resources through corporate partnership working.
A very large volume of comments received at consultation stages	<ul style="list-style-type: none"> Require more staff to input and analyse responses Lengthy Examination in Public 	<ul style="list-style-type: none"> Regular monitoring of resources, budgets and costings. Redeploy existing resources where appropriate.
Capacity of Stakeholders to respond as part of engagement/involvement activity.	<ul style="list-style-type: none"> Potential programme slippage. 	<ul style="list-style-type: none"> Early consultation with stakeholders where appropriate.
Inadequate resources to undertake specific areas of work.	<ul style="list-style-type: none"> Unable to progress work. Potential impact on quality & 'soundness' of planning documents. 	<ul style="list-style-type: none"> Regular monitoring of resources, budgets and costings. Redeploy existing resources where appropriate.
Lack of in house skills to undertake new areas of technical work.	<ul style="list-style-type: none"> Programme slippage. Potential impact on quality & 'soundness' of planning documents. 	<ul style="list-style-type: none"> Develop skills and competencies through training initiatives. Close working with partners who have the necessary skills. Use of external consultants – subject to resources.
Staff turnover	<ul style="list-style-type: none"> Potential programme slippage. 	<ul style="list-style-type: none"> Monitoring of progress against programme objectives and re-prioritise as necessary. Staff Recruitment
Planning Inspectorate unable to meet the timescale for examination and report.	<ul style="list-style-type: none"> Delay to examination/reporting. Key programme milestones not met. 	<ul style="list-style-type: none"> Close liaison with the Planning Inspectorate, to highlight any potential issues/problems at an early stage.
Failure of planning documents to meet tests of soundness.	<ul style="list-style-type: none"> Unable to adopt document. Absence of up to date Local Plan triggers Presumption in Favour of 	<ul style="list-style-type: none"> Ensure documents are sound and meet technical and consultation requirements Use of self assessment tool.

	Sustainable Development in NPPF	
Legal Challenge	<ul style="list-style-type: none"> • LDD quashed. • Impact on work programme through additional work. 	<ul style="list-style-type: none"> • Ensure LDF is compliant with Planning legislation, Regulations and guidance.
<u>Departure from European Union</u>	<ul style="list-style-type: none"> • <u>Unforeseen additional work injections into LDS work programme causing slippage</u> 	<ul style="list-style-type: none"> • <u>Monitoring of likely impacts especially as they relate to legislation</u> • <u>Active participation in City Region to collectively explore implications upon sub-regional economy</u> • <u>Re-evaluate priorities</u>