

**Report of the Director of City Development**

**Report to Scrutiny Board (Infrastructure and Investment)**

**Date: 24<sup>th</sup> January 2017**

**Subject: Leeds Site Allocations Plan (SAP)**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): <b>All</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input 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. Scrutiny previously considered a report on the Site Allocations Plan at its meeting on 21<sup>st</sup> December 2016 (see point 5 below). This report to Scrutiny specifically concerns proposed amendments to the Plan to identify 'Broad Locations' to reduce the release of Green Belt land previously proposed for housing or as safeguarded land, to respond to a likely lower future housing requirement.
2. Leeds is recognised internationally and nationally, as a leading UK Core City. In taking forward priorities for regeneration, growth, infrastructure, and environmental enhancement, the Development Plan for Leeds has a key role to play in shaping the future form and location of development, in the allocation of land for housing, employment, retail and green space. It is therefore crucial that Leeds has an up to date Development Plan in place. The Leeds Local Plan sets out a vision and a framework for the future development of the City. It comprises a number of separate documents at different stages of preparation: an Adopted Core Strategy (CS), Adopted Natural Resources and Waste Plan (NRWLP), the saved policies of the Unitary Development Plan (UDP), emerging Site Allocations Plan (SAP) and an Adopted Area Action Plan for the Aire Valley (AVLAAP).
3. These Local Plan documents are a critical tool in guiding decisions about individual development proposals because they (together with any Neighbourhood Plans that have been made) form the starting point for considering whether planning applications can be approved. It is important to put an up to date plan in place to positively guide development decisions, attract investment in the City, plan for the

right infrastructure in the right places and provide residents with certainty about what is happening in their local communities. It is also vital that the Local Plan documents are right for Leeds; are prepared in line with the legal and guidance frameworks of Government, reflect up-to-date evidence and the views of individual local communities. It should be emphasised also that despite emerging changes to Government policy on planning, national guidance continues to advocate a plan-led system and the need for up to date plans to be in place as a priority.

4. The SAP has been prepared in accordance with the Local Plan Regulations (specifically, the Town and Country Planning (Local Planning) (England) Regulations 2012). This has entailed four separate rounds of public consultation, with a fifth anticipated to commence on 15<sup>th</sup> January 2018: Issues and Options (2013), Publication draft (2015), revised Publication draft proposals for Outer North East (2016), Pre-submission Changes to the Plan (in February 2017) and Revised Submission Draft Plan consultation 15<sup>th</sup> January to 26<sup>th</sup> February 2018.
5. In accordance with the Council's Budget and Policy Framework, Scrutiny Board previously considered a report on the Site Allocations Plan at its meeting on 21<sup>st</sup> December 2016. The Scrutiny Board (City Development) Statement for Executive Board 8<sup>th</sup> February 2017 stated; *"We were reassured that the Site Allocations Plan supports the efforts of the Council and the region to promote regeneration and growth, and that this framework is consistent with the overarching Core Strategy and Local Development Framework"* and that *"We are satisfied that there has been rigorous input and oversight from Development Plans Panel throughout the whole process..... It was confirmed that further examination will be undertaken by the Planning Inspector, who would address any submissions regarding sites, issues and process in the context of Government planning guidance."* The Executive Board was recommended *"to note the deliberations and conclusions of the Scrutiny Board (City Development) when considering the Site Allocations Plan submitted for approval."*
6. The Plan was formally submitted for independent examination in May 2017 and Stage 1 hearing sessions took place in October 2017. It is also intended to consult on a Revised Submission Draft Site Allocations Plan between 15<sup>th</sup> January and 26<sup>th</sup> February 2018, subject to the approval of Full Council on 10<sup>th</sup> January 2018, before submitting the Revised Draft Plan to the Secretary of State (in March 2018) and Stage 2 hearing sessions anticipated to commence in the Summer of 2018. Development Plan Panel considered the Revised Submission Draft amendments on 21<sup>st</sup> November 2017 and on 13 December 2017 Executive Board recommended to Full Council that it approves the proposed changes. The Full Council report refers to the roll of Scrutiny at paragraphs 5.1.1 and 5.5.1 and is attached at **Appendix 1**. Any comments from Scrutiny on the proposed amendments will be considered prior to the Revised Draft Plan being submitted.
7. Whilst securing opportunities to meet housing need, promoting job growth through the identification of retail centres and employment sites and the protection of Green Space, the preparation of the SAP has been a challenging and complex process for the Council (including ward members), local communities and stakeholders. In helping to oversee this process, the Development Plan Panel has performed a crucial role in providing an initial oversight regarding the scope of the Plan, the

