

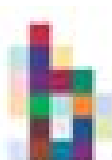


## **City of Bradford Metropolitan District Council**

### **Local Development Scheme**

**Submission version subject of the 'non-intervention' letter dated 21 June 2005 from Government Office for Yorkshire and the Humber. Report to go to the Council's meeting of Executive to be held on 20 September 2005 to formally bring the Scheme into effect.**

**July 2005**



**BRADFORD**  
one landscape many views



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## 1.0 INTRODUCTION

### 1.1 The New Development Planning System

- 1.1.1 The Planning and Compulsory Purchase Act came into force in September 2004 and has introduced major changes to the way in which local planning authorities produce development plans for their areas. The aims of the new Act are to speed up the plan making process and to make it more flexible/responsive to changes in circumstance. Emphasis is placed on keeping plans up to date via a continuous process of monitoring and review. A proactive approach to community involvement throughout the development plan making process is also encouraged.
- 1.1.2 The previous development plan system of Planning Policy Guidance, Regional Planning Guidance for Yorkshire and Humber, and the City of Bradford Unitary Development Plan has been replaced by a new system. For the Bradford District the new system consists of:
- Planning Policy Statements – these set out national planning policy and are produced by central Government. These are progressively replacing Planning Policy Guidance Notes (PPGs).
  - Regional Spatial Strategy for Yorkshire and the Humber – this sets out the planning policy for the region, produced by the Yorkshire and Humber Regional Assembly and issued by the First Secretary of State
  - Local Development Framework – this sets out the core strategy, planning proposals and policies for the District, and is produced at a local level by Bradford Council
- 1.1.3 The Local Development Framework (LDF) for Bradford District will consist of a portfolio of Local Development Documents (LDD's), these will provide the framework for delivering the spatial planning strategy for the area. Unlike the current system of a single development plan the new development plan will consist of a series of separate documents. The preparation of an LDF will be a continual process, with LDD's adopted and new ones added to the LDF at different stages. There are two main types of Local Development Documents:
- 1.1.4 Development Plan Documents (DPD) – these are LDD's that will form part of the statutory development plan and will be the subject of a Public Examination by an independent Inspector. Development Plan Documents together with the Regional Spatial Strategy for Yorkshire and the Humber will form the statutory development plan for the Bradford District and will be the start point for the consideration of planning applications.
- 1.1.5 Development Plan Documents will progressively replace the current 1998 Adopted Unitary Development Plan and the soon to be adopted Replacement Unitary Development Plan.
- 1.1.6 Supplementary Planning Documents (SPD) - these LDD's are non-statutory documents that supplement policies and proposals contained in a Development Plan Document. For example, they may provide more

detail to a DPD or may focus on developing a brief for a site. SPD's will be the subject of public consultation but not a Public Examination.

- 1.1.7 The Local Development Framework portfolio will also include the following documents:
- 1.1.8 Statement of Community Involvement (SCI) – this Local Development Document will illustrate how the Council intends to engage the local community and stakeholders in preparing/reviewing Local Development Documents and in the consideration of planning applications. The SCI is not a Development Plan Document, however, it is the subject of a formal public consultation process and an independent Examination by an Inspector.
- 1.1.9 Local Development Scheme (LDS) - this is a three year rolling work programme which sets out the details, timescales and arrangements for producing, monitoring and reviewing Local Development Documents
- 1.1.10 Annual Monitoring Report (AMR) – this report will set out the progress being made in producing LDDs and the effectiveness of policies contained within LDDs. The information gathered will form part of the evidence base that is used to review whether any changes are required to the Local Development Scheme.
- 1.1.11 The policy and proposals content of all Development Plan Documents and Supplementary Planning Documents will be the subject of a Sustainability Appraisal (SA) and European Union Directive 2001/42/EC Strategic Environmental Assessment (SEA) to ensure that sustainable development principles are met.
- 1.1.12 The preparation of an LDF will be a continual process with new Local Development Documents added to the LDF at different times to reflect changes in circumstance; such as the need for an Area Action Plan, changing Government guidance or the findings in the Annual Monitoring Report. The production cycle for individual LDD's is contained in this Local Development Scheme.

