

**WAKEFIELD METROPOLITAN DISTRICT COUNCIL
LOCAL DEVELOPMENT FRAMEWORK
LOCAL DEVELOPMENT SCHEME 2007**

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Information

This Local Development Scheme is available to view and download on the Council's web-site at: www.wakefield.gov.uk/ldf. Copies can also be obtained free of charge from the address below or by ringing (01924) 306495. If you would like to talk to a planning officer working on the LDF about any aspect of this document please contact the Spatial Policy Group on (01924) 306417.

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دیکھو سنو

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1.0 The New Development Plan System

- 1.1 In September 2004 the Government introduced changes to the planning system¹ to improve planning for sustainable communities. The changes include a new type of development plan known as a Local Development Framework (LDF)² which will replace the Unitary Development Plan (UDP). At the regional level, Regional Planning Guidance (RPG) is replaced by a Regional Spatial Strategy (RSS).
- 1.2 Under the new system, the current RSS for Yorkshire & the Humber (based on a review of RPG), issued by the First Secretary of State in December 2004 now forms part of Wakefield's statutory development plan, alongside the UDP. New RSS is being prepared by the Yorkshire & Humber Assembly. In future, new RSS, together with Development Plan Documents in the Council's LDF, will be the development plan for the District. The LDF and RSS will provide the spatial planning framework for the use of land and will be the basis upon which planning decisions are made. The relationship between the LDF and the development plan is shown in Figure 1.
- 1.3 The new system is intended to allow greater flexibility for local authorities to respond to changing circumstances and, by speeding up the process of preparing plans, to enable plans to be kept up to date. Key features are:
- strengthening community and stakeholder involvement in the planning process;
 - new arrangements for the independent testing and examination of plans;
 - the requirement for all policies and proposals to be subject to Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) to ensure they reflect sustainable development principles and comply with legislation;
 - close links between LDFs and Community Strategies and other strategies and programmes of stakeholders.

The Local Development Framework

- 1.4 LDFs will be different in content and format from UDPs. Rather than a single document, the LDF will be a portfolio of separate Local Development Documents (LDDs) of two main types:
- Development Plan Documents (DPDs) which will be part of the statutory development plan.
 - Supplementary Planning Documents (SPDs), replacing current Supplementary Planning Guidance, which will not form part of the development plan. SPDs can include site development briefs and detailed guidance on topics such as design and affordable housing.
- The legislation does not prescribe which specific LDDs are to be prepared nor what the content should be though there should be a Core Strategy, setting out the spatial vision and strategic policies to which all other LDDs must conform, and a DPD showing site specific allocations of land and accompanying proposals map.
- 1.5 The process of preparing both types of LDD includes common features. All must be prepared through continuous community engagement and be subject to SA/SEA. Development Plan Documents (DPDs) will also be the subject of an independent public examination held by a Planning Inspector appointed by the Secretary of State to test the soundness of the document and to hear objections made during the formal public consultation period. The Council will be obliged to accept the recommendations in the Inspector's report before adopting the DPD. DPDs will progressively replace the adopted UDP which will remain in place until then. Individual documents can be prepared and reviewed independently so allowing greater flexibility than at present.

¹ Part 2 of the Planning and Compulsory Purchase Act 2004

² A Glossary of terms used in this document can be found in Appendix 3.

1.6 The LDF will also include:

- A Statement of Community Involvement (SCI) setting out the standards and approach to involving stakeholders and the community in the production of all LDDs and planning applications. The SCI is itself an LDD which must be subject to public consultation and a public examination.
- A Local Development Scheme (LDS), setting out a three year programme for producing LDDs, the timescale and key milestones in preparation.
- Annual Monitoring Reports, setting out progress in producing LDDs and monitoring the effectiveness of policies.

2.0 Preparation and Review of the Local Development Scheme

The Local Development Scheme 2006

- 2.1 Under the new system it is necessary to prepare and maintain a 'Local Development Scheme' (LDS). Its purpose is to inform the local community about where current planning policies for the District can be found and to set out publicly which Local Development Documents (LDDs) the Council intends to introduce over the next three years to replace and update those policies. It also provides summary details of the content of each LDD and the timetable for preparation to let people know about the likely dates for community engagement. It includes key milestones against which progress can be measured.
- 2.2 The Council's first LDS became effective on 1st July 2005. Progress in preparing each LDD compared to the targets set out in the LDS is monitored through the LDF Annual Monitoring Report (AMR). Where the Council has failed to meet a target, the AMR must set out the reasons for this and what action is proposed.
- 2.3 The AMR 2005 reported that two of the LDS 2005 milestones were missed. These were the dates for publishing the Preferred Options Reports for the Core Strategy and Development Control Policies DPDs. This was due to the delay in publishing the draft new Regional Spatial Strategy (RSS) and that the Core Strategy Preferred Options Report proved to be more extensive and took longer to prepare than originally envisaged. The delay affected the timetable of other documents and necessitated a review of the LDS. At the same time the opportunity was taken to review the list of documents to be prepared and the programme was rolled forward by a year to the end of 2009. Changes to the documents included the Council decision to publish the Core Strategy and Development Control Policies documents together in a single volume for submission.
- 2.4 These changes were incorporated in the Council's second LDS which came into effect in September 2006. The LDS 2006 proposed the preparation of the following documents during the period mid-2006 to the end of 2009:

Development Plan Documents

- Core Strategy & Development Policies DPD
- Site Specific Proposals DPD
- Waste DPD
- Central Wakefield Area Action Plan DPD

Supplementary Planning Documents

- Policy for Developer Contributions SPD
- Residential Design Guide SPD
- Parking Standards SPD

The Need for Further Review

- 2.5 The AMR 2006 shows that the Preferred Options Reports for the Core Strategy and Development Control Policies DPDs were published for consultation in January 2006, in accordance with the revised target in the LDS 2006. The AMR also shows that it is proving extremely difficult to programme the preparation of the documents in the LDS with any degree of certainty.
- 2.6 The LDS 2006 target date for submission of the combined Core Strategy and Development Policies DPD to the Secretary of State, February 2007, has not been achieved and needs to be re-scheduled. The main underlying reasons for the slippage continue to be:
- i) delay in the programme for preparing RSS and publication of the Examination In Public Panel Report. Policies and proposals in the LDF must be in general

conformity with the RSS and the submission Core Strategy should take account of the latest figures for additional housing provision and other changes in the Panel Report;

- ii) there has been considerable uncertainty nationally about the what needs to be included in LDF Core Strategy documents to ensure that they meet the Government's requirements. This is a new type of document and assessing accurately the resources and time needed has proved to be difficult;
- iii) limited resources available to absorb requirements of new national/regional policies and guidance and prepare LDF documents.

2.7 This delay affects the timetabling of other documents notably the Site Specific Proposals Preferred Options Report, which can not be issued for consultation until the submission of the Core Strategy and Development Policies document to the Secretary of State. Preparation of the Central Wakefield Area Action Plan was re-programmed in the LDS 2006. A revised target date of September 2006 was set for consultation on the Preferred Options Report but preparation of the report and its Sustainability Appraisal proved to be more extensive and took longer than originally envisaged. Consultation took place in January and February 2007, as a result of which submission to the Secretary of State needs to be re-scheduled.

2.8 These changes have necessitated a further review of the LDS. At the same time the opportunity has been taken to review the list of documents to be prepared and the programme has been rolled forward. GOYH and the Planning Inspectorate (PINS) have been informed of the slippage in preparing Wakefield's LDF and GOYH has been involved in discussions about this revised LDS for 2007. Following the issuing of a non-intervention letter on 23rd July 2007, the revised LDS was approved by Council on 12th September 2007 and replaces the LDS 2006 with effect from 1st October 2007.

Future Monitoring & Review

- 2.9 The LDS will continue be reviewed through the AMR, which must be submitted to the Secretary of State by the end of December each year and is available publicly. The AMR has two main purposes:
- to monitor progress in preparing LDDs against the milestones in the LDS. If the programme is falling behind schedule or a target has been missed, the AMR will set out the reasons for this and the action proposed.
 - to show how effective the policies and proposals in LDDs are in meeting the LDF vision and objectives. Where policies appear not to be effective the Council will consider what changes need to be made to its LDDs.
- 2.10 Where an LDD timetable needs to be changed, or if an LDD is no longer required, or if a new or amended document is to be produced, the LDS will be revised and rolled forward to keep it up to date and relevant. There may also be a need to make changes to the LDS between annual reviews. The Council will continue to keep in regular communication with the GOYH to ensure future reviews of the LDS receive prompt consideration.

