

Leeds Site Allocation Plan Consultation - How to Respond

You can respond to the Leeds Site Allocation Plan Consultation in anyway you wish – letter, email, or by using the Leeds response form in a paper version or online. Letters and emails should be sent to the addresses on the front of the form. If you use the form, in any version, use this guide to complete it.

Leeds Site Allocations Plan and
Aire Valley Leeds Area Action Plan
Publication Draft

Response form
22nd September to 16th November 2015



Your city. Your plan.
Working with you to find the best locations for
new homes, jobs, greenspace and retail.

These Plans are now at Publication stage and this is your chance to comment on them before they are examined by a Planning Inspector. We would like to hear your views on the Soundness and Legal Compliance of the Plans. Any terms we've underlined are explained in the **guidance notes**. Please read these before completing this form. **Interactive versions of the maps and this form can be found at www.leeds.gov.uk/yourcity.**

How to find out more about and comment on the two Plans:

- The easiest way to take part is online at www.leeds.gov.uk/yourcity, where you will find a link to the interactive site maps and consultation material.

We need to receive your comments by 5pm, 16th November 2015

We have tried to give a guide to completing the **Leeds SAP Response** form.

The information that is vital for the form, an email, or a letter, is in the shaded boxes. The rest is optional.

You will find more information in our Consultation Guide at www.aireboroughnf.com.

Address and email to return form, email or letter.

Part 1 - Your details

* This information must be completed

Personal details / Client details		Agent details <small>Only complete if you are an agent</small>	
Title	<input type="text"/>	<input type="text"/>	<input type="text"/>
First name*	<input type="text"/>	<input type="text"/>	<input type="text"/>
Last name*	<input type="text"/>	<input type="text"/>	<input type="text"/>
Job title (where relevant)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organisation (where relevant)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address*	<input type="text"/>	<input type="text"/>	<input type="text"/>
Post code*	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone/Mobile	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>	<input type="text"/>
<small>(We'd prefer to contact you by e-mail)</small>			

Fill in your personal details.

The agent's side is for people who are acting in an official capacity for someone else.

Part 2 - What comment do you wish to make?

Please use a separate response form for each site/ part of the Plan(s) you wish to comment on.

2.1. Which Plan do your comments relate to?

Leeds Site Allocations Plan Aire Valley Leeds Area Action Plan

2.2. Which section of the Plan do your comments relate to?

a. A specific site/designation in the Plan

Site reference from the document or Map
(e.g. HG2-1 (3026))

Do you agree with the proposed use of this site?

Yes

No

Please tick all the themes you wish to comment on:

Ecology/Landscape/Tree(s) Local services/facilities
 Conservation/Heritage Loss of Greenbelt
 Highways/transport Site Boundary (please submit a revised boundary)
 Other (please specify)

IF YOU HAVE COMPLETED 2.2 a - PLEASE GO STRAIGHT TO PART 3

b. Another part of the Plan

Title of document (e.g. Publication Plan, background paper, sustainability appraisal)

Policy Ref. (e.g. - RTC1)

Paragraph Number

Diagram / Inset Map

Other

IF YOU HAVE COMPLETED 2.2 b - PLEASE GO STRAIGHT TO PART 3

Put in the site reference, e.g. HG2-2 3029 Wills Gill. A different form will be needed for each site, or send an email/ letter covering all relevant details.

Do you agree with the use of this site?

Paper forms:
Come back and fill this in after you've written your comment at 3.3.
On-Line Forms. Click all boxes

c. A site previously considered and not allocated in the plan

(See Housing & Employment Background Paper)

Reference No (e.g. SHLAA ref)

Address

IF YOU HAVE COMPLETED 2.2 c - PLEASE GO STRAIGHT TO PART 3

d. A new site which has not been considered. Please attach a site plan.

Address

IF YOU HAVE COMPLETED 2.2 d - PLEASE GO STRAIGHT TO PART 3

Complete this if you want to just comment on anything that is not a site, e.g. green belt review methodology. For a comment on a site **and** another aspect, then write an email/letter. Otherwise two forms needed.

Complete relevant box if you want to comment on a site not on the plan. If you want to nominate a site not considered as an alternative site to one you are commenting on write it here.
The online form only allows comments on 2a, or 2b, or 2c or 2d - if want to comment on more than one, then use paper form or write/email

Part 3 - Is the Plan sound?

At this stage, before the Plan is sent to the Secretary of State for Public Examination, we are asking for your views about the 'soundness' of the plan. An independent Inspector will examine the plan against the 'tests of soundness'. (Please read the guidance notes on how to complete this section)

3.1. Do you consider the plan to be sound?

Yes (go to Q3.3) No (go to Q3.2)

3.2. Which test of soundness are your comments about? (You must select at least one option)

Positively Prepared Effective
 Justified Consistency with National Policy

3.3. Please set out why you think the Plan is sound / unsound? Your comments should briefly cover all the evidence and supporting information necessary to support or justify your view. It helps us if you can use subheadings to deal with specific issues. Please continue on a separate sheet if you need to. There may not be another opportunity to make further comments before the plan is sent to examination.

Is the plan sound?
You must fill this in.

Come back and complete this after you have written your comment. Use the ANDF Quick Guide to Soundness, on our website or email aireboroughnp@gmail.com

3.4. Please set out what change(s) you consider necessary to make the Plan sound.

You will need to say why this change will make the Plan. It helps us if you can be precise as possible and providing any suggested revised wording. Please continue on a separate sheet if you need to.