identification of emerging allocations (and rejected sites) to derive site Issues and Options, the preparation of a Publication draft and via the consideration of Pre-submission changes to the Publication Plan, in response to issues raised via the Publication draft consultation process. Post submission, to respond to a likely lower future housing requirement (as indicated in the DCLG consultation 'Planning for the Right Homes in the Right Places') the Development Plan Panel have considered reports on further technical work to reduce the release of Green Belt land proposed for housing, by designating some sites previously proposed for allocation as Broad Locations for Growth (Broad Locations) instead. These will remain in the Green Belt until a future review. Once a future housing requirement and government guidance have been clarified, the Site Allocations Plan can be reviewed and sites that are Broad Locations can be released if needed for housing, or retained as Green Belt with the Broad Location designation removed.

8. The evolution and preparation of the Plan, has been underpinned also by the preparation of a comprehensive evidence base and technical information in support of its proposals. This has entailed considerable cross service and corporate working across the City Council and with external agencies and stakeholders.
9. Notwithstanding the stages of public consultation described above and the fact the Plan remains at Examination, the proposed Revised Submission Draft Plan as explained at paragraph 6 above, is considered a sound approach, in light of the changing housing requirement context. The 2018 consultation is on the specific amendments to the Plan as outlined only (called Revised Submission Amendments which affect 43 sites in total; 33 housing allocations and 10 safeguarded land sites). The Council will consider all representations (including comments from Scrutiny Board) made on the Revised Submission Draft Plan and propose any further amendments considered necessary to ensure the Plan remains sound prior to submission of the Revised Draft Plan to the Inspectors. In addition, the recommendations from this meeting by Scrutiny Board will be made available to the Inspectors overseeing the examination in public.

## **Recommendations**

Scrutiny Board are Recommended to:

- i) Consider the revised proposals as outlined in the Report to Full Council (Appendix 1) for the meeting on 10<sup>th</sup> January 2018 as recommended by the Executive Board on 13<sup>th</sup> December 2017.
- ii) Submit any observations or conclusions on the revised proposals to the Chief Planning Officer to consider, in consultation with the Executive Member for Regeneration, Transport and Planning, who have delegated authority to make further amendments to the revised Submission Draft Plan that are considered to be required for the soundness of the Plan, prior to Submission of the Revised Draft Plan.

## 1.0 Purpose of this Report

1.1 This report provides an overview regarding the preparation of the Site Allocations Plan (SAP) and update since the Scrutiny Board meeting of 21<sup>st</sup> December 2016. The SAP is now at an advanced stage, having been through four stages of public consultation, with a fifth one on a Revised Submission Draft Plan scheduled to take place between 15<sup>th</sup> January and 26<sup>th</sup> February 2018. The Development Plan Panel has provided oversight of the plan making process since 2012 and made recommendations at all the plan making stages, which have subsequently been endorsed by the City Council's Executive Board and Full Council.

1.2 The Submission Draft SAP documents run to nearly 1,000 pages, comprising several individual sections. Sections 1 and 2 are the introduction and overview of the Plan. Section 3 covers the eleven individual Housing Market Characteristic Areas (HMCAs). These are available to view on the council's website using the following link: [Site Allocations Plan Submission Draft Plan](#)

A [Non-Technical Summary](#) of the Sustainability Appraisal and the full [Submission Draft Sustainability Appraisal Report May 2017](#) (running to over 400 pages) is available to view on the council's website.

1.3 Executive Board (13<sup>th</sup> December 2017) recommended that Full Council approve a Revised Submission Draft Plan for submission, subject to a public consultation during January and February 2018. Approval of Full Council is being sought on 10<sup>th</sup> January 2018. The Report to Full Council which outlines the proposed changes is attached as **Appendix 1**. The documents for consultation comprise:

- [Revised Submission Draft Schedule of Amendments January 2018](#)
- [Revised Submission Draft Site Allocations Plan January 2018](#)
- [Sustainability Appraisal Addendum 1 January 2018](#)
- [Revised Submission Draft Background Paper January 2018](#)

1.4 Scrutiny Board will be verbally updated as to the progress of the latest consultation, anticipated to commence on 15<sup>th</sup> January, at the meeting on 24<sup>th</sup> January.

