



# **Core Strategy Selective Review**

## **Leeds Local Plan**

### **Duty to Cooperate Background Paper**

Submission Draft

Development Plan Document

June 2018

## 1. Introduction

- 1.1. Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended) contains a duty to cooperate as a mechanism to ensure that local planning authorities and other bodies engage with each other on issues which are likely to have a significant effect on more than one planning area. This pervades every stage of the plan preparation. Paragraphs 178-181 of the National Planning Policy Framework (NPPF) provide guidance on planning strategically across local boundaries. Paragraph 181 states that:

*“Local planning authorities will be expected to demonstrate evidence of having effectively co-operated to plan for issues with cross-boundary impacts when their Local Plans are submitted for examination. This could be by way of plans or policies prepared as part of a joint committee, a memorandum of understanding or a jointly prepared strategy which is presented as evidence of an agreed position. Cooperation should be a continuous process of engagement from initial thinking through to implementation, resulting in a final position where plans are in place to provide the land and infrastructure necessary to support current and projected levels of development”.*

- 1.2. The Council considers that it has taken the necessary steps to ensure that this duty is satisfied as regards preparation of the Core Strategy Selective Review (CSSR). This paper sets out in detail the ways in which the Council has undertaken cooperation throughout the preparation of the CSSR. The paper forms the key evidence for legal compliance as set out in the Legal Compliance Checklist which is submitted alongside the CSSR.

## 2. Duty to Cooperate structures in Leeds City Region

- 2.1. In response to the abolition of regional planning structures in 2010 and the introduction of the duty to cooperate in legislation, the local authorities of the Leeds City Region took steps to address the new statutory duty. Key to this was a formal process of regularly meeting to provide a mechanism for cooperating over the preparation of development plans throughout the City Region. The group known as the Leeds City Region Strategic Planning Duty to Cooperate Group (LCRSPDtC) has been meeting approximately every 2 months since November 2011. The group is hosted by Leeds and attended by the 11 local authorities of the Leeds City Region, including North Yorkshire County Council. Highways England, the Environment Agency and the Homes England are copied in to agendas and minutes and attend periodically as and when there are relevant issues.
- 2.2. The LCRSPDtC Group is formally recognised as a sub-group that reports to the Leeds City Region Heads of Planning. This group enables local authorities preparing Development Plans to scope the effects of a plan on neighbouring authorities and on other relevant DtC organisations. It is then possible to explore in a consistent and open manner how issues of cross-boundary impact may be addressed to allay concerns, through mitigation or change of approach. The standard approach is for the plan preparing authority to create a **table of duty to cooperate issues** setting out issues, that impact on neighbouring authorities, those affected, evidence and the means of resolution or mitigation. Ultimately the following conclusions can be recorded against each issue of concern:

- A. no longer an outstanding issue of material significance,
- B. differences remain that may be left to the Planning Inspector to consider through the examination,
- C. the measures proposed to resolve the issue by the local planning authority are accepted, by those authorities or other agencies affected, as satisfactory mitigation.

2.3. The service arrangements of LCRSPDtC meetings includes circulation of agendas and minutes of meetings. The agendas always include “position statements” for each local authority setting out key milestones and issues associated with preparation of their development plan documents.

### **3. Chronology of Duty to Cooperate Activity**

3.1. A summary of the cooperation milestones in the preparation of the CSSR is as follows:

- i The formal agreement of Leeds City Council to pursue the CSSR is set out in position statements of Meeting #31 (29<sup>th</sup> November 2016) and Meeting #32 (31<sup>st</sup> January 2017) with an initial scope to review the housing requirement, review affordable housing policy, introduce Housing Standards and make limited policy adjustments to overcome known implementation difficulties.
- ii Neighbouring local authorities are notified of and invited to attend consultation on the preparation of the Strategy Housing Market Assessment according to minutes of Meeting #32 (31<sup>st</sup> January 2017).
- iii An agenda item at Meeting #35 (25<sup>th</sup> July 2017) provides an initial draft of the Duty to Cooperate Table of issues for comment and discussion. The position statement draws attention to the Regulation 18 consultation on the CSSR.
- iv An agenda item at Meeting #38 (30<sup>th</sup> January 2018) provides the draft Duty to Cooperate Table for discussion. Issues raised included:
  - Is the plan period being extended or is a new plan period being created? LCC clarified that a new plan period of 2017-33 is being proposed. It was agreed that the text of the DtC Table needed amendment to clarify this.
  - Are other policy areas of the plan (e.g. employment) going to work to the new plan period? LCC confirmed that only the review topics are subject of the revised plan period and that remaining areas would be addressed as part of a further review of the Core Strategy
  - Ramifications of a lower housing requirement for Leeds on other LCR authorities? LCC confirmed that the proposed figure of 51,952 is consistent with employment growth forecasts for Leeds (unlike the DCLG consultation figure of 42,000) which are considered to mean the relationships with neighbouring local authorities in terms of migration and commuting should remain in equilibrium.

