



Notice of meeting of

Local Development Framework Working Group

- To:** Councillors Steve Galloway (Chair), Potter (Vice-Chair), Ayre, D'Agorne, Merrett, Moore, Reid, Simpson-Laing, R Watson and Watt
- Date:** Tuesday, 4 November 2008
- Time:** 4.30 pm
- Venue:** The Guildhall

AGENDA

1. **Declarations of Interest**

At this point, members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

2. **Minutes** (Pages 3 - 6)

To approve and sign the minutes of the meeting of the Local Development Framework Working Group held on 4 August 2008.

3. **Public Participation**

At this point in the meeting, members of the public who have registered their wish to speak, regarding an item on the agenda or an issue within the remit of the Working Group, may do so. The deadline for registering is 5.00 pm on Monday 3rd November 2008.

4. **City of York Council –Changes to PPS12 and a Revised Local Development Scheme** (Pages 7 - 54)

This report advises Members on the production of a revised Local Development Scheme (LDS) for the City as required under the Planning & Compulsory Purchase Act (2004). The LDS is effectively the project plan for the delivery of the Local

Development Framework. The report outlines the implications arising from the changes to Government Guidance (PPS12), the formal requirements relating to the production of an LDS, and financial implications.

5. Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officers:

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City of York Council

Committee Minutes

MEETING	LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP
DATE	4 AUGUST 2008
PRESENT	COUNCILLORS STEVE GALLOWAY (CHAIR), POTTER (VICE-CHAIR), AYRE, MERRETT, MOORE, REID, SIMPSON-LAING, R WATSON, WATT AND TAYLOR (SUBSTITUTE)
APOLOGIES	COUNCILLOR D'AGORNE

10. DECLARATIONS OF INTEREST

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda. No interests were declared.

11. MINUTES

RESOLVED: That the minutes of the meeting of the Local Development Framework Working Group held on 15 July 2008 be approved and signed by the Chair as a correct record.

12. PUBLIC PARTICIPATION

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme.

Mark Waters addressed the meeting, on behalf of the Friends of Osbaldwick Meadows. He expressed the view that the Derwenthorpe development had caused a massive shortfall in green open space in the urban east side of York, particularly in Osbaldwick Ward, and asked what the Council proposed to do to alleviate this shortfall.

13. OPEN SPACE, SPORT AND RECREATION STUDY

Members considered a report which sought approval to publish the full 'Open Space, Sport and Recreation Study' as part of the Local Development Framework (LDF) evidence base. The Study had been made available to view on-line and printed copies, including large scale maps, had been circulated to Members.

The Study, produced in accordance with Planning Policy Guidance note 17 (PPG 17) and its companion guide, assessed open spaces of public value which offered important opportunities for sport and recreation. A previous version had been considered by the LDF Working Group on 8 January

2008, when a decision had been deferred pending further work to analyse area boundaries and consult on potential additional sites for inclusion in the Study. This work had now been concluded and 68 additional sites had been included in the revised Study, together with a reconsideration of the standards. . The revised version also addressed concerns raised by Members on 8 January with regard to 'Accessible Countryside', green corridors and setting local quantity standards.

Three options were presented for Members' consideration:

Option 1 – recommend approval of the Study for publication as part of the LDF evidence base;

Option 2- seek amendments to the Study prior to publication;

Option 3- request further work from Officers.

Members also received a presentation from PMP, the consultants who had produced the Study, reminding them of the purpose of PPG17 and outlining the methodology following during the assessment and the key findings resulting from this process.

Following questions and a full debate, the following recommendations and comments were agreed (by reference to the headings in the Executive Summary of the Study document and to the document appendices):

- a) **Current position** (p.ii):
 - should take into account the low satisfaction levels expressed by residents in some areas regarding the quantity of local parks;
 - needs to clarify that the standards do not preclude additional provision in the future in areas where further development occurs;
 - should consider whether all of the areas classified as 'amenity green spaces' are in fact usable as such - Officers should review previous Member comments and, in some cases, review sites.
- b) **Access** (p.vi):
 - should take account of the fact that sites within the City Centre sites are accessible to those working as well as residing there.
 - the issue of 'financial accessibility' - not just distance - when setting local standards was noted;
 - the word 'areas' should be removed from the 3rd bullet point.
- c) **Quantity** (p.vi, 1st bullet point):
 - amend to reflect the actual levels of satisfaction with parks expressed by residents, as previously highlighted (see 'a' above).
- d) **Parks and gardens** (p.viii, 6th bullet point):
 - query whether the upgrading of amenity green spaces would meet the need for parks in urban areas as suggested (the issue of size was highlighted), and what is meant by the 'Acomb and Woodthorpe area' – i.e. does it refer to wards or another type of geographical area?
- e) **Amenity green space** (p.ix):
 - re-phrase 2nd bullet point to remove the inference that additional green space provision in the City Centre will not be considered;

- re-phrase 5th bullet point to remove the inference that green space provision will only be protected in certain areas.
 - recommendation AGS3 (page 89) should refer to Heworth Without, given the reference in Figure 6.5.
- f) **Provision for children** (p.x):
- should take account of the need for 'buffer' zones of amenity space between play facilities and residential areas;
 - re the 3rd bullet point, any decision to remove play facilities should be taken by the local community, not imposed from above.
 - the reference to Dringhouses being an area where rationalisation should be appropriate was questioned;
 - re the 5th bullet point, terraced urban areas such as South Bank should also be considered for the provision of new facilities.
- g) **Provision for teenagers** (p.x):
- re bullet point 3, smaller local parks may be unsuitable for such provision, due to the risk of major 'neighbour' issues;
 - future implementation of this study should involve teenagers in identifying 'need' and appropriate facilities and locations.
- h) **Outdoor sports facilities** (p.xi):
- should reflect both the club-based analysis and the spatial analysis carried out by PMP - some club based needs have not been picked up, e.g. some clubs having to travel far to access pitches;
 - 2nd bullet point should include Holgate and other urban areas where demand for pitches has been expressed;
 - Officers to check whether a survey has been carried out to determine the needs of schools without sports pitches, and if necessary produce a further report for the LDG WG in due course;
 - the recommended standard should be amended to reflect Members' view that the standard for accessing synthetic pitches should be based on travel by public transport, cycling and walking.
- i) **Allotments** (p.xi) (3rd bullet point)
- query re the inclusion of Wheldrake, due to additional facilities already being provided.
- j) **Green corridors** (p.xii):
- the timescales for the green infrastructure work were highlighted and it was clarified that this work would go beyond the planning remit.
- k) **Appendix D** – there are a number of errors in the table including open space being labelled in the wrong wards. The table needs to be recirculated and sorted alphabetically by ward.
- l) **Appendix K**- the population figures for Heworth/Heworth Without appear the same; this needs to be amended.
- m) **Public participation** - with regard to the comments made under Public Participation, it was noted that the standards applied to the Derwenthorpe development were higher than those contained in the Local Plan, resulting in a significant contribution to open space needs in that part of York, and the Council's approach had been praised by the Planning Inspector.

n) **General:**

- where names are used for areas it must be clear whether they refer to wards or neighbourhoods.
- the boundaries of open spaces need to be checked e.g. Rawcliffe/Cliton Ings
- a clear definition of the typologies is needed, specifically the difference between 'natural/semi natural' and 'accessible countryside'.

RESOLVED: (i) That Officers prepare a revised version of Annex D (the site assessment scores), incorporating the amendments highlighted at this meeting and the meeting in January, and circulate it to Members by e-mail for them to raise any further comments, in writing, within the next two weeks.¹

REASON: To enable any further errors to be corrected prior to approval of the final Study document.

(ii) That, in accordance with Option 2, the Open Space, Sport and Recreation Study be recommended for publication as part of the LDF evidence base, subject to Resolution (i) and subject to the recommendations and comments of the Working Group, as set out above.²

REASON: So that the Study can be used as part of the LDF evidence base and to avoid further delays to the production of the Core Strategy.

(iii) That authority be delegated to the Director of City Strategy, in consultation with the Executive Member and Shadow Executive Member for City Strategy, to make any incidental changes to the Study arising from the recommendations of the Working Group, prior to its publication.³

REASON: So that the recommended changes can be incorporated.

(iv) That Consultants and Officers be thanked for the hard work they have put into producing the Study document.

Action Required

1. Prepare and circulate amended site assessment scores. JB
3. Make changes as agreed. JB

Cllr S F Galloway, Chair

[The meeting started at 4.30 pm and finished at 6.15 pm].



Local Development Framework Working Group**4th November 2008**

Report of the Director of City Strategy

City of York Council –Changes to PPS12 and a Revised Local Development Scheme**Summary**

1. This report advises Members on the production of a revised Local Development Scheme (LDS) for the City as required under the Planning & Compulsory Purchase Act (2004). The LDS is effectively the project plan for the delivery of the Local Development Framework. The report outlines the implications arising from the changes to Government Guidance (PPS12), the formal requirements relating to the production of an LDS, and financial implications. A draft of the LDS is attached as Annex A to the report and for the purposes of comparison the last timetable provided for Members is attached as Annex B. Members are asked to approve this document for formal submission to the Government Office for Yorkshire and the Humber.