3.0 Priorities for the Local Development Framework

Saved Plans: Wakefield Unitary Development Plan First Alteration

- 3.1 From commencement of the new development plan system in September 2004, the legislation allows all policies and proposals in existing development plans to be 'saved' for a period of three years, until September 2007, to allow preparation of replacement LDDs. It also makes provision for the Secretary of State to make a direction to save specified policies beyond the three year period.
- 3.2 The Council's current planning policies and proposals for the district are contained in the Wakefield Unitary Development Plan First Alteration (UDP), which was adopted by the Council in January 2003. It aims to provide sufficient housing land for the period to mid-2006, but the majority of the policies and proposals will be relevant for a significantly longer period. The UDP is considered still to be largely relevant and up-to-date. Council proposes that all its policies and proposals should be 'saved', initially for three years, so that, along with current RSS, the UDP will form part of the initial LDF and will continue to be the statutory development plan for the District. The UDP comprises:
- Volumes 1 & 2 – Part 1 Development Strategy and Policies and Part 2 Policy Reasoned Justification
 - Volume 3 – Part 2 Northern Area
 - Volume 4 – Part 2 South East Area
 - Volume 5 – Part 2 Western Area
- The full plan text and maps can be viewed on the Council's web-site at <http://www.wakefield.gov.uk/ldf> Alternatively, copies can be obtained from the Council at a cost of £7.50 per volume.
- 3.3 The Council intends to bring forward a series of DPDs to replace different parts of the UDP. Most UDP policies and proposals will be replaced through the documents described in this LDS, but the proposed timetable for preparing new DPDs will require the policies to be saved for longer than 3 years to ensure that appropriate policies remain in place until they can be replaced. The Secretary of State has issued a protocol for councils seeking to save policies and proposals beyond 28th September 2007. Evidence to justify the extended saving of policies and proposals is required. The Council has requested that most of the policies and proposals in the UDP be saved beyond September 2007. The Secretary of State will decide by September which policies and proposals remain relevant and in accordance with government planning guidance and should be saved beyond September 2007. A copy of the Secretary of State's direction will be made available with this LDS and appended to the UDP.
- 3.4 Supplementary Planning Guidance (SPG) does not form part of the adopted UDP, but amplifies particular policies or proposals in the Plan. Existing SPG relating to policies in the UDP cannot be 'saved' under the new system but the SPG, design guides and development briefs listed in Appendix 1 will continue to be a material consideration when planning applications are determined until they are replaced by new DPDs or SPDs. Appendix 1 also shows the currently saved UDP policies/proposals to which each item relates.

Priorities for Local Development Documents

- 3.5 Preparation of Wakefield's LDF is taking place within the context provided by Government planning policy statements and guidance, the Regional Spatial Strategy (RSS) and Wakefield's Community Strategy. The LDF needs to take account of national planning policy, must be in general conformity with the RSS and has to demonstrate clear links with the Community Strategy. Together, these provide a clear framework for the preparation of DPDs which contain detailed policies and proposals. In turn, the LDF will be an important means by which these higher level strategies and policies are implemented. In addition, the LDF has a key role in helping to co-ordinate and deliver many other strategies and programmes at regional, district and local level.
- 3.6 In deciding which LDDs to prepare, priority has been given to replacing policies and proposals in the UDP which are out of date, particularly those which do not reflect:
- the latest national legislation, regulations and planning policy statements;
 - current and emerging new RSS;

Other factors influencing the choice and content of LDDs are:

- land-use requirements arising from the Community Strategy and other strategies of the Council and its partners;
- the results of monitoring and other evidence gathering;
- discussions with GOYH and Yorkshire & Humber Assembly; and
- known developer interest.

National Planning Policy

- 3.7 Planning has a significant role to play in achieving the Government's objective to build sustainable communities. The 2004 Act requires regional and local plans to be prepared with a view to contributing to the achievement of sustainable development. The Government's detailed planning policy aims are set out in a series of Planning Policy Guidance Notes (PPGs) which are being replaced by Planning Policy Statements (PPSs). PPGs and PPSs provide the high level policy guidance for the preparation of LDFs.

Regional Spatial Strategy

- 3.8 Current RSS provides the initial regional policy context for the preparation of the Council's LDF. As noted above, changes introduced by the 2004 Act mean that RSS now forms part of Wakefield's statutory development plan, alongside the UDP. Draft new RSS submitted to the Government by the Yorkshire & Humber Assembly in December 2005, was subject to an Examination in Public in September/October 2006. When approved, new RSS will become part of the development plan along with new DPDs in the LDF. RSS will also be a material consideration when the Council determines some major planning applications.
- 3.9 RSS supports national planning policy aims for creating sustainable development. The draft new RSS endorses the generally accepted national approach to managing growth and change to create more sustainable communities:
- concentrating most new development in cities and major towns, transforming them into attractive, safe places where people want to live and work;
 - spreading the benefits and opportunities arising from growth to excluded communities;
 - enhancing natural and built assets;
 - improving accessibility to housing, employment and services;
 - diversifying urban and rural economies to help job creation;
 - reducing greenhouse gas emissions and adapting to the impact of climate change.
- 3.10 Draft new RSS also provides the rationale for sub-area strategies and policies, new housing requirement figures and the approach to employment land provision. It updates

and reviews the regional transport strategy, sub-regional targets for renewable energy production and waste recycling and policies on a range of topics such as climate change and sustainable construction.

- 3.11 The draft new RSS spatial strategy is based around a regional settlement hierarchy. Regional and Sub-Regional Centres (including Wakefield) will be the prime focus for housing, employment, shopping, leisure, education, health and cultural activities and facilities, whilst Principal Service Centres (currently Castleford and Pontefract in this District) will be the focus for local development and services. In smaller Local Service Centres the priority is to retain and improve services and facilities by allowing very limited development to meet local needs. In rural areas the priority is to protect and enhance settlement and landscape diversity and character and to create vibrant communities by retaining and improving services, supporting economic diversification and meeting locally generated housing need.
- 3.12 In new RSS the aim is to realize the economic potential of the Leeds City Region and to plan for a high level of growth whilst ensuring that benefits are spread throughout the sub-area, supported by investment in transport, social and environmental infrastructure and the urban fabric. The strategy proposes that the sub-area takes the greatest share of new development in future, including new housing, and that most development should take place in the south, including Wakefield District, where regeneration needs are greatest, with an degree of restraint in the northern part where development pressures and environmental constraints are greatest. A 'Coalfield Regeneration Area', which covers the eastern part of the District, is identified as one of five 'growth areas' to accommodate the significant additional development, particularly housing. In common with other West Yorkshire authorities, Wakefield's proposed housing provision figures show a large increase over present rates. These figures are subject to change following the publication of the Panel Report into the examination of draft new RSS.
- 3.13 Wakefield's LDF, particularly the Core Strategy DPD, needs to take on board and be consistent with the strategy, policies and proposals in RSS relating to the Leeds City Region and the wider region. Emerging new RSS is one of the main influences on the selection of LDDs to be prepared.

The Community Strategy & Other Strategies

- 3.14 Wakefield's Community Strategy, prepared by the Wakefield District Partnership and first issued in 2003, provides the over-arching local strategy and policy framework for the preparation of the LDF. It provides a 25 year vision of Wakefield's aims and aspirations. A number of challenges are identified which need to be tackled if the vision is to be realised:
- *Feeling and being safer* – dealing with issues that make people feel unsafe now and starting a series of actions to tackle underlying causes.
 - *Looking after ourselves* – not simply dealing with disease and infirmity but aiming to meet fundamental needs and contributing to a healthy life and a caring community.
 - *Developing a dynamic local economy* – encouraging investment and business growth by developing a new entrepreneurial spirit and raising and developing new skills. Supporting the development of cultural industries and service sectors, which are national growth sectors. Making it possible for town centres to undergo an urban renaissance and reconnecting coalfield communities.
 - *Investing in our people* - promoting a culture of lifelong learning, encouraging continuous improvement and achievement, providing accessible and inclusive services for all and raising aspirations.
 - *Improving our places* - creating and maintaining quality environments that are clean, safe, healthy, accessible and pleasant.