3.2. The material circulated to the LCRSPDtC Group meeting of 30<sup>th</sup> January was also presented to the Leeds City Region Heads of Planning meeting of 13<sup>th</sup> February 2018.

- 3.3. Public consultation on the CSSR Publication draft included letters of notification to all of the DtC statutory consultees and neighbouring local authorities. In addition, statutory consultees were emailed a draft of this background paper in May 2018 to further ensure they understood the DtC significance of the CSSR. The draft of this background paper was also discussed at the LCRSPDtC meeting of 29<sup>th</sup> May 2018. All responses agree with the conclusions set out in the DtC Table (see **Section 4** below and **Appendix 1**). One minor change involved adding North Yorkshire County Council (NYCC) to the list of organisations affected by Issue 5. The responses received and minutes of the LCRSPDtC Group meeting are set out in **Appendix 2**.

#### **4. Duty to Cooperate Issues**

- 4.1. In accordance with the standard practice of the LCRSPDtC, the Council produced a Table of DtC Issues which has been the subject of consultation. This is provided as **Appendix 1**.
- 4.2. From the presentation and discussion of the draft DtC Table at the LCRSPDtC Group meetings (as set out in paragraph 3.1 above), the Council has maintained the conclusions that CSSR Policies H9, H10, G4, G5, G6, EN1, EN2 and EN8 create no impacts of concern for neighbouring local authorities or DtC bodies.
- 4.3. CSSR Policies SP6 and SP7 concern Leeds' housing requirement and how it is distributed between Leeds' Housing Market Characteristic Areas (HMCAs). LCC adopted a transparent approach to preparing its Strategic Housing Market Assessment which provides the evidence to calculate the housing requirement. Preparation of the SHMA in 2017 included invitations to neighbouring local authorities to participate in meetings to consider the methodology and interim findings. As a consequence, neighbouring local authorities understand that LCC's housing requirement has been set with proper regard to the latest household projections, realistic forecasts of employment growth and commuting ratios. As a result, Leeds' housing requirement will be sufficient to meet Leeds' housing needs without an increase in the rate of commuting from neighbouring local authorities and without neighbouring local authorities having to provide for some of Leeds' housing need in their districts. North Yorkshire County Council considers that ongoing monitoring of economic and employment growth and of the rate of commuting will be necessary to make sure Leeds is able to respond if the relationship of jobs to homes changes over time. This is agreed by the Council and will be carried out as part of regular monitoring of the Regional Econometric Model through liaison with the Council's economic services and the West Yorkshire Combined Authority. It is also noted that pre-submission changes to the Plan are proposed at paragraph 4.6.6 which capture the point that changes in economic circumstances may have a bearing on future housing requirements.
- 4.4. Local authorities questioned the labelling of Issue 1 (housing requirement of Policy SP6) as "extending" the plan period to 2033. In actual fact, a new plan period of 2017-2033 is being created for the housing requirement, and the wording of the title of Issue 1 is changed accordingly for clarity.

**APPENDIX 1: PUBLICATION DRAFT June 2018**

**Leeds Core Strategy Selective Review: duty to co-operate table**

**Standard Issue Conclusions:** A. no longer an outstanding issue of material significance  
 B. differences remain that may be left to the Planning Inspector to consider through the examination,  
 C. the measures proposed to resolve the issue by Leeds are accepted by those authorities or other agencies affected as satisfactory mitigation.