## 2.0 Background Information

2.1 The progression of the SAP has been as follows:

1. Scope of the SAP (Agreed by Executive Board, 16<sup>th</sup> May 2012),
2. Issues & Options Public Consultation (3<sup>rd</sup> June – 29<sup>th</sup> July 2013) (Agreed by Executive Board, 9<sup>th</sup> May 2013),
3. Publication Draft Consultation (22<sup>nd</sup> September – 16<sup>th</sup> November 2015) (Agreed by Executive Board, 15<sup>th</sup> July 2015),
4. Publication Draft, Revised Proposals for Outer North East (26<sup>th</sup> September – 7<sup>th</sup> November 2016) (Agreed by Executive Board, 21<sup>st</sup> September 2016),
5. Pre-submission Changes (Advertised for comment, 13<sup>th</sup> February – 27<sup>th</sup> March 2017), (agreed by Executive Board 8<sup>th</sup> February 2017)
6. Plan submission to the Secretary of State 5<sup>th</sup> May 2017, (following Full Council approval on 29<sup>th</sup> March 2017).

7. Stage 1 hearing sessions covering Retail, Employment, Green Space, sites for Gypsies and Travellers and Travelling Show People 24<sup>th</sup> – 27<sup>th</sup> October 2017
8. Proposed Public consultation (15<sup>th</sup> January to 26<sup>th</sup> February 2018) on 'Revised Submission Draft Schedule of Amendments (January 2018)'.

2.2 In accordance with the Council's Budget and Policy Framework, actions 1 to 6 above were reported to and considered by Scrutiny at its meeting on 21<sup>st</sup> December 2016. This report therefore focuses particularly on action point 8 above.

2.3 The preparation of a statutory Development Plan is a challenging process. In addition, the 'plan-led' system must be underpinned by a robust evidence base, meet a series of legal requirements (including the preparation of a Sustainability Appraisal reflecting the requirements of the Directive and Regulations governing Strategic Environmental Assessment of plans and programmes, Habitats Regulation Screening Assessment and the Duty to Cooperate) and incorporate key stages of public consultation. Consequently, the preparation of the SAP (and the preparation of Development Plan Documents more generally in Leeds), is a highly resource intensive and technically complex process. As reported to Scrutiny in December 2016, the SAP is consequently underpinned by a series of Background Papers which address a range of technical and evidential issues and provide further explanation and clarity on the approach taken and conclusions drawn. These include issues in relation to Housing including the Accommodation Needs of Gypsies and Travellers, Employment, Green Belt Review, managing Flood Risk, Nature Conservation, the Duty to Co-operate, Retail, Green Space, Heritage and Infrastructure. These are available to view on the council's website using the following link: [Site Allocations Plan Submission Draft Plan](#).

2.4 A [Revised Submission Draft Background Paper](#) has been produced outlining the methodology of the approach used in identifying 'Broad Locations' to reduce the release of Green Belt land previously proposed for housing or as safeguarded land, to respond to a likely lower future housing requirement.

### **3.0 Main Issues**

#### Leeds Core Strategy & Site Allocations Plan

3.1 The current Core Strategy was Adopted in November 2014 and this included a housing requirement of 70,000 (net) new homes between 2012 and 2028, of which 66,000 homes were to be identified as allocations through the Site Allocations Plan. Since the Core Strategy was examined by a Government Inspector population projections shifted and in reflecting the Council's commitment to review the Core Strategy within 3 years, in February 2017, Executive Board recommended that a Core Strategy Selective Review (CSSR) begin and this process has advanced, with initial consultation on scope and evidence base work being completed during the summer 2017. Publication Draft policies are due to be considered by Executive Board in February 2018 for the purposes of further public consultation.

3.2 Notwithstanding that work had already commenced on the Core Strategy Selective Review, the Department of Communities & Local Government (DCLG) consultation ('*planning for the right homes in the right places*') published on 14th September 2017,

proposes a new very simplified methodology for calculating the housing requirement as part of the development plan. The new draft methodology would result in housing figures of 42,384 homes over 16 years, compared to the 70,000 homes adopted Core Strategy figure and lower than the range derived from the 2017 Strategic Housing Market Assessment (SHMA) (51,952 – 60,528 homes between 2017 and 2033).