## **1.2 The Purpose and Content of the Local Development Scheme**

- 1.2.1 One of the requirements of the Planning and Compensation Act is that all local authorities produce and regularly review a Local Development Scheme. The purpose of this Local Development Scheme (LDS) is to provide a starting point for the local community and stakeholders to find out what planning policies and proposals (Local Development Documents) the Council intends to produce as part of the Local Development Framework over the course of the next three years. It also sets out the timetable for monitoring and reviewing policies and proposals contained in LDD's once they have been adopted.
- 1.2.2 This LDS establishes the Council's work programme priorities for development plan preparation and has an initial timeframe of January

2005 to January 2008. It provides summary details of the nature and content of each LDD, the geographic area to which each LDD relates, the interrelationship between documents and the timetable for document preparation. (More details are provided in sections 3 - 5 below.)

- 1.2.3 This LDS was submitted to the Government Office for Yorkshire and the Humber, for formal consideration before the end of March 2005.
- 1.2.4 The LDS will be reviewed at least annually, at each review the LDS will be rolled forward with new LDD's added, amended or reviewed to ensure that the LDF is up to date. The progress in delivering the LDS programme will be reviewed annually in December at the same time as the Annual Monitoring Report. The first review in December 2005 will be linked to the saving of the replacement UDP (see paragraph 3.1.3).

### **1.3 Stakeholder and Community Involvement**

- 1.3.1 A key objective of the new planning system is to strengthen community and stakeholder involvement in the preparation and revision of Local Development Documents. The LDS programme therefore allocates time for community consultation (see table 1: Schedule of Proposed LDD's, on page 7 below). The aim of this is to inform the public and interested parties in advance of when public consultation is likely to take place for individual documents.
- 1.3.2 Details of how the community and interested parties will be involved in LDD preparation will be set out in a separate document that is to be produced by the Council entitled 'Statement of Community Involvement' (SCI). The SCI is one of the first documents that the Council intends to produce under the new planning arrangements; the timetable for this is provided in tables 1 and 2 on pages 7 and 15 below.

## **2.0 ARRANGEMENTS DURING THE TRANSITIONAL PERIOD**

### **2.1 Saved Documents**

- 2.1.1 In the period between 28th September 2004, when the Planning and Compulsory Purchase Act 2004 came into force, and the completion of the first Local Development Documents, transitional arrangements automatically allow the existing policies and proposals in the adopted Unitary Development Plan to be 'saved' for a period of three years. For plans in preparation, the three year period commences from the date of adoption of the plan.
- 2.1.2 The Council's Adopted Unitary Development Plan was adopted in January 1998, however, the Replacement Unitary Development Plan is in the final stages of production, and it is anticipated that it will be adopted in Autumn 2005. Therefore, under the transitional arrangements, the Adopted UDP policies and proposals will be 'saved' and will continue to be part of the statutory Development Plan for the District, until Autumn 2005; then, on

the adoption of the Replacement UDP, its policies and proposals will automatically be saved until the autumn of 2008.

- 2.1.3 As the Replacement UDP is an up to date plan, it may be appropriate to 'save' some of the policies and proposals for longer than the specified three year period. Following the adoption of the Replacement UDP, the Council will hold discussions with the Government Office to decide whether it is possible to save some of the policies and proposals for a longer period.
- 2.1.4 Supplementary Planning Guidance (SPG) cannot be saved under the new system, but the items listed in Appendix 2 will continue to be a material consideration, when planning applications are determined, whilst the relevant saved policies are in place.