Background

2. The Planning and Compulsory Purchase Act (2004) requires local authorities to produce and publish a project plan for the production of the Local Development Framework (LDF) known as the Local Development Scheme (LDS). It is important that the LDS is revised periodically to reflect changes to the LDF program. This project plan must be approved by Government Office prior to publication. Progress against the key milestones in the LDS will be one factor considered in the future awarding of the Housing and Planning Delivery Grant.
3. Guidance indicates that the LDS should look forward three years, and it should cover all aspects appropriate to the progression of the LDF. This includes the establishment of the evidence base, information on which development plan documents will be taken forward, resource implications and reporting structures.
4. The LDS comes into effect four weeks after being submitted to Government Office unless Government Office intervenes during this period or requests more time. It is possible that Government Office may request changes to an authority's LDS to take account of issues such as the ability of the Planning Inspectorate to resource specific Public Inquiries.

Changes to PPS 12

5. Government guidance relating to the production of development plans is contained in PPS12. This document was revised and re published in June 2008 incorporating a number of key changes that are now reflected in the revised LDF program. Given this document's critical importance to the LDS a summary of the key changes is provided below.
6. The revised PPS is much shorter than the previous PPS12 and concentrates on more general advice about the nature and content of Core Strategies and other parts of the LDF. More detailed guidance is contained within the on-line 'Plan-Making Manual'. Overall the guidance is less detailed and prescriptive than previously. While this is an advantage in some ways, the requirement for documents to be 'sound' remains and it is now more open to interpretation what is required to achieve soundness. This could be problematic if the interpretation taken by the Planning Inspectorate (who test documents for soundness) is different from, or not communicated to, the local authorities.
7. The PPS confirms that all local planning authorities are expected to produce Core Strategies, setting out the vision for the area, the key issues to be addressed, a delivery strategy and measures for managing and monitoring the strategy. Core Strategies should have a time horizon of at least 15 years from the date of adoption.
8. The guidance highlights that Core Strategies can now allocate 'strategic sites', which are those considered central to achievement of the strategy. However, it warns that progress should not be held up by including non-strategic sites. There is an emphasis on infrastructure delivery and a requirement that Core Strategies are supported by evidence of the infrastructure needed and how/when it will be provided.
9. A key change involves dropping the 'Issues and Options' and 'Preferred Options' as formal stages and requiring consultation before rather than after submission. There are now 4 basic stages of production detailed below.
 - (i) Consultation stages leading to production of the DPD. This would include the consultations previously required under the 'issues and options', and 'preferred options' stages. These stages are not named as requirements in the revised PPS, and are all non-statutory or informal consultation stages, but there is a requirement for engagement with stakeholders, consultation on the matters to be included in the DPD, an adequate evidence base, and consideration of reasonable alternatives. Consultation should be proportionate to the document being produced;
 - (ii) The 'Proposed Submission' is the stage at which the authority publishes the DPD in the form that it proposes to submit it to the Secretary of State, for the purpose of seeking representations on the document prior to submission. At this stage the authority must be satisfied that the document is sound and ready for submission. Consultation must be 'at least 6 weeks' rather than precisely 6 weeks as previously required. The Guidance suggests the purpose of publication is to gather representations on the soundness of the document, rather than an additional stage of public participation or

consultation, although the Regulations themselves do not appear to be so restrictive.

(iii) Submission of the DPD to the Secretary of State. There is uncertainty about how much (if anything) can be changed following consultation on the proposed submission DPD if it is to be progressed to inquiry. Potentially any significant changes would require withdrawal of the document and further full consultation on an alternative. However, for minor changes it may be possible to limit consultation just to the element that has changed. Once the document is submitted the examination process starts, leading to a binding Inspector's Report.

(iv) Adoption of the DPD. The Inspector's Report is binding so if the authority wants to progress the DPD it has to adopt it including the modifications recommended by the Inspector. There is still the possibility that an Inspector could find a DPD 'unsound'.

10. Table 1 below compares the original Core Strategy process with the revised process now set out in PPS12. This highlights in particular the reduction in statutory consultation stages.

Table 1: PPS 12 Changes to Process

Original Core Strategy Process	Revised Core Strategy Process
Pre-Production Stages (including informal Front-Loading)	Production & Preparation (including informal consultation) [New Regulation 25]
Issues & Options (Informal Consultation)	
Preferred Options (Statutory Consultation)	
Submission Stage (Including Statutory Consultation)	Publication (Statutory Consultation [New Regulations 27, 28 and 29])
	Submission Stage (Notification) [Section 20 of Act and New Regulation 30]
Public Examination	Public Examination
Adoption	Adoption

11. The 'tests of soundness' previously included in PPS12 are replaced with a requirement for plans to be 'justified', 'effective' and 'consistent with national policy'. The 'justified' requirement covers the need for a robust evidence base and consideration of alternatives. The 'effective' requirement means that documents must be deliverable, flexible and able to be monitored. In addition, there are legal requirements such as compliance with the Statement of Community Involvement, undertaking a sustainability appraisal and having regard to the Sustainable Community Strategy.

12. Section 5 of PPS12 deals with other Development Plan Documents (DPDs). These should follow the same procedures as Core Strategies, but the PPS sets out a number of issues which authorities should consider when deciding whether to produce DPDs which are additional to the Core Strategy. These include matters such as the coverage of the Regional Spatial Strategy or Core Strategy, infrastructure requirements, environmental pressures, and resources. It is emphasised that non-Core Strategy documents should not be used to take the place of the Core Strategy – “it is the Core Strategy which should make clear spatial choices about where development should go”.
13. Section 6 deals with Supplementary Planning Documents (SPDs), for example Village Design Statements and development briefs. It is emphasised that these should not be prepared with the aim of avoiding the need for an independent examination of a policy which should be examined. The role of local communities in preparing SPD is acknowledged. Supplementary guidance may also be produced by a Regional Planning Body, government agency or County Council to cover areas larger than individual Districts, but it would not be SPD. However such guidance could be given similar weight to SPDs especially if it is endorsed by the relevant local planning authority.

Key Components of LDS

14. The proposed LDS, attached as Annex A to this report, covers six key areas each of which is detailed below:
 - i. Introduction – highlights the requirements of the new system and the authority’s current position;
 - ii. Programme & Contents – covers the process of adopting development planning documents under the new planning system and highlights those that the Council intends to prepare over the next three years. This includes revised timelines for the documents currently under production.
 - iii. Annual Monitoring Report
 - iv. Sustainability Appraisal & Strategic Environmental Assessment
 - v. Existing Council Strategies
 - vi. Resources

Options

15. Members have two options relating to the proposed LDS:

Option 1: To approve the LDS as drafted by Officers, attached as Annex A, for submission to Government Office for Yorkshire and the Humber.

Option 2: To seek amendments to the LDS through the recommendations of the Working Group or alternatively request that Officers prepare an alternative project plan.

Analysis

16. In the Local Development Scheme submitted to Government Office in March 2007 we committed to developing the following documents by 2010:
 - Core Strategy;
 - Allocations DPD;
 - York Northwest Area Action Plan;
 - City Centre Area Action Plan; and
 - The Statement of Community Involvement.
17. As Members are aware the Statement of Community Involvement has been subject to the Inquiry process deemed 'sound' and formally adopted. In addition the Core Strategy, Allocations DPD, The City Centre and the York Northwest Area Action Plans have all being subject to Issues & Options consultations and are now being progressed to the next stage of production. Against a national picture of delay and whilst dealing with some difficult planning issues we feel that we are making good progress. Notwithstanding this the revised LDS does include some changes in the program. This arises in part from the changes to PPS 12 highlighted above and from some delays in document production which is explained in more detail below. It should be noted however that the proposed overall timetable is not significantly different to the current LDS approved in 2007 or the update provided to Members earlier this year with all documents due to be adopted by 2010.
18. With regard to the production of the Core Strategy this process was deliberately delayed by three months in the Summer of 2007 to allow for joint public consultation with the Sustainable Community Strategy. This was done to accord with best practice and government guidance and also to avoid public confusion which would a risen from the two similar consultations being carried out close together. It should be noted that when the original LDS was prepared in late 2006/ early 2007 the exact timetable for the city wide consultation on the Sustainable Community Strategy was unknown. The joint LDF Core Strategy/Community Strategy consultation - the Festival of Ideas 2 - was very successful with over 2300 people responding. We are presently working on the equivalent to a preferred options document which will be reported to Members in December and published for consultation in January. This is considered necessary to provide full understanding of the proposed approach.
19. With regard to changes to other elements of the program, including any delays in the program, this is essentially the result of the considerable amount of evidence base work we have undertaken. As you would expect we have been closely monitoring the progression of other plans particularly within the region and nationally. This has underlined the need for a robust evidence base to support any approach and led both to a requirement for further evidence base work and in some case a different approach to be taken.
20. As Members are aware a range of major studies have been completed since the last LDS was approved: Strategic Flood Risk Assessment; Strategic Housing Market Assessment; Strategic Housing Land Availability

Assessment (Stage 1); Employment Land Review (Stage 1); Open space study (Stage 1) and a city wide retail study. In addition work relating the Open space study (Stage 2), Employment Land Review (Stage 2), detailed consideration of the retail implications of the York Northwest site, and the Strategic Housing Land Availability Assessment (Stage 2) will be completed shortly. Work relating to the following areas is also underway: nature conservation sites, green infrastructure, infrastructure provision and detailed conservation character appraisal work for the City Centre. It is expected that all this work will be substantially complete by the end of this calendar year and ready to support the Submission draft Core Strategy as per the revised timetable.