- 3.15 Under the challenge of 'developing a dynamic local economy' the need to develop co-ordinated approaches to regeneration at a sub-district level is recognised. Three priorities are identified:
- The Urban Renaissance of Wakefield City
 - The Five Towns Initiative
 - Reconnecting the Coalfield Communities in the South East
- 3.16 The Community Strategy is being rolled forward and reviewed. The original vision and challenges have been largely retained but priority for the next three years is 'developing knowledge communities', i.e. building up levels of skills and confidence in individuals and communities. The spatial priorities for regeneration are retained with a new emphasis on culture.
- 3.17 The LDF must provide a spatial vision for the district to implement the overall vision in the Community Strategy, saying in broad terms, what types of new development will take place where and how this will happen. Individual LDDs, particularly the Core Strategy, will set out the spatial strategy, policies and proposals to implement Community Strategy vision, challenges and priorities and ensure that its land-use requirements are accommodated. In turn, as it is updated, the Community Strategy will address issues that arise from development requirements driven by the RSS/LDF, to ensure that partners have plans and programmes to support development requirements.
- 3.18 Opportunities will be taken to co-ordinate community & stakeholder engagement for both the Community Strategy and LDDs, provided statutory requirements can be met. Council officers with specific responsibility for engagement have been closely involved in preparing the Statement of Community Involvement (SCI) and will help to make sure that engagement on the LDF is co-ordinated with Community Strategy work wherever possible. The SCI gives more details about how consultation and engagement will be carried out.
- 3.19 The LDF will also take account of a number of other strategies, policies and programmes produced by the Council and its partners. Most of these have not been produced specifically for planning purposes but they will be considered and used as evidence in the preparation of LDDs where they are relevant and accord with the Community Strategy. These include:
- Wakefield Council Corporate Plan;
 - Wakefield District Housing Strategy 2004-2008
 - Regenerating the Wakefield District Strategy Report 2003-2006
 - Economic Regeneration Strategy for the Wakefield District 2007-2015
 - Wakefield District Greenspace Strategy 2004-2009
 - Wakefield District Tree and Woodland Strategy 2004-2009
 - Wakefield District Sport and Active Lifestyle Strategy 2007-2012
 - A Playing Pitch Plan for Wakefield District 2005-2015
 - The Freedom to Be, Wakefield District Cultural Strategy 2003-2015
 - We! The Draft Cultural Strategy for Wakefield District 2006
 - Wakefield District Community Safety Strategy 2005-2008
 - *Safe, Supported, Fulfilled: Wakefield Children and Young People's Plan 2006-2009*
 - Wakefield Play Strategy
 - Wakefield District Local Bio-diversity Report
 - Strategy for the Management of Municipal Waste in Wakefield
 - Castleford Town Centre Strategy 2002-2012
 - Wakefield Cycling Strategy 2002
 - Wakefield Parking Strategy 2006
 - Wakefield District Rights of Way Improvement Plan
 - Getting Connected: Wakefield – A Strategic Framework for the District 2005.
 - Getting Connected: Wakefield – Developing the Vision 2005.
 - Five Towns Strategic Development Framework 2005

- The Green Corridor Strategic Framework and Spatial Plan 2005
- Wakefield District Housing Ltd strategy and programmes;
- Waste Public Finance Initiative (PFI);
- Street Lighting PFI;
- Neighbourhood Action and Enforcement;
- Parish Plans.

3.20 There is a direct relationship between land use and transport and this will be reflected in the close integration of policies and proposals in the West Yorkshire Local Transport Plan and the LDF. The second Local Transport Plan was submitted to Government in March 2006.

New Local Development Documents

3.21 Based on progress achieved, further lessons learnt about the new system during the past year, new national guidance and the emerging new RSS, priorities for LDD preparation identified in the 2006 LDS have been reviewed and updated. Priorities continue to be:

Development Plan Documents

- Core Strategy DPD
- Development Policies DPD
- Site Specific Proposals DPD (including Proposals Map and inset maps)
- Central Wakefield Area Action Plan DPD
- Waste DPD

Supplementary Planning Documents

- Policy for Developer Contributions SPD
- Residential Design Guide SPD
- Parking Standards SPD

3.22 The Council has already prepared and adopted the Statement of Community Involvement, the document that sets out standards and the approach to involving stakeholders and the community in the production of all LDDs and major planning applications. It provides the consultation and engagement framework for the preparation of all future LDDs (see section 4 below for further details).

3.23 The documents listed above will not replace all the existing policies and proposals in the UDP. Following discussions with the GOYH, it is proposed that the Core Strategy, Development Policies and Site Specific Proposals DPDs should not include new policies and proposals for leisure/open space and retailing/town centres. In due course, new DPDs will be prepared to replace the relevant parts of the UDP. Discussions will continue with GOYH about the timetable for these documents and details will be included in a future review of the LDS. Appendix 2 lists the UDP policies for which no replacement DPD is programmed in this LDS. In order to retain the relevant policy framework, the Council has requested the Secretary of State to direct that most policies and proposals relating to these topics be saved and remain in force until replaced by DPDs.

3.24 The list of proposed Supplementary Planning Documents (SPDs) includes priority replacements for some of the existing Supplementary Planning Guidance listed in Appendix 1 and new SPDs identified in the Preferred Options Reports published in January 2006. SPDs will be prepared as work on the Core Strategy and Development Policies DPDs progresses. Where SPDs are proposed for adoption in advance of the relevant DPD they will be linked to policies or proposals in the existing UDP. Development brief SPDs may be required for some major sites identified in the Site Specific Proposals DPD, including

housing and employment allocations and Special Policy Areas. The need for these will be addressed in future reviews of the LDS.

- 3.25 Table 1 lists the new LDDs which Wakefield Metropolitan District Council proposes to produce in the period 2007-10, together with their roles, chains of conformity and the main milestones during preparation. Table 2 is a Gantt chart giving an overview of the timetable and project management for preparing the new LDDs. Section 5 provides a profile of each document. Tables 1 and 2 and the profiles highlight the key milestones from when each document is first introduced through to its adoption. The following paragraphs give a brief summary of each document.

Core Strategy DPD

- 3.26 This document provides the district-wide spatial vision, objectives and development strategy, together with strategic policies for the period to mid-2024. It includes a hierarchy of settlements to guide the development strategy and identifies places where major change is anticipated to meet the need for new development, transport and infrastructure investment, linked particularly to regeneration and urban renaissance programmes. It will be prepared in general conformity with RSS and will have regard to national planning policy guidance and statements, the Community Strategy and the saved UDP, where this is relevant. It is top priority because all other LDDs must be in conformity with the Core Strategy.

Development Policies DPD

- 3.27 Provides, in conformity with the Core Strategy, a clear set of policies to guide and manage development against which the detail of specific development proposals can be considered. The policies will be in general conformity with policies in RSS and with national planning guidance. This DPD will replace many of the policies in Volumes 1 and 2 of the UDP First Alteration, apart from those relating to leisure/open space and retailing/town centres for which separate DPDs will be prepared later (see Appendix 2 for details). Opportunities will be taken to create generic policies and reduce the overall number of policies.

Site Specific Proposals DPD

- 3.28 Provides a set of allocations and designations to meet the aims of the Core Strategy for promoting development of different types and for conserving the natural and built environment in specific locations. It will include land allocations to meet anticipated development needs for housing, employment and mixed uses. It will identify sufficient sites on the proposals map to meet the future requirement for housing land (with an allowance for 'brownfield windfalls' on previously developed land). Sites will be identified in accordance with the LDF development strategy set out in the Core Strategy, principles established in RSS and national planning guidance and local priorities for regeneration. Undeveloped sites allocated for housing and employment uses in the adopted UDP will be reviewed as part of this process. Where unimplemented UDP allocations are committed through the granting of a planning permission or still meet prevailing guidance they will be carried forward into the new document.

- 3.29 To take into account Government guidance on Gypsy, Travellers and Travelling Showpeople accommodation, the document will identify land to meet any additional requirement for the district where evidenced by a sub-regional or local assessment of need, including those of surrounding local authorities and the RSS.

- 3.30 This document will replace allocations and designations in UDP Volumes 3, 4, and 5, apart from those relating to leisure/open space and retailing/town centres for which separate DPDs will be prepared later, or included in the Central Wakefield Area Action Plan.

Waste DPD

- 3.31 Provides the framework for the management and disposal of waste in the district, in conformity with national and regional planning policy and the Core Strategy. It will be

closely related to the aims and policies in Wakefield's Municipal Waste Management Strategy. It is intended that the document will include, where appropriate, site specific proposals for waste facilities. New criteria based policies to guide the location and operation of new waste-related development will also be included, replacing policies in Volumes 1 and 2 of the UDP relating to Waste Management.