### **3.0 SCHEDULE OF PROPOSED LOCAL DEVELOPMENT DOCUMENTS**

#### **3.1 Proposed Local Development Documents**

- 3.1.1 A list of proposed LDD's to be prepared over the next three years is summarised in a schedule in table 1 on page 7 below. The schedule provides a brief description of the content of each LDD and the key milestones for document preparation from early public consultation through to adoption. It also distinguishes which documents will be Development Plan Documents from Supplementary Planning Documents.
- 3.1.2 It is intended that the following LDD's identified in tables 1 - 3 on pages 7 – 16 below are to be produced by Bradford Council in the first three years:
- Statement of Community Involvement (LDD)
  - Core Strategy (DPD)
  - Housing and Employment Sites and Safeguarded Land Allocations (DPD)
  - Bradford Waste Management Plan (DPD)
  - Bradford City Centre Area Action Plan (DPD)
  - Proposals Map (DPD)
  - Large Family Housing (SPD)
  - Affordable Housing (SPD)
  - Designing Out Crime (SPD)
  - Sustainable Design (SPD)
  - Tree Protection (SPD)
  - Landscape Character Assessment (SPD)
- 3.1.3 Bradford Council's priority in this initial Local Development Scheme is to focus on maintaining an up to date planning policy framework. At present the 1998 Unitary Development Plan forms the statutory development plan for the District and is automatically "saved" for a period of three years under the Act's transitional arrangements. Yet many of the policies and proposals in this document are becoming out of date. The Council however, anticipates that the emerging Replacement UDP will be adopted

in the autumn of 2005; policies and proposals in this document will then be “saved” for a period of three years from the date of adoption. Bearing in mind the above, the Council is seeking to achieve an up to date base of “saved” policies and proposals as soon as possible. It is therefore proposed that this LDS is treated as an interim statement for review in December 2005, once the Replacement UDP has been adopted.

- 3.1.4 A further two potential LDD's may be added to the LDS when it is reviewed in December 2005. The first is in response to work undertaken by Arup Consultants, who have conducted an economic assessment of Airedale. Their report 'A Masterplan and Strategy for Airedale' was published in April 2005. Until a thorough analysis of the recommendations in the report is undertaken, it is not known if Airedale will be treated as an SPD linked to saved policies, or a series of Area Action Plan DPD's that will need to conform with the Core Strategy.
- 3.1.5 The second potential LDD is in response to work being undertaken by GVA Grimley who are the lead consultants in drafting the Manningham Masterplan. Again, it is not known if the Masterplan will be treated as an SPD or a DPD; until the recommendations and land use implications of this study are clarified in a Report due to be issued by the consultants in Spring 2005.

**TABLE 1**  
**SCHEDULE OF PROPOSED LOCAL DEVELOPMENT DOCUMENTS**  
**2004-2007**

<b>Document Title</b>	<b>Status</b>	<b>Brief Description</b>	<b>Chain of Conformity</b>	<b>Consultation on Issues and Options (Reg 25)</b>	<b>Public Participation on Preferred Options (Reg 26)</b>	<b>Date for Submission (Reg 28)</b>	<b>Public Examination Date</b>	<b>Adoption Date</b>
<b>Replacement UDP:</b> Policies and Proposals saved for at least 3 years from the date of adoption (i.e. up to November 2008)								
<b>Statement of Community Involvement</b>	<b>LDD</b>	This document will set out how the community will be consulted on all Local Development Documents and planning applications	Must be in conformity with the Regulations and will have regard to the Council's Corporate Communications Strategy	June 2005 (Start of Document preparation & Initial Consultation with key stakeholders)	August - September 2005 (Consultation on Draft SCI)	December - January 2005	June 2006	October 2006
<b>Core Strategy</b>	<b>DPD</b>	Strategic document setting out the Spatial Vision and Objectives for meeting known and anticipated development requirements.	RSS, & National Planning Policy Statements.	April/May 2006	September-October 2006	March - April 2007	September - October 2007	April 2008
<b>Proposals Map</b>	<b>DPD</b>	Reflect policies and proposals in DPDs	Core Strategy and other DPDs	Dependent on the timetable of Core Strategy and other DPDs				