- 3.3 Whilst the direction of travel regarding housing needs is lower as evidenced by both the above sources, no figures are yet formally agreed and adopted and there is a statutory requirement that the SAP must continue to identify sufficient land to meet the adopted Core Strategy figure of growth for 70,000 homes. However, as outlined in the Summary of Main Issues, point 6 above, Executive Board has recommended that Full Council approve revisions to the SAP as submitted in May 2017 in order that it can better respond to the downward housing trajectory, whilst remaining sound. It is these revisions that Scrutiny Board is requested to consider, as detailed at paragraph 1.3. In particular the consultation is on the specific amendments to the Plan as outlined only (called 'Revised Submission Draft Schedule of Amendments') which affect 43 sites in total; 33 housing allocations and 10 safeguarded land sites. The Inspectors for the SAP examination have agreed that the Council undertake this further technical work to consider the implications of a likely lower housing requirement upon sites allocated for housing and as safeguarded land within the existing UDP Green Belt. Continuation, rather than withdrawal of the Plan will provide greater certainty over housing land supply and enable the Council to resist speculative housing proposals.
- 3.4 As **Appendix 1** explains, post submission the Development Plan Panel have considered reports on this further technical work to reduce the release of Green Belt land proposed for housing, to respond to a likely lower future housing requirement (as indicated in the DCLG consultation 'Planning for the Right Homes in the Right Places') by designating some sites as 'Broad Locations' instead of housing allocations. These will remain in the Green Belt until future review. Once a future housing requirement and government guidance have been clarified, the Site Allocations Plan can be reviewed and sites that are Broad Locations can be released if needed for housing, or retained as Green Belt with the Broad Location designation removed.
- 3.5 The methodology for site selection of Broad Locations is outlined at **Appendix 1** and in the Background Paper referred to at paragraph 2.4 of this report. The approach has been to consider a proportionate distribution of housing allocations previously proposed in the Plan already submitted (within UDP Green Belt) to instead be designated as Broad Locations (paragraph 4.16 **Appendix 1**). All Submission Draft housing allocations within UDP Green Belt have therefore been re-assessed as a comparable exercise considering their phasing in the Submission Draft Plan, conclusions from the Green Belt assessment, the overall site assessment and the sustainability appraisal (see paragraphs 4.18 to 4.21 **Appendix 1**).
- 3.6 In summary land for 7,834 homes is now proposed to remain in the Green Belt as Broad Locations. This comprises land for 6,454 homes from proposed housing allocations as well as land identified to be safeguarded for development beyond the

current plan period for potentially up to 1,380 homes. This affects 43 sites in total; 33 housing allocations and 10 safeguarded land sites.

### Leeds Site Allocations Plan (SAP) & the Examination in Public

- 3.7 As mentioned above, the SAP has been in production since 2012 and has followed a rigorous process of briefings with local ward members and consideration by Development Plan Panel (see **Appendix 2** which outlines key milestone decisions/meetings). As detailed, there have been four periods of public consultation, agreed by Executive Board, including specific local events and briefings, with a fifth to commence in January 2018, subject to approval of Full Council on 10<sup>th</sup> January. The Plan was submitted to the Secretary of State in May 2017 and the Plan remains formally at examination.
- 3.8 Stage 1 hearings took place in October 2017, covering Retail, Employment, Green Space, Gypsy and Travellers and Travelling Showpeople sites.
- 3.9 Once the public consultation on the Revised Submission Plan is complete representations received will be considered by the Chief Planning Officer in consultation with the Executive Member for Regeneration, Transport and Planning, who have delegated authority to make any further amendments which are considered necessary to ensure the Plan remains sound, prior to the Revised Submission Draft Plan being submitted to the Inspectors. The Inspectors will then issue Revised Matters and Issues for the Council (and others) to respond to, a Revised Guidance Note and Agenda for the Stage 2 hearings which are scheduled to commence in July 2018, in line with the Inspectors and Programme Officer's availability. Stage 2 hearings will cover all outstanding matters not covered in stage 1.

## **4.0 Corporate Considerations**

- 4.0.1 As noted above, the SAP forms part of the Local Plan and as such forms part of the development plan for Leeds. It cannot be considered to be part of the development plan until it has been examined and found sound and will then need to be formally adopted by the Council.