This is where your comment goes. Ideally, add all supporting evidence or information you have for your comment. Statistics, reports, personal experience. Return to 3.2 and 2.2 to classify the comment.
Online shows theme boxes from 2.2. Write 'no comment' in ones not used.

In your view what do LCC need to do to make the plan sound?

Part 4 - Is the Plan legally compliant?

Please give evidence in support of the comment you gave in Part 2.

4.1. Do you consider the Plan to be legally compliant?

Yes No Don't Know
(Please read the guidance notes on how to complete this section)

4.2. Which part of legal compliance is your comment about?

<input type="checkbox"/> Local Development Scheme	<input type="checkbox"/> Planning and Compulsory Purchase Act 2004
<input type="checkbox"/> Statement of Community Involvement	<input type="checkbox"/> Sustainability Appraisal Report
<input type="checkbox"/> Consultation of appropriate Statutory Bodies	<input type="checkbox"/> Town & Country Planning (Local Planning) Regulations
<input type="checkbox"/> Duty to Cooperate	

4.3. Please give details of why you consider the Plan is/or is not legally compliant.

Please try to be as precise as possible, using headings to break up your comments and continue on a separate sheet if you need to.

Comment on why the plan is or is not legal, e.g. your view in relation to community involvement.

Has the process of planning and the plan met all legal requirements, in documents at 4.2? Look at 4.2 first.

Online put no to show 4.2

The document most people may like to look at is the Statement of Community Involvement. Copy on our website. The other documents are more technical.

Part 5 - Take part in the public examination

5.1. Your comments will be taken into account by the Planning Inspector. Would you like to take part in the forthcoming Public Examination?

Yes No

N.B. The Planning Inspector will decide the best way to hear from those who wish to take part in the examination

How do you want to be involved in further developments?

Part 6 - Future updates

6.1. Would you like to be notified of any of the following? (Please tick as appropriate)

The Submission of the Plan(s) for Public Examination
 The Adoption of the Plan(s)

Please sign and date this form

Signature: Date: dd/mm/yy

Thank you for taking the time to give your comments on the Leeds Site Allocations Plan and/or Aire Valley Leeds Area Action Plan.

If you would like to make another comment on another site or different part of the Plan (s), please use a separate response form.

Submit your form

Sign and date.

TESTS OF SOUNDNESS

Soundness is what the NPPF (the rule book for planning) says the Planning Inspector will be looking for in order to pass or fail the Leeds Site Allocation Plan. This is why you are being asked to classify your comments in your response under the relevant tests for soundness.

NPPF - EXAMINING LOCAL PLANS

182 The Local Plan will be examined by an independent inspector whose role is to assess whether the plan has been prepared in accordance with the Duty to Cooperate, legal and procedural requirements, and whether it is sound. A local planning authority should submit a plan for examination which it considers is "sound" – namely that it is:

- **Positively prepared** – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development
- **Justified** – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;
- **Effective** – the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and
- **Consistent with national policy** – the plan should enable the delivery of sustainable development in accordance with the policies in the Framework

Link for NPPF https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf
CPRE Recommend that you consider the following in their booklet explaining planning.

<http://www.cpre.org.uk/resources/housing-and-planning/planning/item/2654-planning-explained>

Questions to ask yourself: Is the plan positively prepared? Does the plan seek to objectively meet local needs for housing, land for businesses, community facilities, infrastructure (e.g. transport, water, energy), education, shops, facilities for sport & leisure etc., which have been identified through the studies which make up the evidence base? Has it considered all relevant facts eg LBA extension? PLACE MAKING NEEDS

Is it justified? Is the chosen strategy the best one compared with the alternatives considered? Is it clear how the Sustainability Appraisal (SA) has informed the choice (the SA report should set and compare alternative options)? 1. Has the plan been prepared with participation of the community? 2. Is it clearly founded on valid, research & studies using reliable methodology? Is the data consistently applied? Are mitigation suggestions for harm correct? VALID EVIDENCE OF RIGHT WAY

Is it effective? Is there information on how the plan will be delivered up to 2028? (e.g. an 'implementation plan')? Does it fit with plan of neighbouring Councils eg Bradford? Are other delivery partners (e.g. strategic rail and highway authorities, the Environment Agency, water companies) signed up to the plan? Is there an indication of when sites will come forward? Is it clear how the plan will be monitored? Is it flexible – able to deal with changing circumstances (e.g. what if a big site doesn't come forward for development when expected)? CAPABLE OF DELIVERY

Is it consistent with national policy as set out in the National Planning Policy Framework?

Keeping these key points of soundness in mind may help when making your response.

CONTACTS

Leeds City Council

Leeds SAP website: [www.leeds.gov.uk/council/Pages/Site-Allocations-Development-Plan-Document-%28LDF%29.aspx](http://www.leeds.gov.uk/council/Pages/Site-Allocations-Development-Plan-Dокумент-%28LDF%29.aspx)

Comments can be filled in online, or by email to sap@leeds.gov.uk or by writing to
LDF Publication Draft Consultation, Forward
Planning & Implementation, The Leonardo
Building, 2 Rossington Street, Leeds LS2 8HD

Help from Leeds City Council – 0113 247 8092

Aireborough Neighbourhood Development Forum

Website for updates – aireboroughnf.com

Help website -<https://aireboroughnf.wordpress.com/2015/10/03/your-guide-to-the-leeds-site-allocation-consultation-22-sept-16-nov-2015/>

Email – aireboroughnfp@gmail.com

Facebook for updates – Aireborough Voice
Look out for advice sessions to be held around Aireborough