<b>Document Title</b>	<b>Status</b>	<b>Brief Description</b>	<b>Chain of Conformity</b>	<b>Consultation on Issues and Options (Reg 25)</b>	<b>Public Participation on Preferred Options (Reg 26)</b>	<b>Date for Submission (Reg 28)</b>	<b>Public Examination Date</b>	<b>Adoption Date</b>
<b>Housing and Employment Sites and Safeguarded Land Allocations</b>	<b>DPD</b>	To identify sites proposed to be developed for housing and employment in order to meet the Vision and Objectives of the Core Strategy. It will set out policies for the development of such sites and phasing policies as appropriate. It will also identify safeguarded land to meet long-term development needs and ensure a long-term green belt.	RSS, Core Strategy, National Planning Policy Statements.	September – October 2006	May – June 2007	January – February 2008	September – November 2008	May 2009

<b>Document Title</b>	<b>Status</b>	<b>Brief Description</b>	<b>Chain of Conformity</b>	<b>Consultation on Issues and Options (Reg 25)</b>	<b>Public Participation on Preferred Options (Reg 26)</b>	<b>Date for Submission (Reg 28)</b>	<b>Public Examination Date</b>	<b>Adoption Date</b>
<b>Bradford City Centre Area Action Plan</b>	<b>DPD</b>	Provide the statutory basis for the implementation of the City Centre Masterplan and associated four neighbourhood plans. Provide the spatial expression to deliver the identified sites and areas of change and constraint	Saved rUDP policy, RSS & National Planning Policy Statements.	September – October 2005	February – March 2006	July – August 2006	February - March 2007	September 2007
<b>Bradford Waste Management Plan</b>	<b>DPD</b>	Set out the Council's Spatial Strategy for dealing with waste within the District. Identify waste management sites for dealing with the different streams of waste.	RSS, National Planning Policy Statements & Core Strategy	May-June 2006	October – November 2006	May - June 2007	January - February 2008	August 2008

<b>Document Title</b>	<b>Status</b>	<b>Brief Description</b>	<b>Chain of Conformity</b>	<b>Commencement of Document Preparation</b>	<b>Public Participation on Draft SPD</b>	<b>Adoption Date</b>
<b>Large Family Housing</b>	<b>SPD</b>	Supports the saved policy H4 on general design considerations on housing sites in the Adopted UDP (1998), and policies H7 and H8 on density of the emerging Replacement UDP. Sets out the consideration of design issues relating to large family housing.	Adopted UDP	March 2005	August – September 2005	December 2005
<b>Designing out Crime</b>	<b>SPD</b>	A guide setting out how to reduce potential crime and nuisance through the physical design and layout of development schemes. The SPD is linked to the saved policy EN29 in the Adopted UDP (1998). It will also supplement policy D4 in the emerging Replacement UDP	Adopted UDP	Ongoing Evidence gathering and draft document 2004 – May 2005	June – July 2005	November 2005
<b>Landscape Character Assessment</b>	<b>SPD</b>	Supports the saved policy on Special Landscape Areas in the Adopted UDP (1998), and policy NE4 of the emerging Replacement UDP. Sets out the landscape character assessment of the District (excludes built up areas). Provides guidance on key character areas and their characteristics and guidance for managing development and change within them.	Adopted UDP	Draft Landscape Area Assessment published	June – July 2005	October 2005