## **4.1 Consultation and Engagement**

- 4.1.1 The SAP has been subjected to a number of public consultation stages as part of its preparation and as required by the Local Plan Regulations, with a further period of public consultation proposed from 15<sup>th</sup> January to 26<sup>th</sup> February 2018. This period of consultation is restricted to those matters relating to the proposed changes only. Other parts of the Plan (which are not being revised) have already been subject to an extensive consultation process and the Inspector is already in receipt of all representations relating to those matters, some of which have already been the subject of examination during the Stage 1 hearings. A Report of Consultation will be produced at the expiry of this statutory consultation period and be submitted to the Inspectors together with any conclusions and observations submitted by Scrutiny Board. The Inspectors will consider whether the procedure followed in respect of the Plan and the revised submission draft is legally compliant.

## **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 In the preparation of the Site Allocations Plan, due regard has been given to Equality, Diversity, Cohesion and Integration issues. This has included the completion of EDCI Screening of the SAP and meeting the requirements of the Strategic Environmental Assessment Directive, which has meant that the Plan is subject to the preparation of a Sustainability Appraisal. The purpose of such Appraisal is to assess (and where appropriate strengthen) the document's policies, in relation to a series of social (and health), environmental and economic objectives. As part of this process, issues of Equality, Diversity, Cohesion and Integration, are embedded as part of the Appraisal's objectives. Consistent with this approach, it should be emphasised also that the amendments set out in the report, have been subject to Sustainability Appraisal. The SAP material follows on and reflects the approach set out in the Core Strategy, which has also had the same regard to these issues. This material has been made available to the SAP Inspectors as part of the submission material.

## **4.3 Council Policies and City Priorities**

4.3.1 The SAP plays a key strategic role in taking forward the spatial and land use elements of the Vision for Leeds and the aspiration to be 'the best city in the UK'. Related to this overarching approach and in addressing a range of social, environmental and economic objectives, this Plan seeks to implement key City Council priorities. These include the Best Council Plan (2015-20) (in particular Objective 2: to 'promote sustainable and inclusive economic growth') and Leeds Joint Health and Wellbeing Strategy (2013-2015, currently being updated).

## **4.4 Resources and value for money**

4.4.1 The proposals set out in this report incur further costs associated with a further round of public consultation. This is considered to represent better value for money than withdrawing the plan or progressing it in its current form, both of which would place the investment made thus far at risk. Given the considerable costs incurred to date progressing the revised Plan through Examination with modification is considered to be the best outcome in terms of resources and value for money.

## **4.5 Legal Implications, Access to Information and Call In**

4.5.1 Approval to submit the Revised Submission Draft SAP to the Secretary of State is being considered by Full Council on 10 January 2018 and a verbal update confirming the decision will be provided to Scrutiny Board at its meeting. Any approval granted by Full Council will of course be subject to any amendments required following consideration of all representations received (including those of Scrutiny Board). This report is being brought before this Scrutiny Board as part of the Budget and Policy Framework.

## **4.6 Risk Management**

4.6.1 The SAP is being prepared in accordance with the Local Plan Regulations and national planning policy and guidance and is based on robust evidence, all of which reduces the risk of it being unsound. Policies in the Plan are founded on a robust



and credible evidence base however, the extent to which an evidence base can be considered to be sufficient is subjective and it will be up to the Inspector to examine this issue.

## **5.0 Conclusion**

- 5.1 Following a substantial period of plan preparation, sustainability appraisal and public consultation in accordance with the Local Plan Regulations, the City Council submitted the Plan on 5<sup>th</sup> May 2017. The Plan remains at examination. However in order to respond to the likely impact of the government's recent consultation 'Planning for the Right Homes in the Right Places' (14<sup>th</sup> September 2017), further technical work has been undertaken to seek to reduce the impact of the SAP of Green Belt release by proposing revisions to the Plan as submitted. These revisions propose to designate some land (for a total of 7,834 homes across 43 sites) as broad locations instead of housing allocations and safeguarded land designations meaning they will remain in the Green Belt until a further review of the SAP. These revisions are to be subject to a 6 week period of public consultation and any representations received (including comments from Scrutiny Board) shall be fully considered prior to submission of the Revised Draft Plan to the Inspectors, with amendments being made where they are considered to be required for the Plan to remain sound.