<b>Ref</b>	<b>Strategic Issue</b>	<b>Impact</b>	<b>Areas/bodies affected</b>	<b>Evidence</b>	<b>Resolution / Mitigation</b>	<b>Monitoring</b>	<b>Actions / Response</b>	<b>NPPF Para 156 link</b>
<i>Ref</i>	<i>Summary of the issue</i>	<i>Description of why it is an issue for neighbouring authorities</i>	<i>Details of the authorities affected by the issue</i>	<i>Evidence to show there is an issue (including links to source documents)</i>	<i>Details of how the issue can be overcome or managed</i>	<i>How the issue will be monitored including key indicators and trigger points</i>	<i>Agreed actions (including who is to lead &amp; timescale)</i>	<i>Relevant strategic priority in para 156</i>
<b>1</b>	<b>Reviewing the housing requirement in Policy SP6 and setting a new plan period of 2017 to 2033 for housing supply</b>							
	A housing requirement of 3,247 p.a. (51,952 net) over a new plan period 2017 – 2033.  This compares with the current requirement of 70000(net)	a. whether neighbouring local authorities need to accommodate any of Leeds' housing requirement b. Whether a higher requirement would result in increased traffic and other pressures on neighbouring	Bradford, Craven, Harrogate, Selby, York, NYCC, Wakefield, Barnsley, Kirklees, Calderdale, Highways England	The results of the SHMA 2017 suggest: a. A sufficiently self-contained housing market b. housing need scenarios that would reduce the housing requirement taking account of population and household projections, migration and employment forecasts	By proposing 3,247 dwellings p.a. as the requirement rather than the DCLG scenario of 2,649, Leeds will have a requirement that accords with the REM employment forecast for Leeds (Spring 2017). This means that Leeds should have sufficient dwellings to accommodate forecast employment growth without attracting additional	Core Strategy Monitoring Framework. Key indicators: 6. Five year supply of housing and LT trajectory 7. Housing completion by land type 14. % of empty homes	Monitor employment growth and ratio of in-commuting to Leeds.  Standard Conclusion C	Homes and jobs needed in the area

Ref	Strategic Issue	Impact	Areas/bodies affected	Evidence	Resolution / Mitigation	Monitoring	Actions / Response	NPPF Para 156 link
		local authority infrastructure		DCLG Consultation September 2017 "The right homes in the right places"	commuting from outside Leeds.			
<b>2</b>	<b>Deletion of Table 2 (Settlement Hierarchy Targets) and retention of HMCA Targets in Table 3 of Policy SP7</b>							
	<p>Table 2 is no longer necessary. The percentages for the Settlement Hierarchy including percentages for infill and urban extensions will no longer be achievable with the lower housing requirement and may not serve any beneficial planning purpose that is not already served by Policy SP1 of the Core Strategy.</p> <p>Table 3 maintains the same % distribution of housing between</p>	<p>Deletion of Table 2 will have no impact on neighbouring local authorities nor other DtC bodies. The pattern of housing development will continue to reflect Policy SP1's focus on the urban areas and association with the Settlement Hierarchy.</p> <p>As the housing requirement is proposed to be reduced, the amount of housing for each HMCA will be</p>	Bradford, Craven, Harrogate, Selby, York, NYCC, Wakefield, Barnsley, Kirklees, Calderdale, Highways England	The changes to Policy SP7 are a consequence of the change to the housing requirement in Policy SP6	The duty to cooperate arrangements agreed for the adopted Core Strategy included on-going commitment to consider effects on a number of congested road corridors that cross into neighbouring districts. As the housing requirement is proposed to be reduced there is no need to add further mitigation arrangements. The existing arrangements will be continued.	Core Strategy Monitoring Framework. Key indicators: 4. Net additional dwellings by HMCA	<p>To continue the existing duty to cooperate arrangements agreed for the adopted Core Strategy which have been applied to proposals in the Site Allocations and Aire Valley Leeds Plans in cooperation with neighbouring local authorities and Highways England.</p> <p>Standard Conclusion C</p>	Homes and jobs needed in the area

Ref	Strategic Issue	Impact	Areas/bodies affected	Evidence	Resolution / Mitigation	Monitoring	Actions / Response	NPPF Para 156 link
	the Housing Market Characteristic Areas (HMCAs) as the adopted Plan	reduced proportionately by retaining the distribution of the adopted Plan. Therefore, impact on neighbouring local authorities will be reduced.						
<b>3</b>	<b>Incorporating National Housing Space and Accessibility Standards for new housing</b>							
	New housing in Leeds will have to be built to Nationally Described Space Standards and include percentages of accessible dwellings: 30% M4(2), 2% M4(3)	Differentials between new housing of Leeds and new housing of neighbouring local authorities in terms of size and accessibility.	Bradford, Craven, Harrogate, Selby, York, NYCC, Wakefield, Barnsley, Kirklees and Calderdale	Need: according to the Permitted Dwelling Size Measurement Exercise 2017 only 62% of dwellings permitted in Leeds meet the NDSS. Need for elderly and disabled households quantified in the SHMA 2017 and the Accessible Housing Need Assessment 2018. The Economic Viability Study Update 2018 shows that the NDSS can be applied and 30% M4(2), 2% M4(3)	Agreed not to be an issue requiring mitigation	The Core Strategy Monitoring Framework will be revised to create indicators for these new policies	Create monitoring indicators.  Standard Conclusion A	Homes and jobs needed in the area