21. As indicated above good progress has been made in developing our LDF, against a national picture of some significant delays. It is considered that the program outlined in the revised LDS (Annex A) will ensure that the City has a Core Strategy, Allocations DPD, SCI and two Area Action Plans in place before the end of 2010.

Corporate Priorities

22. The revised LDS supports the following Corporate Strategy Priorities:
- Decrease the tonnage of biodegradable waste and recyclable products going to landfill
 - Increase the use of public and other environmentally friendly modes of transport
 - Improve the actual and perceived condition and appearance of city's streets, housing estates and publicly accessible spaces
 - Increase people's skills and knowledge to improve future employment prospects
 - Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest
 - Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city
 - Improve the quality and availability of decent affordable homes in the city
 - Improve the economic prosperity of the people of York with a focus on minimising income differentials
 - Reduce the environmental impact of council activities and encourage, empower and promote others to do the same

Implications

23. Implications are as listed below:
- **Financial:** Members have agreed funding of £227k in 2008/09 and £224k in 2009/10 to complete the Local Development Framework. It is currently anticipated that expenditure can be contained within the budget over the two years however this is unlikely to result in a

completed document. Additional resources if required for 2010/11 will need to be considered as part of future budget rounds to complete the project.

- **Human Resources (HR):** There are no HR implications.
- **Equalities:** There are no Equalities implications.
- **Legal:** As work on the LDF progresses legal advice will be sought to ensure the document under production is both procedurally and technically sound.
- **Crime and Disorder:** There are no Crime and Disorder implications.
- **Information Technology (IT):** There are no IT implications.
- **Property:** There are no property implications.
- **Other:** There are no other known implications.

Risk Management

24. Potential risks to the delivery of the programme are highlighted in Table 1 of the LDS document itself along with potential mitigating actions.

Recommendations

25. That Members recommend to the Executive that it:

- (i) approves, subject to the recommendations of this working group, the proposed Local Development Scheme included as Annex A to this report, for formal submission to Government Office for Yorkshire and the Humber;

Reason: So that the Local Development Scheme can be submitted to Government Office for Yorkshire and the Humber.

- (ii) delegate to the Director of City Strategy in consultation with the Executive Member for City Strategy, the making of any other necessary changes arising from either the recommendation of the LDF Working Group or Executive, prior to its submission to Government Office; and

Reason: So that any recommended changes can be incorporated into the Local Development Scheme prior to its formal submission to Government Office.

- (iii) delegate to the Director of City Strategy in consultation with the Executive Member for City Strategy the making of any changes arising from comments made by Government Office or the Planning Inspectorate following formal submission.

Reason: So that any comments made by Government Office or the Planning Inspectorate can be incorporated into the Local Development Scheme.

Contact Details

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**Report
Approved**



Date 23/10/08

Specialist Implications Officer(s)

Financial
Patrick Looker
Finance Manager
Tel: 551633

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

None

Annex A: City of York Council Draft Local Development Scheme

Annex B: Previous Timetable (June 2008)



City of York

LDF

Local
Development
Framework

DRAFT
Local
Development
Scheme

November 2008

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1. Introduction and Context

The Local Development Framework

- 1.1 In September 2004 the Planning and Compulsory Purchase Act (The Act) introduced a new planning system. For local authorities such as York the new system introduced a range of planning documents collectively known as the Local Development Framework (LDF).
- 1.2 The Act requires Local Authorities to prepare and maintain a Local Development Scheme (LDS) which is the project plan that explains the documents that the Council will prepare as part of its LDF over the next three years. It also sets out the resources that will be required and the timetable for each document.
- 1.3 This LDS takes into account the changes introduced by the revised PPS12 which was published in June 2008. The main changes are firstly, that the two options stages (Issues and Options and Preferred Options) have now been replaced by a single requirement to consult in the preparation of the document and secondly, that formal consultation now occurs prior to submission of the document to the Secretary of State.

Purpose and Content of the Local Development Scheme

- 1.4 This document is the Council's Scheme for 2008 to 2011. Its main purposes are:
 - to inform the community and other partners of the Local Development Documents (LDDs) that will make up the LDF for the area and the timescales they can expect for their preparation; and
 - to establish the Council's priorities for the preparation of LDDs and their associated work programmes, including in relation to budgeting and resources.

The Present Development Plan for the City of York

Strategic Planning Guidance

- 1.5 The Yorkshire and Humber Plan: Regional Spatial Strategy (RSS) to 2026 was adopted in May 2008. It constitutes the formally approved development plan covering the City of York area and should be used in the assessment of planning applications.

Locally

- 1.6 In November 1999 a public inquiry opened to examine objections to the City of York Local Plan. One of the first issues to be considered by the independently appointed Government Inspector was the York Green Belt. In January 2000 he published his provisional views, which made it clear that the Plan should seek to adopt a permanent Green Belt. This differed to the approach advocated by the Council which involved initially designating an interim Green Belt whose boundaries would endure only for the life time of the Local Plan i.e. until 2006. Taking its lead from the inspector, in February 2000, the Council suspended the inquiry and officers began a Green Belt Review, which led to the Third Set of Changes to the Plan.
- 1.7 The consultation on the Third Set of Changes was held in February and March 2003. The Council received over thirteen thousand representations. This led to the production of a Fourth Set of Changes to the plan. The Local Plan up to and including the Fourth Set of Changes stages has been approved for Development Control purposes by the Council. Although this document does not have full Development Plan status as it has not been through the Inquiry process, it is considered to be an important material consideration in the assessment of planning applications. This document will be used for the purposes of Development Control until such time as it is superseded by elements of the LDF.
- 1.8 In addition to the draft Local Plan the Council has produced and is producing a range of draft supplementary planning documents to support policies included in the draft Local Plan up to and including the Fourth Set of Changes as approved by the Council for Development Control purposes (see Annex C). These documents are considered to be material considerations in terms of determining planning applications and will continue to be used by the Authority until such time as they are superseded.

Further Information

- 1.9 A glossary of terms is provided in Annex E. Further general information about the LDF can be obtained from the Council's web page at www.york.gov.uk or the Planning Portal Website (the government's online service for planning) at www.planningportal.gov.uk.

If you would like to discuss this document or the LDF more generally please contact:

Forward Planning Team

City Development

City of York Council

9 St. Leonard's Place

York YO1 7ET

Telephone (01904) 551466

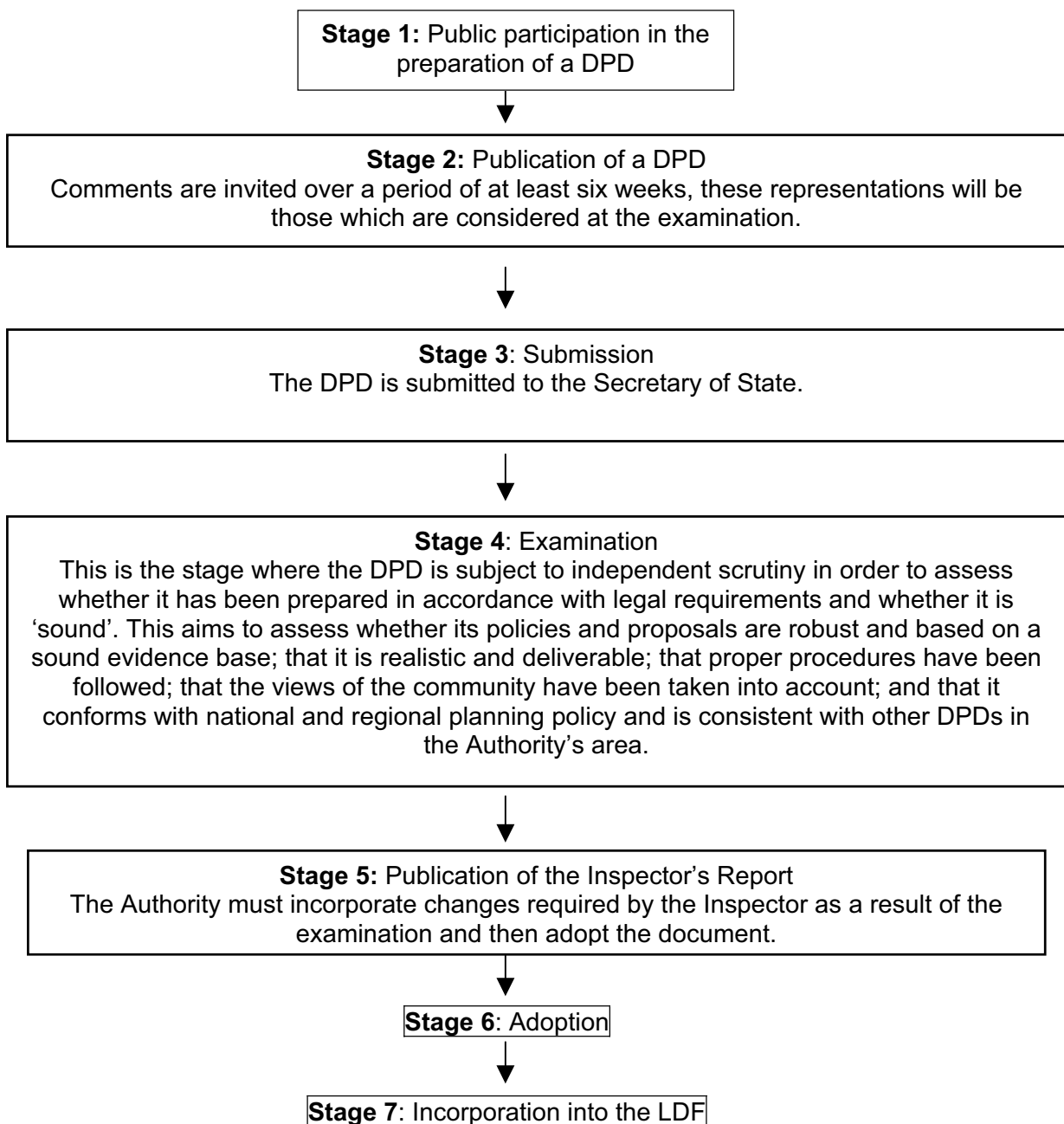
Email citydevelopment@york.gov.uk

2. Programme & Content

Process

- 2.1 The process for the production of Development Plan Documents (DPDs) that will form the LDF for the City is described in Figure 1 below.