## **6.0 Recommendations**

Scrutiny Board are Recommended to:

- i) Consider the revised proposals as outlined in the Report to Full Council (Appendix 1) for the meeting on 10<sup>th</sup> January 2018 as recommended by the Executive Board on 13<sup>th</sup> December 2017.
- ii) Submit any observations or conclusions on the revised proposals to the Chief Planning Officer to consider, in consultation with the Executive Member for Regeneration, Transport and Planning, who have delegated authority to make further amendments to the revised Submission Draft Plan that are considered to be required for the soundness of the Plan, prior to Submission of the Revised Draft Plan.

## Appendix 1: Full Council Report 10<sup>th</sup> Jan 2018

[Full Council Report Agenda Papers 10<sup>th</sup> Jan 2018 -  
http://democracy.leeds.gov.uk/ieListDocuments.aspx?CIId=111&MIId=7980&Ver=4](http://democracy.leeds.gov.uk/ieListDocuments.aspx?CIId=111&MIId=7980&Ver=4)

### Recommendations of the Executive Board - Amendments to the Leeds Site Allocations Plan

#### Additional Documents

[1 Revised Submission Draft Schedule of Amendments Jan 2018 , item 5.](#)

[2 Site Allocations Plan Revised Submission Draft Jan 2018 , item 5.](#)

[3 Appendix 3 Outcomes of re-assessment of UDP Green Belt housing allocations , item 5.](#)

[4 Sustainability Appraisal Addendum 1 , item 5.](#)

On the 10<sup>th</sup> January 2018 Full Council was requested to consider the report of the Director of City Development setting out recommendations from the Executive Board on 13 December 2017 to Full Council in respect of amendments to the Leeds Site Allocations Plan (SAP).

The report sets out an amended approach to progressing housing allocations and safeguarded land within the Leeds Site Allocations Plan through its Examination. This is necessary to ensure that the Council responsibly reflects a recent Government consultation and new evidence therein, and to ensure that Leeds has a SAP in place as quickly as practicable to provide certainty for investors and communities as part of a planned approach. Within this context, the DCLG consultation ('Planning for the right homes in the right places') incorporating a 'standardised methodology', suggests that the housing need in Leeds is to reduce when compared to that in the adopted Core Strategy and therefore despite being considered sound, the submission draft SAP may result in Green Belt being released for housing which is found not to be ultimately required in the longer term.

The report set out proposed amendments to the Submission SAP for public consultation (Appendix 1 and 2) together with an updated timetable to the SAP Examination. This report follows on from reports to Development Plan Panel (DPP) on the 3<sup>rd</sup> and 21<sup>st</sup> November and approval at Executive Board on 13<sup>th</sup> December which set out the reasons for the revised approach, the methodology to be used and the changes now considered necessary to the SAP.

**Scrutiny Board Members have been requested to retain SAP Council Papers (hard copies) as referred to as appendix 1 in this report, to bring to the Scrutiny Meeting on the 24<sup>th</sup> of January.**

**This information can be accessed electronically on the Leeds City Council Website.**

**APPENDIX 2: CHRONOLOGY OF KEY MILESTONE DECISIONS BY DEVELOPMENT PLAN PANEL, BRIEFINGS WITH WARD MEMBERS AND PUBLIC CONSULTATION EVENTS**

Chronology previously reported to Scrutiny Board 21<sup>st</sup> December 2016:

<b>Stage</b>	<b>Date</b>	<b>Consultation/Milestone</b>
Scope of the Site Allocations Plan (SAP) – Retail, Housing, Employment, Green space	6.3.12	Development Plan Panel – scope of plan agreed
Scope of the Site Allocations Plan (SAP)	16.5.12	Executive Board – scope of plan agreed
Site Assessment Pro-forma agreed	2.7.12	Development Plan Panel
Pro-forma presented again under the minutes from the previous meeting	7.8.12	Development Plan Panel
Ward member briefing to consider specific sites within ward and initial thoughts on ‘traffic light’ system	25.9.12	Calverley and Farsley ward meeting
Member workshop – outlined scope of plan and proposed methodology including ‘traffic light system’ for Issues and Options and green belt review assessment	25.9.12	Workshop for Dev Plan Panel and Chairs of Plans Panels
Member workshop – same as above	28.9.12	Workshop – open to all members
Ward member briefing (as above)	1.10.12	Otley and Yeadon ward briefing
Ward member briefing (as above)	1.10.12	Adel and Wharfedale ward briefing
Ward member briefing (as above)	4.10.12	Moortown ward briefing
Ward member briefing (as above)	5.10.12	Farnley and Wortley ward briefing
Ward member briefing (as above)	9.10.12	Farnley and Wortley ward briefing
Ward member briefing (as above)	10.10.12	Rothwell ward briefing
Ward member briefing (as above)	15.10.12	Horsforth ward briefing
Ward member briefing (as above)	16.10.12	Wetherby and Harewood wards briefing
Ward member briefing (as above)	16.10.12	Kippax ward briefing
Ward member briefing (as above)	17.10.12	Burmantofts and Richmond Hill briefing
Ward member briefing (as above)	23.10.12	Guiseley and Rawdon ward briefing
Ward member briefing (as above)	25.10.12	City and Hunslet ward briefing
Ward member briefing (as above)	26.10.12	Morley South ward briefing
Ward member briefing (as above)	29.10.12	Ardsley and Robin Hood ward briefing
Ward member briefing (as above)	29.10.12	Kirkstall ward briefing
Ward member briefing (as above)	30.10.12	Ardsley and Robin Hood ward briefing
Ward member briefing (as above)	31.10.12	Armley ward briefing
Ward member briefing (as above)	2.11.12	Beeston Hill and Holbeck ward briefing
Ward member briefing (as above)	5.11.12	Headingley ward briefing
Briefing with ward members for the Housing Market Characteristic Area (HMCA) concerned) to review work on Issues and Options prior to Development Plan Panel (DPP) and Executive Board	21.12.12	Outer South HMCA member briefing – not completed – set further briefing date
As above	21.12.12	Aireborough HMCA member briefing
As above	14.1.13	Outer South HMCA member briefing
As above	22.1.13	Outer NW HMCA member briefing
As above	31.1.13	Outer NE member briefing
As above	15.2.13	Outer SW HMCA member briefing

<b>Stage</b>	<b>Date</b>	<b>Consultation/Milestone</b>
Issues and Options for 3 Housing Market Characteristic Areas (HMCAs) – Aireborough, Outer South and Outer North West	25.2.13	Development Plan Panel
Briefing with ward members for the HMCA to review work on Issues and Options prior to DPP and Executive Board	6.3.13	Outer SE HMCA member briefing
As above	14.3.13	East HMCA member briefing
As above	15.3.13	Outer W HMCA member briefing
As above	28.3.13	North HMCA member briefing
Issues and Options for 4 Housing Market Characteristic Areas (HMCAs) – Outer South West, Outer North East, Outer South East, Outer West	9.4.13	Development Plan Panel
Issues and Options for 4 Housing Market Characteristic Areas (HMCAs) – East, North, Inner area, City Centre	16.4.13	Development Plan Panel
Development Plan Panel Site Visits	18.4.13	Site visits by members of Development Plan Panel
Site Allocations Plan – Issues and Options	30.4.13	Development Plan Panel
Site Allocations Plan – Issues and Options	9.5.13	Executive Board. Agreed Issues and Options plan to go out to public consultation
Statutory Public consultation on Issues & Options	3.6.13 to 29.7.13	Public consultation
School Requirements Arising from the Site Allocations Plan	12.5.14	Development Plan Panel
Briefing with ward members for the HMCA to consider representations received at Issues and Options consultation and draft proposals	24.6.14	Outer NW HMCA member briefing
As above	7.7.14	Aireborough HMCA member briefing
As above	30.7.14	North HMCA member briefing
As above	27.8.14	Outer W HMCA member briefing
As above	8.9.14	Outer South HMCA member briefing
As above	16.10.14	Outer SW HMCA member briefing
As above	29.10.14	Outer SE HMCA member briefing
As above	3.11.14	Inner HMCA member briefing
As above	4.11.14	City Centre and East HMCA member briefings
As above	4.12.14	Outer NE HMCA member briefing
Publication Draft Site Allocations Plan – retail, employment and greenspace proposals (principle of)	6.1.15	Development Plan Panel
Publication Draft Site Allocations Plan – housing (principle of), and supplementary report – Nepshaw Lane employment sites	13.1.15	Development Plan Panel
Publication Draft Plan sites for allocation agreed in principle	11.2.15	Executive Board
Preparation of Publication Draft Plan	Feb to May/June	