Ref	Strategic Issue	Impact	Areas/bodies affected	Evidence	Resolution / Mitigation	Monitoring	Actions / Response	NPPF Para 156 link
				accessible dwellings will be viable. RIBA: The Case for Space 2011, DCLG Housing Standards Review Cost Impacts (EC Harris)				
<b>4</b>	<b>Incorporating new national practice into policy regarding Code for Sustainable Homes by updating the wording for Policies EN1 and EN2</b>							
	Update the wording of Policies EN1 and EN2 to continue BREEAM requirements for non-residential development and to continue planning requirements (higher than Building Regulations) for renewable energy and water consumption of new buildings, where feasible.	None	None	Written Ministerial Statement March 2015, EN1 and EN2 Background Paper, Water Consumption Note	Agreed not to be an issue requiring mitigation	Core Strategy Monitoring Framework. Key indicators: 41 and 42	None. Standard Conclusion A	Climate Change Mitigation
<b>5</b>	<b>New Policy on Electric Vehicle Charging Points</b>							
	New policy to seek electric vehicle charging	Improved air quality in Leeds	Neighbouring local authorities (NYCC,	Air Quality Background Paper.	Agreed not to be an issue requiring mitigation.	The Core Strategy Monitoring	None. Standard Conclusion A	Provision of health, communit



Ref	Strategic Issue	Impact	Areas/bodies affected	Evidence	Resolution / Mitigation	Monitoring	Actions / Response	NPPF Para 156 link
	points in new development of 1 point per dwelling and 10% of commercial development parking spaces.	and adjoining authorities	Bradford, Harrogate, Selby, Wakefield and Kirklees)			Framework will be revised to monitor the number of charging points installed per annum. Real Time Air Quality monitoring		y and cultural infrastructure.
<b>6</b>	<b>Updating policy on affordable housing set out in H5.</b>							
	Raising the targets for City Centre and Inner Zones from 5% to 7%. Maintaining the current targets of 15% for South Leeds and 35% for North Leeds zones. Maintaining the policy on mix of social rented (60%) and intermediate (40%) types of affordable housing.	Affordable housing targets that do not fully meet local needs could result in households in need moving to neighbouring local authorities.	Neighbouring local authorities (Bradford, Harrogate, Selby, Wakefield and Kirklees)	The results of the SHMA 2017 show that Leeds has high need for affordable housing (1230 affordable dwellings per annum) and for a large proportion to be affordable for social tenants. The Economic Viability Study shows that existing targets for affordable housing cannot be increased	Agreed not to be an issue requiring mitigation	Core Strategy Monitoring Framework. Key indicator: 10	None. Standard Conclusion A	Homes and jobs needed in the area
<b>7</b>	<b>Reviewing the requirement for green space in new housing developments by amending Policy G4.</b>							
	The requirement for green space is being reduced from 80sqm/	Lack of provision of green space on new developments	Neighbouring local authorities (Bradford, Harrogate,	Evidence of need for green space provided in the Leeds Open	Agreed not to be an issue requiring mitigation	Core Strategy Monitoring Framework.	None. Standard Conclusion A	Provision of health, community and

<b>Ref</b>	<b>Strategic Issue</b>	<b>Impact</b>	<b>Areas/bodies affected</b>	<b>Evidence</b>	<b>Resolution / Mitigation</b>	<b>Monitoring</b>	<b>Actions / Response</b>	<b>NPPF Para 156 link</b>
	dwelling to 40sqm/dwelling. Green space is being removed from the CIL "123" List so that S106 requirements can be sought.	close to the LA boundary could result in higher useage of green spaces in neighbouring authorities	Selby, Wakefield and Kirklees)	Space Sports and Recreation Assessment. The Economic Viability Study shows that only 40sqm/ dwelling or equivalent can be viable. Review of Implementation of Green Space Policy G4.		Key indicators: 24 and 31		cultural infra-structure.

**Appendix 2: Responses to the Draft Duty to Cooperate Background Paper and Minutes of the Leeds City Region Strategic Planning Duty to Cooperate Group Meeting 29-05-18**



Simon Jones  
Asset Manager  
Highways England  
Lateral  
8 City Walk  
Leeds LS11 9AT

Robin Coghlan  
Leeds City Council  
Policy and Plans  
9<sup>th</sup> Floor  
Merrion House  
110 Merrion Centre  
Leeds  
LS2 8BB

24 May 2018

(By email)

Dear Robin

**CONSULTATION ON LEEDS CORE STRATEGY SELECTIVE REVIEW: DUTY TO COOPERATE BACKGROUND PAPER**

Further to your consultation request regarding the above document, we are able to offer our comments below.