Figure 1: Preparation of Development Plan Documents (DPDs)



Local Development Documents

Progress to Date

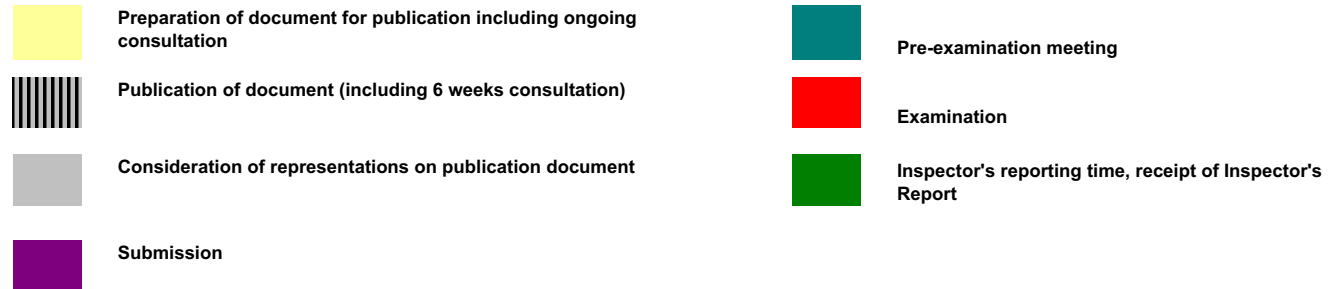
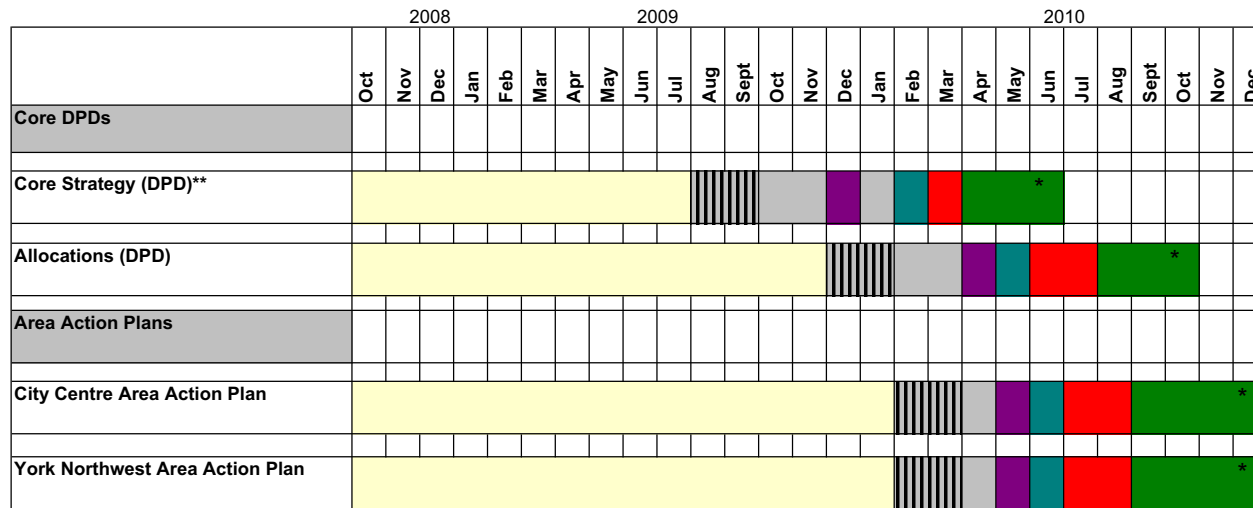
- 2.2 Since the last LDS was produced in 2007, work has continued on the production of the Core Strategy, Statement of Community Involvement (SCI), Allocations DPD, York Northwest Area Action Plan (AAP) and the City Centre AAP. In terms of the Core Strategy, a second Issues and Options paper was prepared and consultation was undertaken on this in Autumn 2007. Issues and Options consultation has been undertaken on the Allocations DPD (Spring 2008), the York Northwest AAP (Winter 2007/2008) and the City Centre Area Action Plan (Summer 2008).
- 2.3 The SCI was adopted in December 2007. It sets out the Council's proposals for how the community will be involved in the production of planning documents and through consultation on planning applications.

Current Documents

- 2.4 Over the next 3 years the following documents will be adopted:
- Core Strategy DPD
 - Allocations DPD
 - City Centre AAP
 - York Northwest AAP

The indicative timescales for the above documents are set out in Figure 2. Detailed information on the contents of the various LDDs identified in this section is provided in Annex A.

Figure 2: LDF Work Programme - DPDs and Area Action Plan



*Formal adoption will follow the committee process

** A range of SPDs will be produced to support the policies of the Core Strategy. These are set out in Annex C.

Figure 2: LDF Work Programme - Completing the Evidence Base

Work is underway on the following evidence base studies:

	2008			2009												2010									
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct
Evidence Base																									
Strategic Housing Land Availability Assessment (Phase 2)	█	█																							
Employment Land Review (Stage 2)	█	█																							
York Central Retail Study	█	█																							
Central Historic Core Conservation Area Appraisal	█	█	█	█	█	█	█																		
Biodiversity Audit - SINC Review	█	█	█																						
Biodiversity Action Plan (BAP)	█	█	█																						
Historic Landscape Character Assessment	█	█	█	█																					

Evidence Base

- 2.5 A key feature of the LDF is that its policies and proposals are soundly based on up-to-date and reliable evidence. A robust evidence base is therefore required in order to inform content and direction. This evidence base will also provide vital information for its subsequent monitoring and review.
- 2.6 The existing evidence base includes:
- City of York Biodiversity Audit (1996), Martin Hammond and City of York Council (CYC).
 - York Landscape Appraisal (1996), ECUS for CYC.
 - City of York Local Plan: The Approach to the Green Belt Appraisal (2003), CYC.
 - Travel to Work Topic Report – District Level (2005), CYC.
 - Employment Land Review (Stage 1) (2007), SQW for CYC.
 - Strategic Flood Risk Assessment (2007), CYC.
 - Strategic Housing Market Assessment (2007), Fordham Research for CYC.
 - Strategic Housing Land Availability Assessment (Phase 1) (2008), CYC.
 - City of York Retail Study (2008), GVA Grimley for CYC.
 - Open Space, Sport and Recreation Study (2008), PMP for CYC.
- 2.7 In addition to the existing evidence base we are also working on an emerging evidence base, the timetable for which is detailed in figure 2. These studies include:
- Strategic Housing Land Availability Assessment (Phase 2);
 - Employment Land Review (Stage 2);
 - York Central Retail Study;
 - Central Historic Core Conservation Area Appraisal;
 - Biodiversity Audit - SINC Review (Sites of Importance for Nature Conservation);
 - Biodiversity Action Plan (BAP); and
 - Historic Landscape Character Assessment.
- 2.8 Annex B provides further information on the existing and emergent evidence base and ongoing studies. As the LDF progresses, we will consider whether any further work or specialist studies are needed to develop or supplement this evidence base. This will be considered when preparing any LDDs and as part of the annual monitoring process. Consultants will be employed where the information required is of a specialist nature or the time needed to undertake the research is not available in-house.

Risk Analysis

- 2.9 An assessment has been undertaken to identify key risks to the programme, these are outlined in Table 1 below along with potential mitigating actions.

Table 1: Risk Analysis

Risk	Impact L/M/H	Probability L/M/H	Mitigating Actions
Staff turnover	H	M	The potential loss of a team member could have a significant impact upon LDF delivery. To address this risk contingencies are in place (such as the redeployment of internal resources to cover a shortfall or use of 'agency' staff) to enable continuity in the programme in the event of a staff member leaving the employment of the Council.
New PPS's or RSS published that changes national or regional policies and guidance.	H	M	Ensure that the LDF team is fully aware of emerging national and regional context and responds to changes early.
Change in the local political agenda.	H	M	Cross party LDF Member Working Party to provide ownership and feedback into the process. Officers will have a greater awareness of potential issues and will be able to respond accordingly.
Objections	H	M	Whilst the SCI sets out the overall engagement strategy with all interested parties, it is likely that there will remain some interests whose case will need to be considered at Inquiry. However this will not be known until the DPD is published and formally consulted on. Notwithstanding this, the front-loading of engagement with interested parties will seek to overcome as many objections as possible prior to the examination stage, where the most significant slippage in preparation may occur.
Capacity of Planning Inspectorate (PINS) to accommodate	H	M	The capacity of PINS is not something that the Council can directly influence.