Central Wakefield Area Action Plan DPD

- 3.32 Provides the spatial planning framework for proposals arising out of work on urban renaissance and is a vehicle for implementing the regeneration strategy for Wakefield City. It will also give guidance about key development opportunities. Proposals will be shown on a separate inset map. The Central Wakefield Area Action Plan will replace policies and proposals in the Wakefield City Centre section of UDP Volume 5.
- 3.33 **Supplementary Planning Documents (SPDs)**
- Developer Contributions – shows how contributions towards new or improved services and facilities will be assessed.
 - Residential Design Guide – replaces and updates SPG2 adopted in November 1996.
 - Parking Standards – replaces and updates SPG7 adopted March 2004.
- 3.34 In addition to the document itself, the following supporting documents or statements will be published for each LDD:
- a statement of conformity with the RSS or LDF Core Strategy;
 - a report of the Strategic Environmental Assessment / Sustainability Appraisal undertaken;
 - a Consultation Statement giving details of the consultation and engagement undertaken to ensure that the document has been produced in accordance with the SCI.
- All these will be available publicly.
- 3.35 The Proposals Maps (with inset maps) are currently the three area maps in the adopted Wakefield UDP First Alteration. New Proposals Maps will be issued with the Site Proposals DPD and will be kept up to date when further DPDs are introduced.

4.0 Supporting Statement

- 4.1 This section includes background information about preparation of the LDF and explains how resources and the evidence base will be managed.

Stakeholder and Community Involvement

- 4.2 Stakeholder and community involvement is a fundamental requirement of the planning system. The LDS programme includes “consultation milestones” to inform stakeholders when consultation will take place and to let communities know about dates for engagement, to enable them to become involved with the plan-making process.
- 4.3 To make stakeholders and communities aware of the programme for preparing LDDs this LDS is publicly available from the Council or via the Council’s web-site at <http://www.wakefield.gov.uk/ldf>. It will be advertised in the local press and in the Council’s newspaper ‘The Citizen’.
- 4.4 Details of how the community and stakeholders will be involved in the preparation of LDDs are outlined in a separate document – the Statement of Community Involvement (SCI). Wakefield’s SCI was adopted by the Council in February 2006. The SCI sets out the standards and approach to involving stakeholders and the community in the production of all LDDs and major planning applications. It is linked closely to the Council’s Community Engagement Framework. The SCI is publicly available from the Council or via the Council’s web-site at <http://www.wakefield.gov.uk/ldf>.

Strategic Environmental Assessment (SEA) and Sustainability Appraisal (SA).

- 4.5 All new development plans commenced after July 2004 or to be adopted after July 2006 must comply with the requirements of the EU Directive on Strategic Environmental Assessment (SEA)³. The Government has issued further guidance on how this is to be widened to encompass social and economic issues in a full Sustainability Appraisal (SA)⁴. As a result, during the process of preparing LDDs there is a need to:
- identify strategic alternatives;
 - collect base-line monitoring information;
 - predict significant environmental effects;
 - carry out greater consultation with environmental bodies;
 - address and monitor the significant environmental, economic and social effects of the plan.
- It requires the testing of objectives, strategies and policies at each stage of preparation to assess their potential impact on environmental, economic and social objectives and making any necessary changes to ensure sustainability.
- 4.6 It will be necessary to:
- prepare a Scoping Report, setting out the scope and level of detail of the appraisal, and consult specific bodies;
 - publish the outcome of the initial sustainability appraisal to identify the significant effects of different options;
 - prepare a Sustainability Appraisal Report of the ‘preferred options’ and carry out consultation;
 - take into account the results of the Sustainability Appraisal Report and the feedback from consultation in decision making;

³ Environmental Assessment of Plans and Programmes Regulations 2004, and
A Practical Guide to the Strategic Environmental Assessment Directive, ODPM, 2005.

⁴ *Sustainability Appraisal of Regional Spatial Strategies and Local Development Frameworks*, ODPM, 2005.

- prepare a final Sustainability Appraisal Report at the time of submission to the Secretary of State;
- provide information when the plan is adopted and show how the results of the sustainability appraisal have been taken into account.

4.7 The SEA Directive will apply to a number of plans and strategies which the Council is required to produce by statute, not just the LDF. The Council is developing baseline information and ensuring that procedures for consultation with stakeholders and the community are in place to fulfil SEA requirements. The requirements for SEA/SA are embedded into production of LDDs from the outset and have been undertaken for the documents produced so far.

4.8 An SEA/SA Scoping Report was issued for consultation in November 2004 and an Initial Sustainability Appraisal Report was prepared for the consultation on 'Issues & Options' in January 2005. The Initial Sustainability Appraisal Report appraised both the proposed objectives and the various options for strategy and policies put forward at that time and the results were taken into account when preparing 'Preferred Options'. The Core Strategy and Development Control Policies Preferred Options Reports published in January 2006 were accompanied by a Sustainability Report which appraised the preferred options for objectives and policies. The results are being taken into account preparing the Core Strategy and Development Policies submission documents. Sustainability Reports have also been prepared to accompany the Central Wakefield Area Action Plan.

Evidence Base and Monitoring

4.9 Preparation of LDDs requires a range of relevant information to be available to provide evidence to support the strategy and policies proposed and a baseline for monitoring the effects of policies and proposals, to be reported through the AMR. The Government has issued guidance⁵ on the scope and content of AMRs which includes a number of LDF Core Output Indicators that each local authority should monitor. Wakefield's current AMR sets out what information is currently available to monitor the Core Output Indicators and where gaps exist. Future AMRs will show how the Council is widening the evidence base to enable the full range of Core Output Indicators to be monitored. As preparation of LDDs progresses, the need for local output indicators may be identified to enable the full range of policies to be monitored. These too will need to be supported by widening the range of information available. The evidence base is also an important element of undertaking SEA/SA and monitoring the impact of policies and proposals.

4.10 Key elements of the evidence base and the baseline information for SEA/SA are listed below. Studies and information will be published before or at the same time as the documents to which they relate:

- Half-yearly housing completions and land supply information – enables monitoring of the Housing Trajectory (required by Government) and feeds into the RSS and LDF AMRs.
- Half-yearly employment land completions and supply information – feeds into the RSS and LDF AMRs.
- Urban Potential Study 2001 – estimates the number of dwellings which can be provided within the main settlements in Wakefield District. Updated to 2004 and issued as part of the evidence base supporting the 'Issues & Options' consultation, January 2005.
- Housing Needs Study – provides an assessment of the need for affordable and social housing in the District and sub-areas. Issued by Sustainable Communities Service.
- West Yorkshire Retail Study 1998 – prepared for the West Yorkshire authorities by Colliers Erdman Lewis.

⁵ Local Development Framework Monitoring: A Good Practice Guide, ODPM, 2005.

- Landscape Character Assessment Report – issued as part of the evidence base supporting the ‘Issues & Options’ consultation, January 2005.
- Strategic Flood Risk Assessment – joint assessment undertaken by consultants on behalf of Calderdale, Kirklees and Wakefield Councils. Final report May 2005.

Joint Working

- 4.11 Wakefield Council enjoys good working relationships with neighbouring authorities (including those outside West Yorkshire) and with the Yorkshire & Humber Assembly. The Council has worked closely with other authorities and the GOYH, under the leadership of the Yorkshire & Humber Assembly, in the development of proposals for the ‘Leeds City Region’ in the draft new RSS. It has also collaborated with Kirklees and Calderdale Councils in the production of a joint Strategic Flood Risk Assessment.
- 4.12 The new planning policy statement on housing⁶ issued by the Government advises joint working between authorities on the sub-region on Strategic Housing Market and Housing Land Availability Assessments. The implications of this are still being considered. This may lead to the production of joint reports and possibly joint LDDs in future, but at this stage it is not the Council’s intention to set up joint working arrangements with neighbouring authorities to prepare LDDs.

Resources

- 4.13 The core resource available for the preparation of LDDs is the Spatial Policy Group within the Council’s Regeneration Services. The team will take the lead in preparing the DPDs listed in Tables 1 and 2, apart from the Central Wakefield Area Action Plan. It comprises:
- 1 x Group Manager
 - 2 x Team Leaders
 - 2 x Project Leaders
 - 2 x Senior Project Officer
 - 1 x Project Officer
 - 2 x Project Assistants
 - 1 x Support Assistant

The team will work collaboratively throughout with officers in other parts of Regeneration Services, notably Development Control, Major Projects, Housing and Public Protection, and Transportation & Highways. Other Council services will contribute to policy development and site identification. In addition, reflecting the nature of the LDF as a corporate document, corporate resources will be involved in:

- Community Engagement.
- Strategic Environmental Assessment (SEA) / Sustainability Appraisal (SA).
- Links with Wakefield District Partnership
- Administration.