**Leeds Core Strategy Selective Review**

We previously responded to your consultation request on the Core Strategy Selective Review (CSSR) Publication Draft in March 2018.

In our response, we reviewed the proposed changes, and considered the CSSR to be sound and were able to support it. We also placed on record our support for the proposed new Policy EN8: Electric vehicle charging infrastructure to address air quality concerns in Leeds.

**Leeds Core Strategy Selective Review: Duty to Cooperate Background Paper**

We have reviewed the likely impacts of the proposed changes set out in the CSSR on neighbouring local authorities and would agree that the proposed changes are likely to be minimal.

Regarding the Duty to Cooperate conclusions summarised in Appendix 1, we accept that the proposed changes to Spatial Policies 6 and 7 are not a concern and do not affect the soundness of the Plan.



As stated above, we are supportive of Policy EN8 and would agree that this policy and the update to Policy H5 are no longer outstanding issues of material significance.

Regarding the other policy amendments, we would agree with the council that CSSR Policies H9, H10, G4, G5, G6, EN1, EN2 and EN8 create no impacts of concern.

Therefore, we can continue to be supportive of the CSSR and welcome the opportunity for continued cooperation with the council and other neighbouring local authorities in the planning process under the Duty to Cooperate structures set out in the Background Paper.

I trust the above comments are clear. Please get in touch if you would like to clarify any points or discuss anything in further detail.

Yours sincerely

*Simon*

**Simon Jones**  
**Regional Spatial Planning Manager – West Yorkshire and North Yorkshire**  
Email: [REDACTED]



Wed 23/05/2018 11:07

Parker, Sally

RE: Leeds Core Strategy Selective Review: Duty to Co-operate Paper

To  Core Strategy Review

Dear Robin,

Further to your email below I confirm that the Environment Agency is not seeking any modification, mitigation or change to the impacts identified. Nor are we aware of any additional impacts that have not been considered.

Should you need anything further please don't hesitate to contact me.

Kind regards,

Sally

*I do not work on Fridays.*

**Sally Parker**

Planning Adviser

Sustainable Places - Yorkshire

Environment Agency

Lateral, 8 City Walk, Leeds, LS11 9AT

Tel: [REDACTED]

Team Tel: [REDACTED]

Email: [REDACTED]

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**From:** Core Strategy Review [<mailto:CoreStrategyReview@Leeds.gov.uk>]

**Sent:** 18 May 2018 09:06

**Subject:** Leeds Core Strategy Selective Review: Duty to Co-operate Paper

I am writing to seek your comments on the Duty to Cooperate issues set out in the attached draft Background Paper

Leeds City Council is in the process of preparing an update of its Core Strategy Plan. This provides strategic planning policies for the development of Leeds between 2012 and 2028 and was originally adopted in November 2014. The update involves revisions to a small number of planning policies and introduction of new policies. The policies involved are as follows:

- Reviewing the housing requirement in Policy SP6, housing distribution in SP7, and extending the Plan period to 2033
- Introducing new policy on housing standards with minimum space standards, and accessibility standards for new housing in policies H9 and H10
- Updating policy and requirement on affordable housing by amending Policy H5
- Reviewing the requirement for greenspace in new housing developments by amending Policy G4
- City Centre Green Space, making minor amendments to Policies G5 and G6

Sally Parker CSE00159\_Environment Agency response - Leeds Core Strategy Selective Review





Wed 23/05/2018 09:01

Ellis, Robert <[REDACTED]>

RE: Leeds Core Strategy Selective Review: Duty to Co-operate Paper

To  Core Strategy Review

Cc  Ford, Neville

Morning,

Officers at Wakefield Council have reviewed the Duty to Cooperate Paper and we have no comments to make on the table and are content there are no Duty to Cooperate implications for Wakefield associated with the Leeds Core Strategy Selective Review.

Please let me know if I can be of further assistance.

Regards,

**Rob Ellis**  
**Team Leader Spatial Policy**  
**Wakefield Council**  
**Wakefield One**  
**P O Box 700**  
**Wakefield**  
**WF1 2EB**  
**(to find us by SatNav use postcode WF1 2DA)**

**Direct Line:** [REDACTED]  
**Email:** [REDACTED]  
**Website:** [www.wakefield.gov.uk](http://www.wakefield.gov.uk)  
**Contact Centre (24 Hr) 03458 506 506**

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**From:** Core Strategy Review [<mailto:CoreStrategyReview@Leeds.gov.uk>]  
**Sent:** 18 May 2018 09:06  
**Subject:** Leeds Core Strategy Selective Review: Duty to Co-operate Paper