Risk	Impact L/M/H	Probability L/M/H	Mitigating Actions
an as yet unknown level of nationwide demand.			
Soundness of DPDs	H	L	Dialogue with Government Office and PINS at all key stages in the process will seek to minimise the risk. Issues and concerns would then be addressed in a timely manner.
Legal challenge	H	L	All DPDs will be prepared upon a robust evidence base subject to a sustainability appraisal, and involve engagement with all interested parties. The Self-Assessment Soundness Toolkit produced by the Planning Advisory Service will be used.

3. Annual Monitoring Report

- 3.1 The Council is required to annually monitor the effectiveness of its policies and progress on the production of its LDF. As a part of this process it will prepare an Annual Monitoring Report (AMR) before 31st December each year that will cover the previous financial year (1 April to 31 March).
- 3.2 AMRs have been prepared and submitted to Government Office covering the time periods 2005/06 and 2006/07. Both are available to view on the Council's webpage www.york.gov.uk or from the Council's City Development -Forward Planning Team (please see contact details in section 1).
- 3.3 The AMR includes:
- national core indicators and locally devised indicators, which monitor the effectiveness of current planning policies. Future AMRs will also suggest actions to address any issues highlighted (but will not itself amend or revise policies);
 - an assessment of the progress made by the Council with regards to the LDF. This includes a review of the documents produced and ongoing work taking place. It also states the reasons why or why not progress has taken place; and
 - a comprehensive review of contextual statistics that help to paint a picture of the social, environmental, economic, physical and demographic background for the City of York.

4. Sustainability Appraisal and Strategic Environmental Assessment

- 4.1 Section 39 of The Planning and Compulsory Purchase Act 2004 requires LDDs to be prepared with a view to contributing to the achievement of sustainable development. Local Planning Authorities must also comply with the European Union Directive 2001/42/EC which requires formal Strategic Environmental Assessment (SEA) of certain plans and programmes which are likely to have significant effects on the environment. The Directive has been incorporated into English law by virtue of the SEA Regulations 2004, and applies to all LDDs where formal preparation begins after 21st July 2004. All DPDs and SPDs will therefore be subject to Sustainability Appraisal (SA) incorporating SEA.
- 4.2 In this way, SAs assist and improve policy, project and programme development by assessing the likely significant effects on the economic, social and environmental objectives by which sustainable development can be defined.
- 4.3 The SA/SEA report will be an integral part of the plan making progress and will be undertaken in stages alongside the production of each DPD/SPD. The

first stage involves establishing the evidence base, identifying the key sustainability issues with regard to the city and developing sustainability objectives relevant to that DPD in a Sustainability Appraisal Scoping Report. For each DPD we have also produced Initial Sustainability Statements to accompany consultation to provide sustainability information on the issues and options presented. The initial statements will feed into the final Sustainability Appraisal and maintains ongoing discussion as to the direction and progression of each document.

4.4 The following sustainability documents have been completed to date:

LDF Document	Sustainability Documents completed
Core Strategy	<ul style="list-style-type: none"> • SA Scoping Report (June 2006) • Issues and Options Initial Sustainability Statement (June 2006) • Issues and Options 2 Initial Sustainability Statement (September 2007) • Preferred Options Document (ongoing)
Allocations DPD	<ul style="list-style-type: none"> • SA Scoping Report (March 2007) • Issues and Options Initial Sustainability Statement (March 2008)
York Northwest AAP	<ul style="list-style-type: none"> • SA Scoping Report (July 2007) • Issues and Options Initial Sustainable Statement (November 2007)
City Centre Area Action Plan	<ul style="list-style-type: none"> • SA Scoping Report (July 2008) • Issues and Options Initial Sustainability Statement (July 2008)

4.5 The Eco Footprint tool provides a recognised and accepted (by the ODPM, DEFRA and Audit Commission) method of assessing the land required to meet York's needs. An Eco Footprint is a way of measuring the impact our lifestyles have on the Earth's resources. The Eco Footprint of York considers how much land is needed to feed the people of York and provide them with all the energy, water and materials they need. The Footprint also calculates the emissions generated from burning oil, coal and gas, and determines how much land is required to absorb the pollution and waste generated by the residents of York. The footprint takes the area of usable land and divides it equally between the global population. The Fair Earthshare, as it is called, is 1.8 global hectares per person. The current Eco Footprint for York is 5.38 global hectares per person. We are also using carbon footprinting to inform the sustainability appraisal. Carbon footprinting is a recognised way of understanding how much carbon and other greenhouses gas emissions occur in the actions of an individual, company or project. Carbon footprinting will be used to understand how much of the gases will be released under different

options set out by the DPDs and will supplement the ecological footprint information.

- 4.6 We now have in post a dedicated Sustainability Appraisal officer within the City Development team. Keeping this resource 'in-house' matches government best practice and helps to ensure that the SA process is embedded into the LDF policy development process.

5. Existing Council Strategies

- 5.1 Government guidance indicates that the LDF has a key role in delivering the spatial aspects of the Sustainable Community Strategy. It is also clearly important that the LDF takes full account of other existing Council strategies that have spatial elements. Table 2 highlights existing Council Strategies that will be considered and scoped as part of on going work for the LDF. In addition to the existing Council Strategies, Officers will seek to identify emerging strategies with implications for the LDF and ensure a consistent approach is taken.

Table 2: Existing Council Strategies

<u>Strategy</u>	<u>Role</u>	<u>Timescale</u>
York – a city making history: Vision and Sustainable Community Strategy (2008)	<p>The Community Plan runs up to 2025. It sets a vision for the City which aims to:</p> <ul style="list-style-type: none"> • build confident, creative and inclusive communities; • create a leading environmentally-friendly city; • ensure York is at the forefront of innovation and change with a prosperous and thriving economy; • create a world class centre for education and learning for all; and • celebrate our historic past whilst creating a successful and thriving future. 	To 2025
Local Transport Plan (LTP2) inc associated strategies in Annexes to LTP2	<p>Local transport authorities are required by the Transport Act 2000 to prepare a LTP. The second LTP contains a long term strategy within which a five year implementation plan for 2006 to 2011 is set, and outlines how we intend to build a sustainable and safe transport network for the City of York.</p> <p>LTP2 also includes 14 transport strategies as Annexes to the document, which support the main document and contain more detailed information and background information on the various strategies and works carried out in developing the LTP.</p> <p>The LTP is set in the context of economic and spatial strategies, and is required to support targets for housing, jobs and social inclusion and the environment.</p>	2006 - 2011
Second Air Quality Action Plan	Air quality issues in York are mainly related to traffic emissions. A new Air	2006 -

Strategy	Role	Timescale
(AQAP2) (associated with LTP2)	Quality Action Plan (AQAP2) has been developed alongside LTP2, to support the aim of improving air quality.	2021
A Municipal Waste Management Strategy for the City of York and North Yorkshire	The Municipal Waste Management Strategy has been developed by the York & North Yorkshire Waste Partnership and provides the strategic vision for managing wastes and improving resource recovery in York and North Yorkshire. This Strategy contains the policies, aims, objectives and targets for the partnership area.	2006 - 2026
Draft Economic Development Strategy and Action Programme	Sets out the economic policy for the City and a set of priority actions for 2008/09.	2008/09
Children and Young People's Plan	The main purpose of the plan is to provide a clear sense of direction for everybody working to improve outcomes for children and young people in the city. Has an analysis of local needs and priorities and concentrates on the government's 5 outcomes for children and young people: being healthy, staying safe, enjoying and achieving, making a positive contribution and achieving economic wellbeing.	2007-2010
Housing Strategy	<p>The assessment looks at supply and conditions of the housing stock, the numbers, demand and location. It also looks at the Council's approach to negotiating affordable housing on sites. It covers vulnerable groups and the homeless.</p> <p>It also includes a number of strategies which include:</p> <ul style="list-style-type: none"> • Older People's Housing Strategy • Homelessness Strategy • Supporting People Strategy • Private Sector Renewal Policy • Empty Homes Policy 	2006- 2009
Contaminated Land Strategy	The Contaminated Land Strategy was written in response to Part IIA of the Environmental Protection Act 1990 which governs the inspection and	2005 Updated

<u>Strategy</u>	<u>Role</u>	<u>Timescale</u>
	<p>remediation of contaminated land not being considered under the planning regime.</p> <p>The Strategy details the Council’s proposed method of identifying and prioritising potential contaminated land and details how the information collected would be managed.</p> <p>Part IIA of the Environmental Protection Act 1990 was designed to run parallel to the planning regime. Where a site could be considered under the planning regime, this is intended to be the desired method to ensure the clean up of contaminated land.</p>	every 4 years
City of York Council Life Long Learning and Leisure Plan	<p>The plan considers the following key outcomes:</p> <ul style="list-style-type: none"> Outcome 1: Making York More Eventful Outcome 2: Engagement in Learning Outcome 3: Being Healthy Outcome 4: Supporting Stronger Communities Outcome 5: Developing a Vibrant Cultural Infrastructure 	2008/09

6. Resources

Financial

- 6.1 The financial implication of the production of the four DPDs highlighted in paragraph 2.3 has been fully assessed. The majority of the costs relating to staffing will be met through the City Development Team Revenue budget. In addition funds have also been identified to meet costs relating to the following:
- technical work for the LDF evidence base that cannot be undertaken in house (as detailed in Annex B);
 - the public examinations into each DPD (this includes costs relating to the Planning Inspectorate, Programme Officer and venue);
 - the need for the four additional temporary posts to aid the production of the Core Strategy, Allocations DPD, the two AAPs and to carry out the Sustainability Appraisal and Appropriate Assessment work in house;
 - legal and consultancy support on procedural issues; and
 - consultation and publication.
- 6.2 We have carried out a three year budget planning exercise from 2008 to 2011 to indicate what resources will be required to achieve a suite of adopted LDF documents in 2010. These costs are indicative and will be kept under review. The full funding is in place for 2008/09 and 2009/10 and a growth bid will be submitted for the final year of the programme (2010/11).