- 4.14 The new planning system relies on engagement with the community and stakeholders to a much greater degree than was the case with the UDP. A high level of skill and experience will be needed to achieve effective engagement and officers who are responsible for corporate engagement activities will be relied upon to achieve the necessary standards. The Community Engagement Team in the Culture Directorate will help to ensure the involvement of local communities and stakeholders at the appropriate time, using the methods agreed in the Statement of Community Involvement.
- 4.15 Involving the Wakefield District Partnership in the process of preparing LDDs, to ensure close alignment with the Community Strategy, will be achieved through working with the

⁶ Planning Policy Statement 3: Housing (PPS3), DCLG, November 2006.

Community Strategy & Partnerships Team in the Culture Directorate. They will also provide assistance with SEA/SA though so far it has proved necessary to rely on external assistance to ensure that the full requirements are met.

Programme Management & Responsibilities

- 4.16 The Service Director, Planning within the Council's Regeneration Services will have overall responsibility for preparing most LDDs. Day to day management will be the responsibility of the Spatial Policy Manager, with the Development Control Manager overseeing production of most SPDs.

Council Procedures

- 4.17 For each DPD the procedures are as follows:
- Decisions about all pre-submission stages are delegated to the Corporate Director Regeneration after considering the views of the LDF Sounding Board.
 - For the submission and adoption stages a full Council resolution will be required.
- For the SCI the procedures are as follows:
- Decisions about all pre-submission stages are delegated to the Corporate Director Regeneration in consultation with Cabinet Member/Spokesperson after considering the views of the LDF Sounding Board.
 - For the submission and adoption stages a full Council resolution will be required.
- For each SPD the procedures are as follows:
- Decisions about all pre-adoption stages are delegated to Corporate Director Regeneration in consultation with Cabinet Member/Spokesperson.
 - For the adoption stage a full Council resolution will be required.
- 4.18 An LDF Sounding Board has been established to provide Member advice at important points in the process. The Board will be advisory, without formal decision making powers. Regular reports will be made to the Local Economy Overview and Scrutiny Committee on progress in preparing LDDs. Involvement of the Wakefield District Partnership at each stage of LDD preparation will be crucial. Reporting to the Partnership will be a key means of engaging the range of community and other groups who make up the membership.

Risk Assessment

- 4.19 In preparing the LDS a number of risks have been identified which could have serious implications for meeting the timetable and milestones for individual LDDs and the LDF as a whole. Appropriate response need to be in place to minimize the impact of these risks should they arise:

Risk	Response
Slippage due to new national or regional policies / guidance requiring additional work.	Monitor changes to national and regional policy to determine implications for LDF. Re-assess priorities for LDDs.
Insufficient resources available to prepare documents according to LDS timetable.	Regular monitoring of progress. Give high priority to preparation of the LDF within the Council. Aim to divert additional resources to the preparation of the LDF either from within the Council itself or in the form of external assistance. Re-assess LDS programme.
Shortage of available skills to undertake particular aspects of the work.	Develop necessary skills through training. Divert staff from elsewhere in the Council, where possible. Appoint external consultants.
Staff turnover.	Regular monitoring of staff satisfaction. Commitment to fill vacant posts quickly. Re-assess LDS programme, if necessary.
Capacity of stakeholders to respond to consultation / engagement.	Early consultation with stakeholders on proposed timetable.
Delay in preparing Regional Spatial Strategy.	Close working with GOYH and Yorkshire & Humber Assembly. Where appropriate, rely on existing RSS issued December 2004. Revise LDS if necessary.
Large numbers of adverse comments / representations during consultation causing additional work.	Carry out extensive early engagement to identify communities' concerns before preferred options are developed.
Capacity of GOYH and PINS to meet programme for DPD Public Examinations.	Close working with GOYH and PINS on the LDS programme to provide early warning of problems.
DPDs found not to be sound following submission.	Close working with GOYH and PINS on the content of DPDs, Close working with Yorkshire & Humber Assembly to ensure conformity with Regional Spatial Strategy. Use of the Soundness Toolkit provided by the Planning Advisory Service.
Legal challenge.	Involvement of Legal Services to ensure that statutory requirements have been met.

Figure 1. Wakefield Initial Local Development Framework and Development Plan

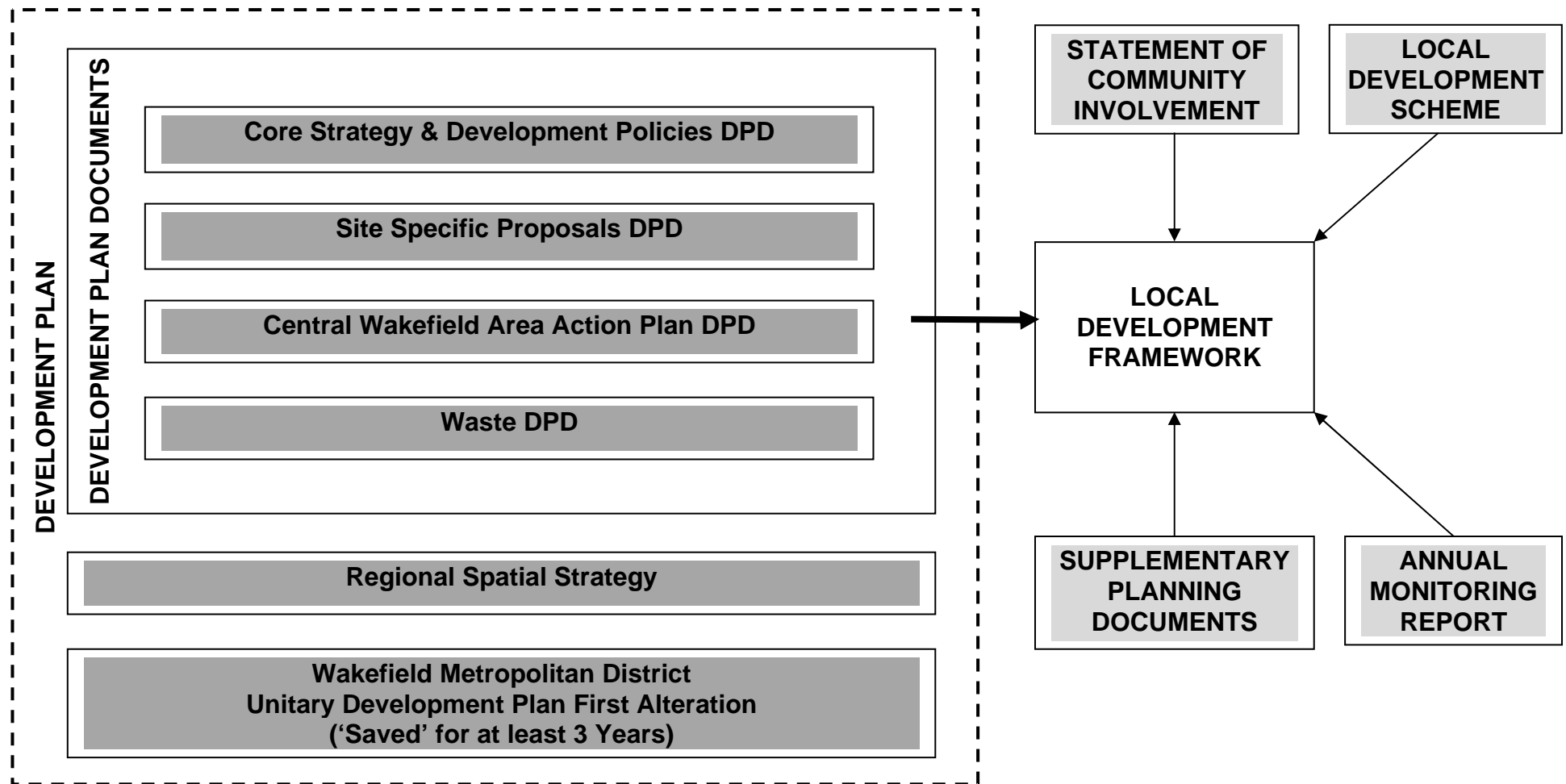


TABLE 1 – SCHEDULE OF PROPOSED LOCAL DEVELOPMENT DOCUMENTS

Document Name	Status	Role and Content	Chain of Conformity	Early Community Engagement	Pre-Submission Consultation – Issues & Options	Pre-Submission Public Participation – Preferred Options	Publication of Draft (SPDs only) Pre-Adoption Consultation & Public Participation	Submission to Secretary of State – Formal Consultation Period	Estimated Start Date for Public Examination	Estimated Receipt of Inspector's Binding Report	Estimated Date of Adoption by Council
Development Plan Documents											
Core Strategy	Development Plan Document	District-wide vision, objectives and spatial development strategy to deliver the Community Strategy. Strategic policies to guide the development of places, replacing policies in the UDP.	Must be in general conformity with RSS. All other LDDs to be in conformity with Core Strategy.	July to December 2004	January to February 2005	January to February 2006	N/A	January to February 2008	August 2008	January 2009	March 2009
Development Policies DPD	Development Plan Document	Policies to manage development, replacing policies in the UDP.	With Core Strategy and RSS.	July to December 2004	January to February 2005	January to February 2006	N/A	January to February 2008	September 2008	February 2009	April 2009
Site Specific Proposals DPD	Development Plan Document	Sites allocated for specific purposes or designated for special protection.	With Core Strategy and RSS.	July to December 2004	January to February 2005	February to March 2008	N/A	February to March 2009	December 2009	May 2010	July 2010
Central Wakefield Area Action Plan DPD	Development Plan Document	Framework for urban renaissance and guidance on key development opportunities.	With Core Strategy and RSS.	September 2004 to February 2005	June to July 2005	January to February 2007	N/A	May to June 2008	February 2009	July 2009	September 2009
Waste DPD	Development Plan Document	Framework for the management and disposal of waste.	With Core Strategy and RSS.	October 2007 to February 2008	March to April 2008	August to September 2008	N/A	March to April 2009	October 2009	March 2010	May 2010