I am writing to seek your comments on the Duty to Cooperate issues set out in the attached draft Background Paper

Leeds City Council is in the process of preparing an update of its Core Strategy Plan. This provides strategic planning policies for the development of Leeds between 2012 and 2028 and was originally adopted in November 2014. The update involves revisions to a small number of planning policies and introduction of new policies. The policies involved are as follows:

- Reviewing the housing requirement in Policy SP6, housing distribution in SP7, and extending the Plan period to 2033
- Introducing new policy on housing standards with minimum space standards, and accessibility standards for new housing in policies H9 and H10
- Updating policy and requirement on affordable housing by amending Policy H5

📧 Robert Ellis Leeds Core Strategy Selective Review - Duty to Co-operate Table





Mon 21/05/2018 09:47

Mark Rushworth <[REDACTED]>

Leeds Core Strategy Selective Review: Duty to Co-operate Paper

To  Core Strategy Review

Hi Robin,

Thanks for your email and the draft DtC background paper.

Officers from the NYCC Strategic Policy and Economic Growth team have reviewed the paper. We are satisfied that this covers the main strategic planning issues raised by the Selective Review.

We welcome the recognition in paragraph 4.3 of NYCC's position regarding the relationship between housing and employment provisions, and the need for ongoing monitoring to enable the plan to respond to changes over time. As indicated in our formal submission, we believe that the 5 yearly review cycle will be able to address this matter.

We can confirm that the Appendix 1 schedule provides an accurate reflection of the situation from our perspective. We would, however, suggest one small amendment (for the sake of completeness) to item 5 – New Policy on Electric Vehicle Charging Points, this being the inclusion of NYCC in the list of areas/bodies affected. The reason for this is that as a neighbouring Local Highway Authority there could be potential implications for transportation, including air quality that extend across administrative boundaries. We are nevertheless satisfied with your assessment – Standard Conclusion A.

I can confirm that we consider that Leeds City Council has co-operated with North Yorkshire County Council under the Duty to Co-operate in the preparation of the Leeds Core Strategy Selective Review, and we welcome the opportunity to continue collaborating with you as work on the Development Plan progresses.

Regards,

**Mark Rushworth**  
Senior Policy Officer

Strategic Policy & Economic Growth | Business & Environmental Services |  
North Yorkshire County Council | County Hall | Racecourse Lane |  
Northallerton | North Yorkshire | DL7 8AD

Tel: [REDACTED]  
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**WARNING**

Mark Rushworth CSE00214\_Leeds Local Plan Core Strategy Selective Review





Historic England

IN DEPARTMENT		
ACTION	Info	File
31 MAY 2018		

Mr R. Coghlan,  
 Leeds Core Strategy Selective Review,  
 Leeds City Council,  
 Policy and Plans Group  
 9<sup>th</sup> Floor East,  
 Merrion Centre  
 LEEDS LS2 8BB

Our Ref: HD/P5114/04  
 Your Ref:  
 Telephone: 01904 601977  
 Fax:

24 May 2018

Dear Mr Coghlin,

re: Leeds Local Plan – Core Strategy Selective Review: Duty to Co-Operate

Thank you for email consulting Historic England regarding the Selective Review of the Core Strategy and the requirements under the Duty to co-operate. As you are aware, English Heritage is listed as one of the “prescribed” bodies relating to the Duty to Co-operate on the planning of sustainable development. This requires those bodies listed as “prescribed”, together with local planning authorities, to co-operate with one another constructively, actively and on an ongoing basis in the preparation of development plans in relation to strategic matters.

In the case of the changes being proposed to the Core Strategy, we do not consider that there are any strategic matters as set out in S33A(4)(a) of the Planning and Compulsory Purchase Act, 2004 which affect the historic environment. However, bearing in mind that the Duty to cooperate is an ongoing process, we would hope that, should any strategic matters arise which would affect the historic environment of the area, that English Heritage will be able to continue to work closely with the Council in the Policy framework for these areas.

If you have any queries about this matter raised above or would like to discuss anything further, please do not hesitate to contact me.

Yours sincerely,

**Ian Smith**  
 Historic Environment Planning Adviser (Yorkshire)  
 E-mail: [ian.smith@HistoricEngland.org.uk](mailto:ian.smith@HistoricEngland.org.uk)



Historic England, 37 Tanner Row, York YO1 6WP  
 Telephone 01904 601948 [HistoricEngland.org.uk](http://HistoricEngland.org.uk)

Please note that Historic England operates an access to information policy.  
 Correspondence or information which you send us may therefore become publicly available.