Table 3: Costs

	Costs 2008-2011 (£,000)
Technical / Evidence Base Work	348
4 Public Examinations (Inspector and room hire)	150
3 additional LDF Staff (three fixed term contracts)	199
1 Sustainability Appraisal officer (three year fixed term contract) and additional support	150
Legal & Consultancy Support (including 4 Public Examinations)	185
Printing	92
Consultation	65
TOTAL	1,189

Programme Management, Reporting and Responsibilities

- 6.3 The City Council's City Development service will be primarily responsible for delivering the LDF. Its components are illustrated by the family tree attached as Annex D. The section comprises four inter-related teams each led by a Principal Officer and covering Forward Planning, Research and Information,

Development Projects and a team specifically constituted to undertake work relating to the York Northwest site.

- 6.4 The Principal Officer Forward Planning has the role of LDF project management supported by the Head of City Development and the Assistant Director of City Development and Transport. The Assistant Director provides the link with both the Directorate and wider Council management teams who have regular updates on LDF progress and presentations and discussions at key stages in the progress of key documents.
- 6.5 Within the City Development service the Forward Planning team will continue to lead on the production of the Core Strategy and Allocations DPDs with strong support from the Research and Information Team on the production of the evidence base, sustainability appraisal and monitoring and review. The Development Projects and York Northwest teams are leading on the production of the other two AAPs.
- 6.6 We have a monthly LDF Steering Group that comprises each of the four team leaders, the Head of City Development, the Head of Transport Planning and the Assistant Director of City Development and Transport. It is a project management and problem-solving focussed group that considers budgets, progress against the LDS and any key issues that arise.

Reporting

- 6.7 Issues relating to the LDF are reported to Council Members via the Local Development Framework Working Group. This is a formally constituted committee of the Council which meets in public and makes recommendations to the Council's Executive.
- 6.8 The Council's Executive is formally responsible for making decisions relating to LDF production other than approving document for submission to the Secretary of State or final adoption. Decisions relating to these issues must be made by Full Council.

Annex A : Local Development Documents

Profiles of each document currently being prepared are set out below.

Core Strategy (DPD)

Description and Role

The Core Strategy will set out the overall strategy of the LDF and the key strategic policies against which all development will be assessed. All other DPDs prepared by the Council will have to be in conformity with the Core Strategy and contain policies and proposals which support its strategic vision, objectives and spatial strategy. The Core Strategy will contain:

- a context;
- a vision;
- a spatial strategy;
- the role of York's Green Belt;
- objectives, targets and policies for:
 - York's quality historic and built environment;
 - housing growth and distribution;
 - housing mix, density;
 - sustainable communities;
 - future growth of York's economic sector;
 - retail growth and distribution;
 - sustainable transport;
 - green infrastructure;
 - resource efficiency;
 - flood risk;
 - sustainable waste management;
 - minerals;
- a delivery strategy; and
- a monitor, manage and review framework.

The Core Strategy will have to conform to the Regional Spatial Strategy (RSS) and will have full regard to other key Council Strategies such as the Sustainable Community Strategy and the Local Transport Plan (LTP2) and take into account issues such as sustainable development and promoting diversity and social inclusion.

The Core Strategy will be accompanied by a key diagram. This will identify, in a visual format, the key issues that will impact on York's spatial strategy and general core strategy approach such as areas of constraint, strategic transport corridors, strategic growth points for housing, employment and retail.

Table 4 : Core Strategy DPD Timetable

Preparation of document for publication including ongoing consultation	October 2008- July 2009
Publication of document (including 6 week consultation)	August – September 2009
Consideration of representations on publication document	October – November 2009
Submission	December 2009
Pre-examination meeting	February 2010
Examination	March 2010
Inspectors reporting times, receipt of the inspector's report	April – June 2010

Allocations (DPD)

Description and Role

This DPD and associated proposals map will show all the sites which have been specifically identified for development in order to meet the Council's vision and objectives and/or policies of the Core Strategy. It will set out policies and proposals maps relevant to the sites including detailed requirements for their development and phasing policies. Allocations will be developed from the vision and strategic objectives of the Core Strategy and will specify sites proposed for:

- green belt boundaries and settlement limits;
- housing;
- employment;
- retail;
- transport;
- waste and minerals; and
- other uses such as:
 - education;
 - health;
 - built sports facilities;
 - open space and play provision;
 - community and leisure facilities; and
 - renewable energy.

Some allocations will be phased to follow a sequential approach to release and thereby ensure that they are flexible and responsive. This is particularly relevant to housing. Like each of the LDDs, the Allocations DPD will be subject to regular scrutiny through the monitoring process and an Annual Monitoring Report to ensure sites are coming forward as intended, to provide a suitable and available land supply.

Table 5: Allocations DPD Timetable

Preparation of document for publication including ongoing consultation	October 2008 – November 2009
Publication of document (including 6 week consultation)	December 2009 – January 2010
Consideration of representations of publication document	February – March 2010
Submission	April 2010
Pre-examination meeting	May 2010
Examination	June – July 2010
Inspector's reporting time, receipt of inspector's report	August – October 2010

City Centre Area Action Plan (DPD)**Description and Role**

AAPs focus upon implementation, providing an important mechanism for ensuring development of an appropriate scale, mix and quality for key areas of opportunity, change or conservation. Action plans or area strategies with a geographic spatial dimension will benefit from having development plan status in contrast to their previous status as supplementary planning guidance.

There are clearly several areas of the City that could benefit from the production of AAPs. The City of York's architectural and archaeological history is famous worldwide and is one of the key factors in attracting large numbers of visitors to the City. The Minster itself is the largest Gothic Cathedral in Northern Europe. In addition, the Museum Gardens is registered on English Heritage's list of Parks and Gardens of Special Historic Interest. Given the historical importance of the City Centre, its key tourism, retail and business roles and the development issues it faces, it is considered that this should be one of the first areas to be the subject of this type of DPD.

Table 6: City Centre Area Action Plan (DPD) Timetable

Preparation of document for publication including consultation	October 2008 – January 2010
Publication of document (including 6 week consultation)	February 2010 – March 2010
Consideration of representations of publication document	April 2010
Submission	May 2010
Pre-examination meeting	June 2010
Examination	July 2010 – August 2010

Inspector's reporting time and inspector's report	September 2010 – December 2010
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York Northwest Area Action Plan (DPD)

This is a major area for regeneration within the York urban area and includes land adjacent to the City Centre and York Station with a total size of over 76ha. The AAP will provide an overall comprehensive planning framework for the area. It comprises 2 major brownfield sites, York Central and British Sugar. An AAP is needed in order to ensure the environmental impact and infrastructure requirements from the development of the area are properly assessed. Consideration of the wider area will also assist in the preparation of the plan in terms of the type, scale and level of development that may be accommodated and the future implementation for this. The proposed timescales are put forward to take account of the size and complexity of the area and its potential impact on the City.

Table 7: York Northwest Area Action Plan (DPD) Timetable

Preparation of document for publication including ongoing consultation	October 2008 – January 2010
Publication of document (including 6 week consultation)	February 2010 – March 2010
Consideration of representations on publication document	April 2010
Submission	May 2010
Pre-examination meeting	June 2010
Examination	July 2010 – August 2010
Inspector's reporting time and Inspector's Report	September 2010 – December 2010

Summary

Table 8 below shows each DPD, its status, role and content, geographical coverage and its position in the chain of conformity.

Table 8 : Summary of Key Documents

Document title	Status	Role and content	Geographical coverage	Chain of conformity	Publication of document (including 6 week consultation)	Submission	Receipt of Inspector's Report
Core Strategy	DPD	Sets out the overall direction for the LDF by driving forward the spatial planning framework for the city. Sets out the vision, objectives, targets and policies	City of York authority area	Consistent with national planning policy and general conformity with regional spatial strategy	August – September 2009	December 2009	June 2010
Allocations	DPD	This shows all the sites which have been specifically identified for development in order to meet the Council's vision and objectives or strategic policies of the Core Strategy.	City of York authority area	Core Strategy and Regional Spatial Strategy	December 2009 – January 2010	April 2010	October 2010
City Centre Area Action Plan	DPD	Provides an important mechanism for ensuring development of an appropriate scale, mix and quality for key areas of opportunity, change or conservation, in this case York City Centre.	City Centre, to be defined through the AAP process.	To conform with the Core Strategy	February – March 2010	May 2010	December 2010
York Northwest Area Action Plan	DPD	Provides an important mechanism for ensuring development of an appropriate scale, mix and quality for key areas of opportunity, change or conservation, in this case the York Central and British Sugar Sites.	A corridor from the City Centre to the Outer Ring Road including the areas covered by the York Central and British Sugar sites	To conform with the Core Strategy	February – March 2010	May 2010	December 2010

Annex B: Evidence Base

Table 9: Completed Evidence Base and Background Studies.