Document Name	Status	Role and Content	Chain of Conformity	Early Community Engagement	Pre-Submission Consultation – Issues & Options	Pre-Submission Public Participation – Preferred Options	Publication of Draft (SPDs only) Pre-Adoption Consultation & Public Participation	Submission to Secretary of State – Formal Consultation Period	Start Date for Public Examination	Receipt of Inspector's Binding Report	Estimated Date of Adoption by Council
Supplementary Planning Documents											
Policy for Developer Contributions SPD	Supplementary Planning Document	Sets out how developer contributions to infrastructure / facilities will be assessed.	With saved UDP policies.	October 2006 to August 2007	N/A	N/A	September to October 2007	N/A	N/A	N/A	February 2008
Residential Design Guide SPD	Supplementary Planning Document		With saved UDP policies, Core Strategy and Development Policies.	September 2007 to February 2008	N/A	N/A	March to April 2008	N/A	N/A	N/A	August 2008
Parking Standards SPD	Supplementary Planning Document		With saved UDP policies, Core Strategy and Development Policies.	September 2007 to February 2008	N/A	N/A	March to April 2008	N/A	N/A	N/A	August 2008

Reference

Early Community Engagement	Yellow
Pre-submission Consultation – Issues & Options	Orange
Pre-submission Public Participation – Preferred Options (6 weeks)	Red
Submission to Secretary of State – Formal Consultation Period (6 weeks)	Blue
Pre-Examination Meeting	Magenta
Public Examination	Magenta
Receipt of Inspector's Binding Report	Green
Pre-Adoption Public Participation – Supplementary Planning Documents (4-6 weeks)	Cyan
Estimated Date for Adoption by Council	Light Green
Saved Unitary Development Plan Policies	Grey
Annual Monitoring Report Publication	Brown

TABLE 3 – PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

Document Details	
Title.	Core Strategy DPD
Role and Subject	Strategic document setting out the spatial vision, objectives and strategy for meeting known and anticipated development requirements to 2024. It will include strategic policies and a statement of the number of dwellings required.
Coverage	District-wide
Status	Development Plan Document
Chain of Conformity	With existing and emerging new Regional Spatial Strategy and national planning policy statements and guidance.
Timetable	
Pre-Production and Early Community Engagement	July 2004 to December 2004
Pre-Submission Consultation – Issues & Options and Initial Sustainability Appraisal	January 2005 to February 2005
Pre-Submission Public Participation – Preferred Options Report and Sustainability Report	January 2006 to February 2006
Consideration of Representations, preparation of Submission DPD and any amendments to Sustainability Report	March 2006 to December 2007
Submission of DPD and Sustainability Report to Secretary of State	January 2008
Formal Consultation on Submission DPD and Sustainability Report	January 2008 to February 2008
Pre-examination Consideration of Representations	March 2008 to July 2008
Pre-examination Meeting	May 2008
Public Examination Period	August 2008
Estimated Receipt of Inspector's Binding Report	January 2009
Estimated Date of Adoption and Publication of DPD by Council	March 2009
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Spatial Policy Manager to provide project management
Political Management	Decisions for all pre-submission stages delegated to Corporate Director Regeneration after considering the views of the LDF Sounding Board. Full Council Resolution required for submission and adoption stages.
Council resources required to produce the DPD	Spatial Policy Group in consultation with other services and with corporate support.
Community & Stakeholder Involvement	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Development Policies DPD
Role and Subject	Provides policies designed to guide the location and manage the quality of development, and to conserve and enhance buildings or sites needing specific protection. These will replace policies in the saved Wakefield Metropolitan District Unitary Development Plan First Alteration. It will not include details of land allocations or designations. Separate DPDs relating to leisure/open space and retailing/town centres will be prepared at a later date to replace policies in the UDP.
Coverage	District-wide
Status	Development Plan Document
Chain of Conformity	With existing and emerging new Regional Spatial Strategy and national planning policy statements and guidance.
Timetable	
Pre-Production and Early Community Engagement	July 2004 to December 2004
Pre-Submission Consultation – Issues & Options and Initial Sustainability Appraisal	January 2005 to February 2005
Pre-Submission Public Participation – Preferred Options Report and Sustainability Report	January 2006 to February 2006
Consideration of Representations, preparation of Submission DPD and any amendments to Sustainability Report	March 2006 to December 2007
Submission of DPD and Sustainability Report to Secretary of State	January 2008
Formal Consultation on Submission DPD and Sustainability Report	January 2008 to February 2008
Pre-examination Consideration of Representations	March 2008 to August 2008
Pre-examination Meeting	June 2008
Public Examination Period	September 2008
Estimated Receipt of Inspector's Binding Report	February 2009
Estimated Date of Adoption and Publication of DPD by Council	April 2009
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Spatial Policy Manager to provide project management
Political Management	Decisions for all pre-submission stages delegated to Corporate Director Regeneration after considering the views of the LDF Sounding Board. Full Council Resolution required for submission and adoption stages.
Council resources required to produce the DPD	Spatial Policy Group in consultation with other services and with corporate support.
Community & Stakeholder Involvement	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Site Specific Proposals DPD
Role and Subject	Provides proposals to meet the aims of the Core Strategy for promoting development and for conserving the natural and built environment. To include land allocations for housing, employment and mixed use to meet anticipated development needs. These proposals will replace those in the saved Wakefield Metropolitan District Unitary Development Plan First Alteration. To take into account Government guidance on Gypsy, Travellers and Travelling Showpeople accommodation, the document will identify land to meet any additional requirement for the district where evidenced by a sub-regional or local assessment of need, including those of surrounding local authorities and the Regional Spatial Strategy. Separate DPDs relating to leisure/open space and retailing/town centres will be prepared at a later date to replace proposals in the UDP.
Coverage	District-wide
Status	Development Plan Document
Chain of Conformity	With Core Strategy, existing and emerging new Regional Spatial Strategy and national planning policy statements and guidance.
Timetable	
Pre-Production and Early Community Engagement	July 2004 to December 2004
Pre-Submission Consultation – Issues & Options and Initial Sustainability Appraisal	January 2005 to February 2005
Pre-Submission Public Participation – Preferred Options Report and Sustainability Report	February 2008 to March 2008
Consideration of Representations, preparation of Submission DPD and any amendments to Sustainability Report	April 2008 to January 2009
Submission of DPD and Sustainability Report to Secretary of State	February 2009
Formal Consultation on Submission DPD and Sustainability Report	February 2009 to March 2009
Pre-examination Consideration of Representations	April 2009 to November 2009
Pre-examination Meeting	September 2009
Public Examination Period	December 2009 to January 2010
Estimated Receipt of Inspector's Binding Report	May 2010
Estimated Date of Adoption and Publication of DPD by Council	July 2010
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Spatial Policy Manager to provide project management
Political Management	Decisions for all pre-submission stages delegated to Corporate Director Regeneration after considering the views of the LDF Sounding Board. Full Council Resolution required for submission and adoption stages.
Council resources required to produce the DPD	Spatial Policy Group in consultation with Major Projects Group, other services and with corporate support.
Community & Stakeholder Involvement	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Central Wakefield Area Action Plan DPD
Role and Subject	Provides framework for urban renaissance and guidance on key development opportunities. It will replace policies and proposals in Volume 5 of the saved Wakefield Metropolitan District Unitary Development Plan First Alteration.
Coverage	Central Wakefield
Status	Development Plan Document
Chain of Conformity	With Core Strategy, existing and emerging new Regional Spatial Strategy and national planning policy statements and guidance.
Timetable	
Pre-Production and Early Community Engagement	September 2004 to February 2005
Pre-Submission Consultation – Issues & Options and Initial Sustainability Appraisal	June 2005 to July 2005
Pre-Submission Public Participation – Preferred Options Report and Sustainability Report	January 2007 to February 2007
Consideration of Representations, preparation of Submission DPD and any amendments to Sustainability Report	March 2007 to April 2008
Submission of DPD and Sustainability Report to Secretary of State	May 2008
Formal Consultation on submission DPD and Sustainability Report	May 2008 to June 2008
Pre-examination Consideration of Representations	July 2008 to January 2009
Pre-examination Meeting	November 2008
Public Examination Period	February 2009
Estimated Receipt of Inspector's Binding Report	July 2009
Estimated Date of Adoption and Publication of DPD by Council	September 2009
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Spatial Policy Manager to provide project management
Political Management	Decisions for all pre-submission stages delegated to Corporate Director Regeneration after considering the views of the LDF Sounding Board. Full Council Resolution required for submission and adoption stages.
Council resources required to produce the DPD	Spatial Policy Group in consultation with Major Projects Group, other services and with corporate support.
Community & Stakeholder Involvement	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Waste DPD
Role and Subject	To provide the framework for the management and disposal of waste in the district including, where appropriate, site specific proposals for waste facilities and policies to guide the location of new waste-related development.
Coverage	District-wide
Status	Development Plan Document
Chain of Conformity	With Core Strategy, existing and emerging new Regional Spatial Strategy and national planning policy statements and guidance.
Timetable	
Pre-Production and Early Community Engagement	October 2007 to February 2008
Pre-Submission Consultation – Issues & Options and Initial sustainability Report	March 2008 to April 2008
Pre-Submission Public Participation – Preferred Options Report and Sustainability Report	August 2008 to September 2008
Consideration of Representations, preparation of Submission DPD and any amendments to Sustainability Report	October 2008 to February 2009
Submission of DPD to Secretary of State	March 2009
Formal Consultation Period on Submission DPD	March 2009 to April 2009
Pre-examination Consideration of Representations	May 2009 to September 2009
Pre-examination Meeting	July 2009
Public Examination Period	October 2009
Estimated Receipt of Inspector's Binding Report	March 2010
Estimated Date of Adoption and Publication of DPD by Council	May 2010
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Spatial Policy and Waste Services Managers to provide joint project management
Political Management	Decisions for all pre-submission stages delegated to Corporate Director Regeneration after considering the views of the LDF Sounding Board. Full Council Resolution required for submission and adoption stages.
Council resources required to produce the DPD	Officers from Waste Services and Spatial Policy Group with corporate and external support.
Community & Stakeholder Involvement	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Policy for Developer Contributions SPD
Role and Subject	Sets out how developer contributions to new or improved infrastructure and facilities, required as a result of a planning obligation or agreement, will be assessed.
Coverage	District-wide
Status	Supplementary Planning Document
Chain of Conformity	With saved UDP policy R2 (Planning Obligations) and supporting text and with LDF Core Strategy and Development Policies DPD.
Timetable	
Early Community Engagement in preparation of Draft SPD and Sustainability Report	October 2006 to August 2007
Pre-Adoption Consultation and Public Participation on Draft SPD and Sustainability Report	September 2007 to October 2007
Consideration of Representations, preparation of Adoption SPD	November 2007 to January 2008
Estimated Date of Adoption and Publication of SPD by Council	February 2008
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Development Control Manager to provide project management
Political Management	Decisions for all pre-adoption stages delegated to Corporate Director Regeneration in consultation with Cabinet Member/ Spokesperson and advice from LDF Sounding Board. Full Council Resolution required for adoption stage.
Council resources required to produce the LDD	Officers from Development Control in consultation with Spatial Policy Group and other services and with corporate support.
Community & Stakeholder Involvement.	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Residential Design Guide SPD
Role and Subject	Establishes best practice and required standards to be achieved in the layout and design of residential developments. Replaces Residential Design Guide SPG (SPG2) adopted November 1996.
Coverage	District-wide
Status	Supplementary Planning Document
Chain of Conformity	With saved UDP policies H6, H8, H9, H16 and supporting text and with LDF Core Strategy and Development Policies DPD.
Timetable	
Early Community Engagement in preparation of Draft SPD and Sustainability Report	September 2007 to February 2008
Pre-Adoption Consultation and Public Participation on Draft SPD and Sustainability Report	March 2008 to April 2008
Consideration of Representations, preparation of Adoption SPD	May 2008 to July 2008
Estimated Date of Adoption and Publication of SPD by Council	August 2008
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Development Control Manager to provide project management
Political Management	Decisions for all pre-adoption stages delegated to Corporate Director Regeneration in consultation with Cabinet Member/ Spokesperson and advice from LDF Sounding Board. Full Council Resolution required for adoption stage.
Council resources required to produce the LDD	Officers from Development Control in consultation with Spatial Policy Group and other services and with corporate support.
Community & Stakeholder Involvement.	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