## Minutes of LCRSPDtC Group Meeting 29/5/18

### Minutes of Strategic Planning (Duty to Cooperate) Group

**Date:** 29<sup>th</sup> May 2018  
**Time:** 14:00 – 16:00  
**Location:** Merrion House  
110 Merrion Centre  
Leeds  
LS2 8BB

#### In Attendance

Alan Hart	Barnsley Council
Simon Latimer	Bradford City Council
Simon Jones	Highways Agency
Robin Coghlan (part)	Leeds City Council
Anup Sharma (Chair)	Leeds City Council
Simon Brown	Highways Agency
Caroline Skelly	Selby Council
James Whiteley	WYCA

#### Apologies

Neville Ford	Wakefield Council
Ian Stokes	York Council
Andrew Marshall	Bradford City Council
Dave Feeney	Leeds City Council
Phil Ratcliffe	Calderdale Council
Tracey Rathmell	Harrogate Council

#### 1. Introductions

Introductions were made. The group welcomed Simon Brown from the Highways Agency.

#### 2. Apologies

The apologies (see above) were noted.

#### 3. Minutes of Meeting 4<sup>th</sup> April 2017

An amendment to the minutes were requested by WYCA in Item 5 – paragraph 6:

The text:

The group generally agreed that a good approach would be to combine the existing Statement of Cooperation (SoC) and proposed Statement of Common Ground (SoCG) into one document, as a basis to streamline the approach.

Should be replaced with:

The group generally agreed to retain and update the Statement of Cooperation for Local Planning, append to the proposed Statement of Common Ground (SoCG), whilst streamlining the document to ensure duplication is minimised.

This was agreed by the group.

#### **4. Task List from previous meeting**

JW updated the Group on the Statement of Common Ground. JW thanked the group for feedback provided on the draft SoCG presented at the DtC Group meeting on 27<sup>th</sup> March 2018. These comments were incorporated into an updated draft SoCG which was taken to the Leeds City Region Heads of Planning meeting on 27<sup>th</sup> April 2018. Further comments were received and the Combined Authority is currently considering how to progress this, which may include reducing its scope. This Group will be kept updated as to its progress.

CS requested that any information produced by the WYCA regarding the SoCG would be shared with NYCC authorities. JW informed the group that Mark Rushworth was in regular communication regarding the SoCG but he would ensure that the information gets disseminated more widely.

Task 1: JW to ensure that information regarding the SoCG is shared with the North Yorkshire authorities who were members of the group.

All other tasks where duly noted.

#### **5. Leeds Core Strategy Selective Review**

Robin Coghlan of LCC reminded the Group of the Core Strategy Selective Review and that the Group had previously seen and commented on the duty to cooperate issues as the preparation of the CSSR had plan progressed. Now that the CSSR is being prepared for submission, LCC had circulated on 9<sup>th</sup> May 2018 a Draft DtC Background Paper to all the Leeds City Region local authorities and all DtC Statutory Bodies for comment. The Paper had been recirculated for this meeting.

Robin re-capped on the issues raised and conclusions reached in the DtC Table that forms part of the background paper. Following the format previously agreed, issue conclusions could be A (no longer an issue of material significance), B (differences remain for examination) or C (satisfactory mitigation measures are agreed). Issues concerning Leeds' housing requirement and distribution of dwellings were rated as "C" conclusions with mitigation to continue monitoring employment growth and commuting ratios and to continue the DtC arrangements, including for site allocations plans. All the remaining issues were rated as "A" conclusions raising no concerns.

Robin thanked the authorities who had already responded and asked whether the authorities represented at the meeting had any concerns. All authorities confirmed they were satisfied with the conclusions reached by Leeds.

The item raised a related question of the status of the body "Transport for the North" and how they should be involved in the LCRSPDtC Group.

#### **6. Circulation List**

After discussion the following people are to be removed from the circulation list to avoid duplication.

Selby	Clare Dickinson	to be deleted
	Helen Gregory	to be deleted
WYCA	Justin Wilson	to be deleted
York	Martin Grainger	to be deleted
HE	Paula Bedford	to be deleted
	Simon Brown	to be deleted

It was agreed that AKS would seek further clarification from North Yorkshire and from Kirklees

Task 2: AKS to confirm removals from the circulation list following clarification from North Yorkshire and Kirklees.

## 7. Any Other Business

AH stated that Barnsley had completed the hearings on their local plan in April and were now awaiting the inspectors report.

AH raised concerns about authorities capitalising on the proposed HS2 through Highways England (HE) involvement at an early stage. Specifically he asked HE how they were responding to this. HE did outline some successes in the North East but a) discussed specific issue after the meeting b) identified a specific person at HE that could be a useful contact.