Study	Date of Production	Synopsis
City of York Biodiversity Audit (produced by: Martin Hammond (Ecological Consultant) and the City of York Council)	November 1996	The study reviews sites of nature conservation importance, assesses habitat resources in the City and reviews the status of species of conservation concern known to occur within the City boundaries.
City of York Local Plan: The Approach to the Green Belt Appraisal (Produced by City of York Council)	February 2003	The study aimed to identify the most valuable areas of green belt from the perspective of the PPG2 purpose relating to the historic character and setting of the City.
City of York Retail Study (GVA Grimley for the City of York Council)	June 2008	Study provides a context for retail policies and proposals within the LDF with particular reference to the amount of floorspace that needs to be allocated for future retail development and the broad recommended strategy with which to implement this.
Strategic Housing Market Assessment (SHMA) (Produced by: Fordham Research for the City of York Council)	June 2007	The SHMA provides a robust evidence base for housing policy in York. It provides information on the need and demand for particular types of housing including affordable housing and a focus on the needs of particular groups, such as families, students and older people. The Assessment has been subject to full stakeholder involvement in accordance with national guidance.

Study	Date of Production	Synopsis
<p>Open Space, Sport and Recreation Study</p> <p>(produced by PMP for City of York Council)</p>	<p>November 2008</p>	<p>This study assesses the City's open space and outdoor sport and recreation facilities, together with an assessment of local needs and the identification of local standards.</p>
<p>Strategic Flood Risk Assessment (SFRA)</p> <p>(Produced by York Consultancy, for the City of York Council)</p>	<p>September 2007</p>	<p>The SFRA enables the Local Planning Authority to adopt a strategic approach to managing the issue of flood risk from a planning perspective. The SFRA provides sufficient information to enable Local Planning Authorities to understand the flood risk consequences in the allocation of development sites and prioritise the allocation of sites utilising a sequential test to manage flood risk.</p>
<p>Employment Land Review (Stage 1)</p>	<p>July 2007</p>	<p>This report presents the first part of an Employment Land Review, which assesses the current situation and future economic prospects for employment land provision in York.</p>
<p>Travel to Work Topic Report – District Level</p> <p>(Produced by City of York Council, City Development)</p>	<p>March 2005</p>	<p>An assessment of district to district travel to work statistics (based on 2001 Census) giving key information on the number of inflows and outflows and modal split.</p>
<p>York Landscape Appraisal</p> <p>(Produced by Environmental Consultancy University of Sheffield (ECUS) for the City of York)</p>	<p>December 1996</p>	<p>An assessment of the landscape character types together with strategies for their management.</p>

Study	Date of Production	Synopsis
Council)		
Strategic Housing Land Availability Assessment (Phase 1)	April 2008	The first phase of the assessment has identified sites based on sources known to the Council within the urban area and the Local Service Centres and uses these sources to estimate potential capacity.

Table 10: Emerging Evidence Base and Background Studies.

Study	Date of Production	Synopsis
Central Historic Core Conservation Area Appraisal (Produced by: BDP for the City of York Council)	March 2009	Detailed appraisal to create clear guidelines to ensure that development is controlled in order to protect and enhance the historic value of the central historic core.
Employment Land Review (Stage 2) (Produced by: SQW and Entec for the City of York Council)	November 2008	This study will reconsider the previous work produced by SQW which is detailed in figure 5 and provide new employment projections. It will guide new employment development and land use up to 2029. It will consider the protection of proposed employment provisions and potentially the allocation of new employment sites in the LDF.
York Central Retail Study	November 2008	This study considers the implications for the city centre of allocating different levels of retail on the York Central site.
Strategic Housing Land Availability Assessment (Phase 2) (Produced by the City of York Council, City Development)	November 2008	This study will identify potential housing sites for development. Primarily the study will be used to inform the Allocations DPD.

Study	Date of Production	Synopsis
Biodiversity Audit - SINC (Sites of Importance for Nature Conservation) Review (Produced by: the City of York Council)	December 2008	This study is a re-appraisal of the procedures and criteria for designating sites of importance for nature conservation, in line with new guidance produced by DEFRA. It is also a review of SINC sites across York.
Biodiversity Action Plan (BAP) (Produced by: the City of York Council)	December 2008	This action plan will use the baseline information set out in the biodiversity audit and will set out targets and objectives for habitats and species that will guide future policy and application decisions related to biodiversity.
Historic Landscape Character Assessment (Produced by North Yorkshire County Council for CYC)	January 2009	This will identify historic aspects of the current landscape, and will increase understanding of past human activity providing a basis for managing change.

Table 11: Ongoing Evidence Base and Background Studies.

Table 11 sets out the ongoing evidence base and background studies. These are usually produced on an annual basis.

Study	Date of Production	Synopsis
Equipped Playspace Audit (Produced by: City of York Council, Lifelong Learning and Culture)	Next audit due Spring 2009	To determine the quantity and quality of playspace for children within the city.

Annex C : Planning Guidance

Draft SPGs:

- *Contributions to Education Facilities (approved May 2002, revise 2011)*
- *Guide to Extensions and Alterations to Private Dwelling Houses (approved March 2001)*
- *Private Housing Development in York and the Negotiation of Affordable Homes (adopted October 2000, re-approved July 2005, revise 2011)*
- *Listed Buildings and Conservation Areas (adopted 2005)*
- *Planning Obligations & Agreements Procedure Note (adopted 2005, revise 2011)*

Design Guides/additional Policy Guidance:

- *Highway Design Guide for York*
- *Guidelines for the Preparation of Transport Assessments and Travel Plans (adopted 2001)*
- *The York City Walls Conservation Plan (draft, 2004)*
- *The York City Walls & Interpretation and Access Plan (draft, 2004)*
- *Sustainable Design and Construction Interim Planning Statement (Nov 2007)*
- *Commuted sum payments for open space in new development (April 2007)*

Village Design Statements:

- *Copmanthorpe Village Design Statement, November 2002*
- *Poppleton (Upper and Nether) Village Design Statement, August 2003*
- *Heslington Village Design Statement, April 2004*
- *Rufforth Village Design Statement, September 2004*
- *Askham Bryan Village Design Statement, June 2005*
- *Holtby Village Design Statement, April 2005*
- *Murton Village Design Statement, December 2005*
- *Askham Richard Village Design Statement, June 2005*
- *Dunnington Village Design Statement, March 2006*
- *Knapton Village Design Statement, May 2006*
- *Skelton Village Design Statement, October 2008*

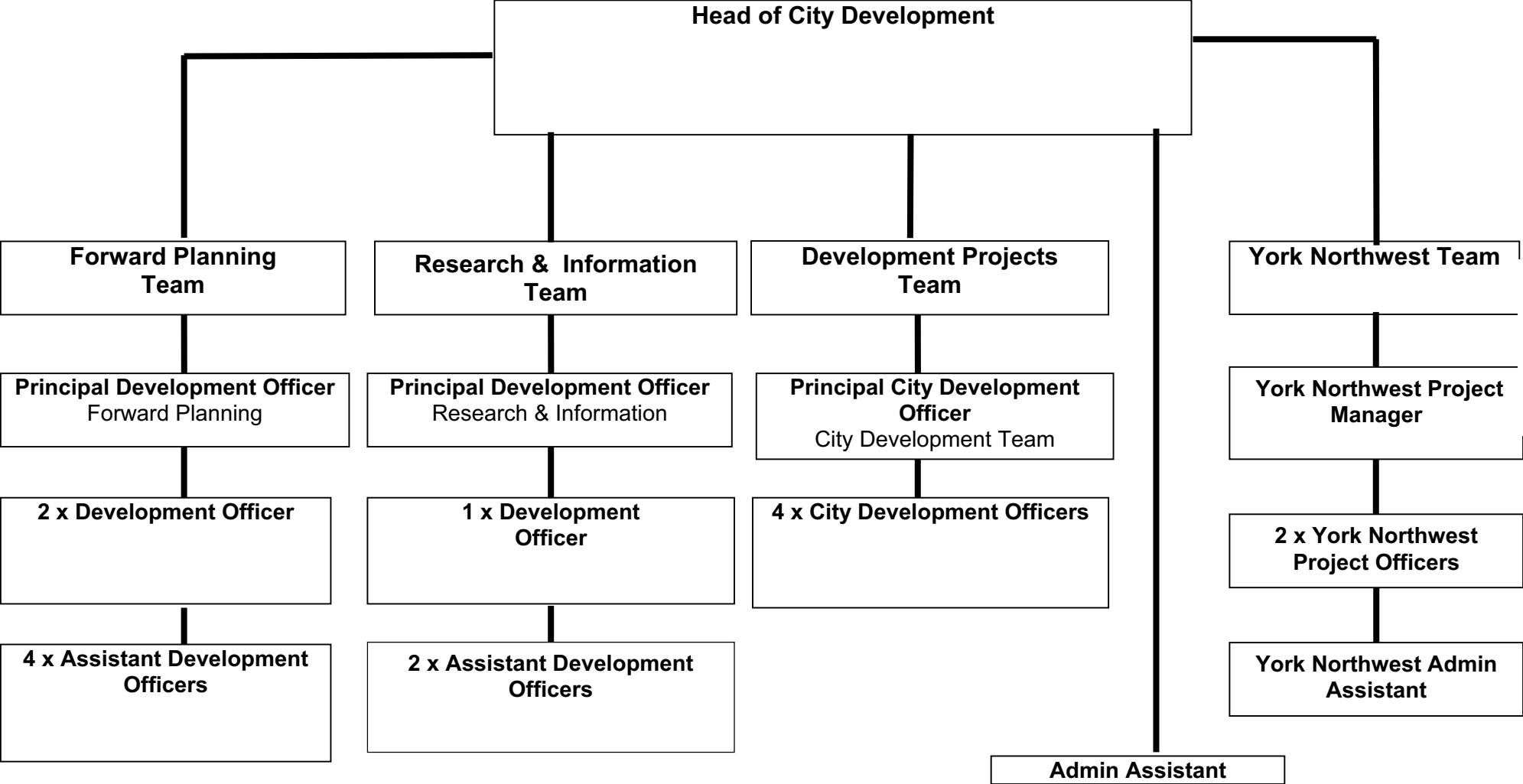
SPGs currently being prepared:

- *Trees on Development Sites (proposed adoption 2010)*
- *Archaeology (proposed adoption 2010)*
- *Local Lists (consultation draft May 2009)*
- *Affordable Housing (proposed adoption 2011)*
- *Community Infrastructure SPD (proposed adoption 2011)*
- *Sustainable Design and Construction SPD (revision, 2011)*
- *Green Infrastructure SPD (proposed adoption 2011)*

Development Briefs:

- *Elvington Airfield, Oct 1997*
- *Hessay Depot, Oct 1997*
- *Parkside Commercial Centre, Mar 2000*
- *Germany Beck, Sept 2001*
- *Metcalfe Lane, June 2002*
- *Heslington East, Feb 2004*
- *York Central, Mar 2004*
- *Hungate, Apr 2005*
- *Castle Piccadilly, Mar 2006*
- *Terry's Factory, June 2006*
- *Nestle South, May 2007*

Annex D: City Development



Annex E : Glossary of Terms

Annual Monitoring Report (AMR): part of the *Local Development Framework*, the annual monitoring report will assess the implementation of the Local Development Scheme and the extent to which policies in *Local Development Documents* are being successfully implemented.

Area Action Plan: used to provide a planning framework for areas of change and areas of conservation. Area Action Plans will have the status of *Development Plan Documents*.

Core Strategy: set out the long-term spatial vision for the local planning authority area, the spatial objectives and strategic policies to deliver that vision. The Core Strategy will have the status of a *Development Plan Document*.

Development Plan: as set out in Section 38(6) of the Act, an authority's development Plan consists of the relevant *Regional Spatial Strategy* (or the Spatial Development Strategy in London) and the *Development Plan Documents* contained within its *Local Development Framework*.

Development Plan Documents (DPDs): spatial planning documents that are subject to independent examination, and together with the relevant Regional Spatial Strategy, will form the *development plan* for a local authority area for the purpose of the Act. They can include a *Core Strategy*, Site Specific Allocations of land, and *Area Action Plans* (where needed). Other Development Plan Documents, including generic Development Control Policies, can be produced. Individual Development Plan Documents or part of a document can be reviewed independently from other Development Plan Documents. Each authority must set out the programme for preparing its *Development Plan Documents* in the *Local Development Scheme*.

Development Control Policies: these will be a suite of criteria-based policies which are required to ensure that all development within the area meets the spatial vision and spatial objectives set out in the *Core Strategy*. They may be included in any *Development Plan Document* or may form a standalone document, such as a Development Control DPD.

Issues and Options: produced during the early production stage of the preparation of *Development Plan Documents* and may be issued for consultation.

Local Development Documents (LDDs): the collective term in the Act for *Development Plan Documents*, *Supplementary Planning Documents* and the *Statement of Community Involvement*.

Local Development Framework (LDF): the name for the portfolio of *Local Development Documents*. It consists of *Development Plan Documents*,

Supplementary Planning documents, a Statement of Community Involvement, the Local Development Scheme and Annual Monitoring Reports. Together these documents will provide the framework for delivering the spatial planning strategy for a local authority area and may also include local development orders and simplified planning zones.

Local Development Scheme (LDS): sets out the programme for preparing *Local Development Documents*. All authorities must submit a Scheme to the Secretary of State for approval within six months of the commencement of the Act.

Local Transport Plan (LTP): 5-year strategy prepared by each local authority for the development of local, integrated transport, supported by a programme of transport improvements. It is used as a bid to Government for funding transport improvements.

Proposals Map: the adopted proposals map illustrates on a base map, (reproduced from, or based upon a map to a registered scale) all the policies contained in the *Development Plan Documents*, together with any saved policies. It must be revised each time each new *Development Plan Document* is adopted, and it should always reflect the up-to-date planning strategy for the area. Proposals for changes to the adopted proposals map accompany submitted *development plan documents* in the form of a submission proposals map.

Regional Spatial Strategy (RSS): sets out the region's policies in relation to the development and use of land and forms part of the development plan for local planning authorities. Planning Policy Statement 11 'Regional Spatial Strategies' provides detailed guidance on the function and preparation of Regional Spatial Strategies.

Statement of Community Involvement (SCI): sets out the standards which authorities will achieve with regard to involving local communities in the preparation of local development documents and development control decisions. The Statement of Community Involvement is not a *development plan document* but is subject to an independent examination.

Strategic Environmental Assessment (SEA): a generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.

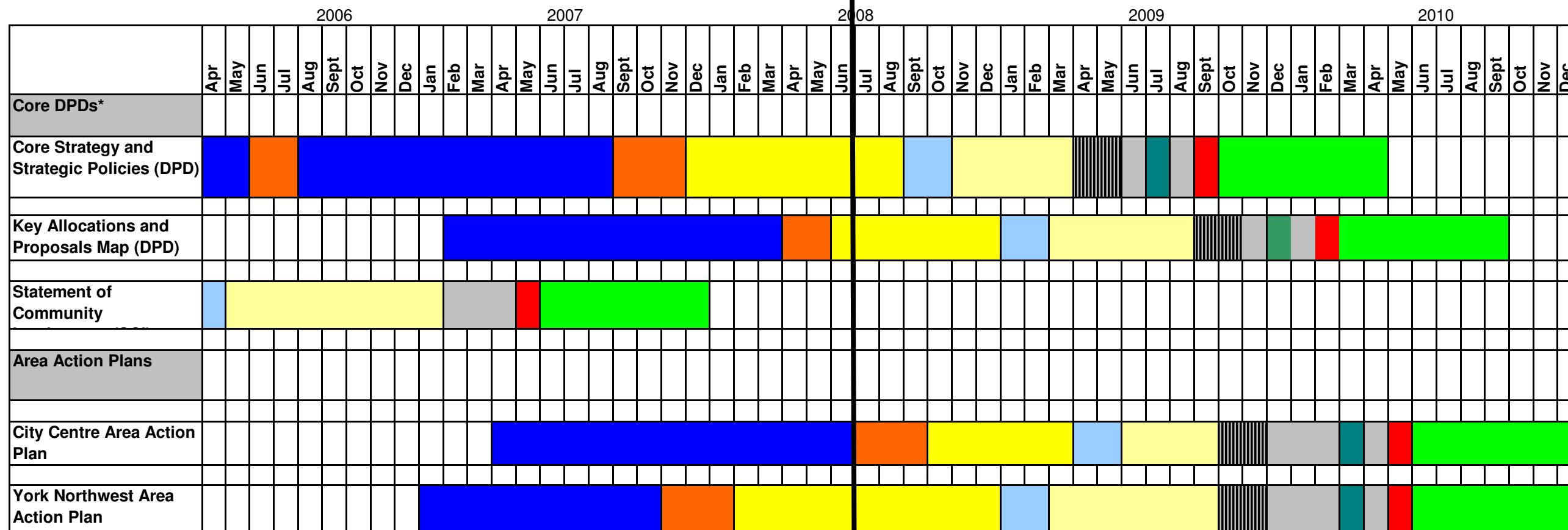
Supplementary Planning Documents (SPDs): provide supplementary information in respect of the policies in the Development Plan Documents. They do not form part of the Development Plan and are not subject to independent examination.

Sustainability Appraisal (SA): tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors) and required in the Act to be undertaken for all local development documents.

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Annex B: Previous LDF Timetable (June 2008)**

Annex B



- Pre-Production (Preparation of Issues & Options)
- Issues and Options consultation
- Consideration of representations on Issues and Options and preparation of Preferred Options document
- Public Participation on Preferred Options document
- Consideration of representations on Preferred Options document and preparation of Submission document
- Submission to the Secretary of State and formal consultation
- Consideration of representations on Submission document
- Pre-examination meeting
- Examination
- Inspector's reporting time and receipt and consideration of Inspector's Report and Adoption

* Ongoing work will also take place on a Development Control Policies DPD, subject to achieving the milestones on other DPDs. Further information on this document is provided in Annex B.

** The timetable will be redrafted to take account of the changes to the planning system arising from the publication of PPS12 (June 2008), the effects of this are currently being considered.

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