Document Details	
Title.	Parking Standards SPD
Role and Subject	Provides details of maximum car parking standards for different land use types and locations taking account of the latest national and regional guidance and the latest West Yorkshire Local Transport Plan (LTP2). Replaces and updates District-Wide Parking Standards SPG (SPG7) adopted March 2004.
Coverage	District-wide
Status	Supplementary Planning Document
Chain of Conformity	With saved UDP policy T11 and supporting text and with LDF Core Strategy and Development Policies DPD.
Timetable	
Early Community Engagement in preparation of Draft SPD and Sustainability Report	September 2007 to February 2008
Pre-Adoption Consultation and Public Participation on Draft SPD and Sustainability Report	March 2008 to April 2008
Consideration of Representations, preparation of Adoption SPD	May 2008 to July 2008
Estimated Date of Adoption and Publication of SPD by Council	August 2008
Arrangements for Production	
Lead within the Council	Service Director, Planning
Management Arrangements	Development Control Manager to provide project management
Political Management	Decisions for all pre-adoption stages delegated to Corporate Director Regeneration in consultation with Cabinet Member/ Spokesperson and advice from LDF Sounding Board. Full Council Resolution required for adoption stage.
Council resources required to produce the LDD	Officers from Development Control in consultation with Spatial Policy Group, Transportation and Highways and other services and with corporate support.
Community & Stakeholder Involvement.	In accordance with adopted Statement of Community Involvement
Post Production	
Monitoring and Review	Annual Monitoring Report

APPENDIX 1

Supplementary Planning Guidance

Reference	Name	Date Adopted by Council	Saved UDP Policy / Proposal Reference
SPG 2	Residential Design Guide	November 1996	H6, H8, H9, H16
-	A Green Plan for Wakefield	July 1995 (Planning Committee)	E1, E5, L5, L6
SPG 4	Policy on Development Proposals in Health & Safety Executive Consultation Zones	December 2003	E49
SPG 5	Sustainable Development Guide	March 2004	R1
SPG 6	Affordable Housing	March 2004	H4
SPG 7	District-Wide Parking Standards	March 2004	T11

Design Guides

Name	Type	Date Adopted	Saved UDP Policy / Proposal Reference
Wakefield Waterfront	Design framework	April 1997 (Planning Committee)	WCC35
Shopfront Design Shopfront Signs Shopfront Security	Design Guides	-	E20, E23, E27, E52 E32, E52, E58, E59 E20, E23, E27, E52

Development Briefs

Name	Date Prepared	Saved UDP Policy / Proposal Reference
Glasshoughton, Castleford Development Brief	March 1994	CAS63
Normanton Industrial Estate Extension, Normanton Development Brief	June 1994	NOR2, FTH4
Green Lane, Featherstone Industrial Development Area Development Brief	June 1994	FTH3
Wheldale North & South, Castleford Industrial Sites Development Brief	April 1995	CAS8
Ackton Pasture, Castleford Residential Development Area Development Brief	March 1996	CAS13
South Kirkby Industrial Park, South Kirkby Development Guidelines	March 2002	EMS1
Junction 40, Wakefield Development Brief	April 1995	NWS64
Wakefield Power Station, Wakefield Development Brief	October 1995	SEW2
Snowhill and Newton Hill, Wakefield Development Strategy	July 1997	NWS65
Stanley Royd Hospital, Wakefield Development Strategy	July 1997	NWS66
Wakefield City Centre – Marsh Way Commercial Sector Development Brief	June 1998	WCC19(b)

Pinderfields Hospital, Wakefield Development Guidelines	2001	NWS85
Kirkgate / Sun Lane, Wakefield Regeneration Area	May 2001	WCC34

APPENDIX 2

UDP First Alteration Policies and Proposals where no Replacement DPD is Programmed.