WYCA gave an update on the Leeds City Region Infrastructure Map. JW informed the Group that a test version of the LCR Infrastructure Map has been sent to a named contact at each Local Authority within the City Region. Once the four week testing stage has been completed (4<sup>th</sup> June 2018), any identified issues will be rectified and the map will be launched on the LCR website. Please see below list of all named contacts at each LPA:

Barnsley	Emma Coveney
North Yorkshire	Rachel Pillar
Wakefield	Karen Martin
Calderdale	Philip Dawes
Craven	Ruth Parker
Harrogate	Tracey Rathmell
Kirklees	Richard Hollinson
Leeds	Neil Webber
Selby	Ryan King
Bradford	Julian Jackson
York	Alison Cooke

SJ and SB gave an update from the Highways England (HE).

Highways England continues to work through the Local Plan consultations with each Authority – identifying sites of particular interest to ourselves with regard to the continued safe operation of the Strategic Road Network, and how they can be mitigated for. Most recently the focus of these discussions with authorities has centred on those proposing new 'Broad Areas of Search' and the announcements last year in autumn from CLG around housing numbers being raised/lowered.

Highways England continues to be represented regionally at all major stakeholder meetings, myself being the single point of contact on all forum levels from Heads of Planning, Directors of Development, LEP/WYCA, cross boundary, TfN, HS2 and associated meetings where the Secretary of State for Transport's interests are to be represented. Whilst not all the messages I bring to those forums may filter down to officers through their hierarchies, I am more than happy to always be contacted

directly to discuss any aspect of the SRN in West and North Yorkshire. For the Humberside and the South of the Region, all similar enquiries can be passed directly to my co-colleague Daniel Sheppard who can be contacted via Daniel.sheppard@highwaysengland.co.uk (who sits on the same forums in the Humberside/South of the region)

From a regional perspective, Highways England are represented in regards to HS2 matters of planning by myself in regards to the planned station in Leeds, and Daniel (as above) for Sheffield/South of the region. Whilst our primary focus remains the impact of the stations and the associated traffic generation these will bring for the region on the SRN, there is a national team at Highways England who are engaged with HS2 and TfN on wider strategic route related issues, and should anyone in this forum have a related HS2 question either myself or Dan will be happy to discuss this and if necessary put you in touch with the right contact at HE or through TfN or WYCA.

AKS requested ideas for suture items and/or presentations

Idea	Comment and/or Task
A presentation on HS2 and what it means for the regions with regard to Local Plan making.	Broadly supported by the group.  Task 3: AKS to contact to contact Steve Heckley at WYCA
A presentation (possibly single issue) to discuss the Objectively Assessed Need (OAN) and the approaches authorities are taking with particular regard to the new NPPF.	Presentation by Arc4/Edge?  Progress after the release of the NPPF
A presentation by WYCA on the Statement of Common ground in light of the NPPF.	Task 4: AKS to progress with WYCA. Likely to be after the release of the NPPF
Understanding community Led housing.	Jo Lavis is currently preparing a Guide to Community Led Housing for planners. Her website has all her details on it at <a href="http://www.ruralhousingsolutions.co.uk/">http://www.ruralhousingsolutions.co.uk/</a> She recently presented at the North Yorkshire Development Plans Forum on the same subject.  Task 5: CS to send details to AKS
An exploration of Viability in light of the proposed changes in the NPPF	Progress after the release of the NPPF
Housing Delivery Action Plans	Progress after the release of the NPPF

Task 6: AKS to take note of the proposals attached to the proposed NPPF and raise at the next meeting.

**8. Date of Next Meeting**

31<sup>st</sup> July 2018

Merrion House – Suite Room 4

<b>Task List</b>			
<b>Task 1</b>	JW to ensure that information regarding the SoCG is shared with the North Yorkshire authorities who were members of the group	JW	On-Going
<b>Task 2</b>	AKS to confirm removals from the circulation list following clarification from North Yorkshire and Kirklees.	AKS	On-Going
<b>Task 3</b>	AKS to contact to contact Steve Heckley at WYCA regarding presentation on HS2	AKS	On-Going
<b>Task 4</b>	A presentation from WYCA on the SOCG.AKS to progress with WYCA. Likely to be after the release of the NPPF	AKS/JW	On-Going
<b>Task 5</b>	CS to send details of designer of Tool Kit for community led housing for presentation.	AKS/CS	On-Going
<b>Task 6</b>	AKS to take note of the proposals attached to the proposed NPPF and raise at the next meeting.	AKS	On-Going