<b>Stage</b>	<b>Date</b>	<b>Consultation/Milestone</b>
	2015	
- Sites at Weetwood (3378) and Tingley 1143B) - Strategic housing and employment issues Outer NE	20.5.15	Development Plan Panel
Publication Draft Site Allocations Plan – retail, employment and greenspace proposals	16.6.15	Development Plan Panel
Publication Draft Site Allocations Plan – housing (plus outstanding issues from previous meeting – airport)	26.6.15	Development Plan Panel
Approval of Publication Draft Plan for public consultation	15.7.15	Executive Board
Public consultation on Publication Draft Site Allocations Plan, with drop in events at:	22.9.15 – 16.11.15	
	22.9.15	Leeds Civic Hall 2-8pm
	23.9.15	Guiseley Methodist Hall 2-8pm
	24.9.15	Otley Resource Centre 2-8pm
	30.9.15	Pudsey Civic Centre 2-8pm
	3.10.15	Horsforth Mechanics Institute 10am – 3pm
	5.10.15	East Ardsley Church Hall 2-8pm
	13.10.15	St Hilda's Church Hall, Cross Green 2-8pm
	14.10.15	Hunslet Parish Hall 2-8pm
	16.10.15	Rothwell Blackburn Hall Community Centre 2-8pm
	17.10.15	Morley Town Hall 10am – 3pm
	19.10.15	Wetherby Town Hall 2-8pm
	21.10.15	Crossgates library 2-7pm
	23.10.15	Garforth Miners Welfare Hall 2-7pm
	29.10.15	Leeds Civic Hall 2-8pm
	30.10.15	Leeds Civic Hall 2-8pm
Initial Report of Consultation	19.1.16	Development Plan Panel
Verbal update re inputting representations	1.3.16	Development Plan Panel
Outer North East – revised proposals following withdrawal of new settlement at Headley Hall	15.3.16	Outer NE member briefing
Representations made on retail proposals	5.4.16	Development Plan Panel
Representations made and pre-submission changes proposed - City centre - East - Inner - Outer North West - Outer West	14.6.16	Development Plan Panel
Representations made and pre-submission changes proposed - Aireborough - North - Outer South	28.6.16	Development Plan Panel

<b>Stage</b>	<b>Date</b>	<b>Consultation/Milestone</b>
- Outer South East - Outer South West		
- Revised Publication Draft For Outer North East - Gypsy and Traveller sites - General Issues - Any other outstanding issues for rest of SAP	19.7.16	Development Plan Panel
Revised Publication Draft for Outer North East agreed to go to public consultation	21.9.16	Executive Board
Statutory public consultation for Outer North East revised Publication Draft only	26.9.16 to 7.11.16	Public consultation for Outer NE only
	4.10.16	Wetherby Town Hall drop in 2-8pm
	20.10.16	Barwick in Elmet drop in 2-8pm
Analysis of representations from Publication Draft consultation for Outer NE	Nov 2016	
Scrutiny – examination of the process for producing the Site Allocations Plan	21.12.16	Scrutiny Board
Pre submission changes for Outer NE and any other changes	10.1.17	Development Plan Panel
Agree advertising pre submission changes and to submit plan following this	8.2.17	Executive Board
Pre submission changes for whole plan advertised	13.2.17 – 13.3.17	
Agree to submit plan to Secretary of State	29.3.17	Full Council

Chronology of events not previously reported to Scrutiny Board:

<b>Stage</b>	<b>Date</b>	<b>Consultation/Milestone</b>
Submission of the Site Allocations Plan to the Secretary of State	5.5.17	
Stage 1 hearing sessions (Retail, Employment, Greenspace, Gypsies and Travellers and Travelling Show People)	24.10.17 – 27.10.17	
Report on further technical work for some sites previously allocated for housing within UDP Green Belt to be designated as Broad Locations	21.11.17	Development Plan Panel
Report on Revised Submission Draft SAP agreed for public consultation	13.12.17	Executive Board
Report on Revised Submission Draft (see Appendix 1 of this report)	10.1.18	Full Council
Public consultation on the Revised Submission Draft Plan	15.1.18 – 26.2.18	

<b>Stage</b>	<b>Date</b>	<b>Consultation/Milestone</b>
Report on Revised Submission Draft	24.1.18	Scrutiny Board
Submission of the representations received on the public consultation with the Revised Submission Draft Plan (and any consequential amendments) to the Secretary of State	March 2018	
Stage 2 hearing sessions on all outstanding SAP matters and issues	July 2018	