Retail / Town Centres

The Government has published Planning Policy Statement Note 6 – Planning for Town Centres (PPS6). Retail policies in the UDP are still considered to be in line with the approach in PPS6 . However, there is a need for up to date information on retailing and town centre uses before, possibly including a revision of the West Yorkshire Retail Study, before other aspects of PPS6 can be implemented. The intention is to save the policies and reasoned justification in Chapter 7 of Volume 2 of the UDP and related site specific proposals in Volumes 3, 4 and 5 for the medium term and to prepare a separate DPD on retailing at a later date. Details of the proposed DPD will be included in future reviews of the LDS.

Leisure / Open Space

The Council has adopted a Greenspace Strategy and has carried out an audit of Greenspace which will provide the basis for reviewing leisure policies and proposals in the UDP. The intention is to bring forward a separate DPD on Leisure / Open Space in future. Policy statements on leisure in PPS6 will also be taken into account during the preparation of the DPD. It is intended that most policies and the associated reasoned justification in Chapter 8 of UDP Volume 2 will continue to apply and will be saved for the medium term. Site specific open space and playing field allocations in UDP in Volumes 3, 4 and 5 will also be retained. Details of the proposed DPD will be included in future reviews of the LDS.

Final details of the specific policies and proposals saved beyond September 2007 will be shown in the Secretary of State's direction for the extended saving of policies.

UDP Volume	Policy / Proposal
Volume 2 – Policy Reasoned Justification	Retail Policies S1 to S6 and associated reasoned justification
	Leisure Policies L1 to L7 and associated reasoned justification
Volume 3 – Northern Area Proposals	Leisure Proposals and associated reasoned justification CAS48-49, CAS51-56, CAS72 NOR28-31 FTH25-27, FTH32 PNT45-47 KNT28 Town Centre & Retailing Proposals and associated reasoned justification CAS57-60, CAS77-78 NOR32-33 FTH28 PNT48-53, PNT56-60, PNT62-63
Volume 4 – South East Area Proposals	Leisure Proposals and associated reasoned justification HEM44-45, HEM48-50, HEM58 ACK33 EMS45-48, EMS50, EMS52, EMS54, EMS72-74 Town Centre & Retailing Proposals and associated reasoned justification HEM51, HEM61 EMS56-57

Volume 5 – Western Area Proposals	Leisure Proposals and associated reasoned justification NWS56-58, NWS60-63 OH24-25 SEW43-44, SEW47-49 WCS37 Town Centre & Retailing Proposals and associated reasoned justification OH26-28
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APPENDIX 3

Glossary of Terms

Term/Acronym	Definition
Annual Monitoring Report (AMR)	Part of the Local Development Framework which the Council is required to prepare annually showing progress in preparing Local Development Documents compared to targets in the Local Development Scheme, and monitoring the implementation and effectiveness of its policies and proposals in Local Development documents.
Area Action Plan	Area action plans should be used to provide the planning framework for areas where significant change or conservation is needed. They should identify the distribution of uses and their inter-relationships, including specific site allocations, and set the timetable for the implementation of the proposals.
Community Strategy	The plan which local strategic partnerships are required to prepare for improving the economic, environmental and social well being of local areas and by which Councils are expected to co-ordinate the actions of the public, private, voluntary and community organisations that operate locally. Wakefield's Community Strategy is called ' <i>Fast Forward</i> '.
Core Strategy	A Development Plan Document setting out the spatial vision and objectives of the planning framework for an area.
Department for Communities & Local Government (DCLG) (formerly Office of the Deputy Prime Minister (ODPM))	The government department responsible for local and regional government, housing, planning, regeneration, social exclusion and neighbourhood renewal. It works with other Government departments, local councils, businesses, the voluntary sector, and communities themselves to help create sustainable communities.
Development Plan	The statutory plan setting out the local planning authority's policies and proposals for the development and use of land and buildings in the authority's area. In Wakefield the current plan is the Unitary Development Plan First Alteration.
Development Plan Document (DPD)	A Local Development Document which forms part of the statutory development plan, including the Core Strategy, Proposals Maps and Area Action Plans.
Government Office for Yorkshire & the Humber (GOYH)	Represents Central Government in the region and aims to work with regional partners and local people to increase the prosperity of the region, promote sustainable development and tackle social exclusion.
Inset Map	May form part of the adopted Proposals Map probably at a more detailed scale than the rest of the map. Proposals for area action plans may be shown on inset maps.
Key Diagram	May be used to illustrate the broad strategy for the area, including locations for change or strategic development, major transportation issues, and main patterns of movement and constraints. It provides the means to show links and relationships with other strategies and with the plans of neighbouring areas.
Local Development Document (LDD)	Comprising two main types, Development Plan Documents, which will form part of the statutory development plan, and Supplementary Planning Documents, which do not. Together LDDs form the Local Development Framework.
Local Development Framework (LDF)	A portfolio of Local Development Documents which sets out the planning policy framework for the District.
Local Development Scheme (LDS)	A three year project plan setting out the Council's programme for the preparation of Local Development Documents, reviewed annually in the light of the Annual Monitoring Report.
Proposals Map	A map, illustrating clearly on an Ordnance Survey or similar base the spatial extent of policies and proposals, must be prepared and maintained to accompany all Development Plan Documents. This may contain inset maps, where necessary.
Regional Development Agency (RDA)	Government agencies set up to co-ordinate regional economic development and regeneration, enable the English regions to improve their

Term/Acronym	Definition
	relative competitiveness and reduce imbalances within and between regions. Yorkshire Forward is the RDA for Yorkshire & the Humber.
Regional Economic Strategy (RES)	A 10-year plan that provides a framework of common priorities for businesses, public agencies, voluntary groups and communities in the region to focus their investment. It highlights a number of strategic objectives, themes and priority actions for the region and is co-ordinated by Yorkshire Forward.
Regional Planning Guidance (RPG)	Non-statutory guidance prepared by the Yorkshire & Humber Assembly and issued by the Secretary of State. Now replaced by the Regional Spatial Strategy.
Regional Planning Body (RPB)	Body charged with preparing the Regional Spatial Strategy for the region. Yorkshire & Humber Assembly is the RPB for the Yorkshire & the Humber region.
Regional Spatial Strategy (RSS)	The statutory replacement for Regional Planning Guidance prepared by the Yorkshire & Humber Assembly and issued by the Secretary of State. It forms part of the Council's statutory development plan.
Saved Policy / Proposal	A policy or proposal in a current Unitary Development Plan (or Local Plan) which is retained for three years from commencement of Part 2 of the Planning & compulsory Purchase Act 2004 i.e. until 28 th September 2007.
Statement of Community Involvement (SCI)	Sets out the Council's vision and strategy for the standards to be achieved in involving the community and stakeholders in the preparation of all Local Development Documents and in decisions on planning applications.
Strategic Environmental Assessment (SEA)	All major strategies and plans, including Local Development Documents, must be subject to the requirements of the EU Directive on Strategic Environmental Assessment (SEA). Environmental impacts have to be assessed and monitored and necessary mitigation measures identified. (See also Sustainability Appraisal).
Supplementary Planning Document (SPD)	A Local Development Document which is part of the Local Development Framework but does not form part of the statutory development plan. Supplementary Planning Documents elaborate upon policies and proposals in a Development Plan Document or the saved Unitary Development Plan and include development briefs and guidance documents.
Supplementary Planning Guidance (SPG)	Guidance which elaborates upon policies and proposals in the Unitary Development Plan. SPG can not be 'saved' but can still be relevant if related to a policy or proposal in a saved plan or a Development Plan Document. SPG will need to be replaced by an appropriate Supplementary Planning Document.
Sustainable Development	Activity which achieves mutually reinforcing economic, social and environmental benefits without compromising the needs of future generations.
Sustainability Appraisal (SA)	The process of assessing and weighing the economic, social and environmental costs and benefits of development proposals, both individually and collectively. (See also Strategic Environmental Assessment). All Local Development documents must be subject to SA prior to submission and adoption.
Unitary Development Plan (UDP) First Alteration	The statutory development plan for the District adopted by the Council in January 2003 which forms the basis for determining planning applications. Its policies and proposals will be 'saved' for at least three years. Its policies and proposals will be replaced eventually by new Development Plan Documents.
Yorkshire Forward	The regional development agency (RDA) responsible for the sustainable economic development and regeneration of the Yorkshire & the Humber region.
Yorkshire & Humber Assembly (YHA)	Acts as the Regional Planning Body and strategic regional partnership for the Yorkshire & the Humber region. One of its tasks is to prepare the Regional Spatial Strategy on behalf of the Secretary of State.