<b>Document Title</b>	<b>Status</b>	<b>Brief Description</b>	<b>Chain of Conformity</b>	<b>Commencement of Document Preparation</b>	<b>Public Participation on Draft SPD</b>	<b>Adoption Date</b>
<b>Tree Protection</b>	<b>SPD</b>	Supports the saved policies on the protection of trees on development sites in the Adopted UDP (1998) – policies EN27A & EN27B, and policies NE5 and NE6 of the emerging Replacement UDP	Adopted UDP	April 2006	August - September 2006	December 2006
<b>Affordable Housing</b>	<b>SPD</b>	Supports the saved policies H6 and H7 on Affordable Housing in the Adopted UDP (1998) and Policies H9 and H10 of the emerging Replacement UDP. Provide guidance on how the policies will be implemented	Adopted UDP	April 2005	August - September 2005	December 2005
<b>Sustainable Design</b>	<b>SPD</b>	Sustainable design guide setting out broad principles for the development of individual buildings or groups of buildings to meet sustainable objectives. The SPD is linked to the saved policy UDP1 in the Adopted UDP (1998). It will also supplement the policies in the emerging Replacement UDP	Adopted UDP	Evidence gathering and draft document completed February 2005	June – July 2005	November 2005

### FUTURE LOCAL DEVELOPMENT DOCUMENTS STILL TO BE DETERMINED (2004-2007)

Document Title	Status	Brief Description	Chain of Conformity	Consultation on Issues & Options	Public Participation on Preferred Options	Date for Submission	Public Examination Date	Adoption Date
<b>Airedale Strategy, including the Canal Road Study</b>	Dependent upon the outcome of the Airedale Report	The Airedale Masterplan Report was published in April 2005. Until a thorough analysis of the recommendations has been undertaken, it is not possible to determine the exact nature of the LDD's required. It is anticipated that this work will be completed by Summer 2005, and any further DPDs and SPDs will be incorporated in the review of the LDS in December 2005.	Saved rUDP policy and/or Core Strategy	Timetable dependent on the outcome of the Report published in April 2005				
<b>Manningham Masterplan</b>	Dependent upon the outcome of the Masterplan	The scale and nature of this document will depend on the outcome of work by G V A Grimley. The report is expected by Spring 2005.	Saved rUDP policy and/or Core Strategy	Timetable dependent on the outcome of the Report due in Spring 2005				

In addition to the above, Supplementary Planning Documents or if necessary Development Plan Documents will be required for the Mixed Use Areas allocated in the rUDP.

### **LONGER TERM DEVELOPMENT PLAN DOCUMENTS – POST 2007**

- **Generic Development Control Policies**

These will be required as necessary to replace the relevant saved policies in the rUDP.

- **Recreation Strategy**

Links to the comments of the Inspector in considering representations to the replacement UDP and the requirements introduced in PPG17. The scope and content will depend on the outcome of PPG17 assessment of need and the value of open space expected to be completed by October 2005 (see table 4: Evidence Base Components, on page 35 below). The assessment includes several key tasks including the identification of local needs, audit local provision, set local standards, apply provision standards to identify surpluses and deficiencies and assess current policies. The findings of the study will be considered at the first review of the LDS in December 2005.

### **FURTHER SUPPLEMENTARY PLANNING DOCUMENTS**

- Planning Obligations
- Shopfront Design
- Bingley Town Centre
- Saltaire World Heritage Site
- Conservation Area Action Plans
- Keighley Town Centre Expansion Area
- Site Specific Development Briefs
- Telecommunications

#### **4.0 PROGRAMME OF PROPOSED LOCAL DEVELOPMENT DOCUMENTS**


- 4.1 The timetable for the production of Local Development Documents is highlighted in two separate Gantt Charts illustrated in tables 2 and 3 below. Table 2 illustrates the key stages for producing Development Plan Documents, and table 3 illustrates the key stages for producing Supplementary Planning Documents.





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## KEY



Color	Process Stage
Red	Commencement of Process - Evidence Gathering and Preparation of Draft SPD
Yellow	Public Participation on Draft SPD and Sustainability Appraisal Report for Public Comment
Pink	Consideration of Representations and Finalise SPD
Blue	Estimated Adoption

## **5.0 LOCAL DEVELOPMENT DOCUMENT PROFILES**

- 5.1 The profiles for individual LDD's are contained in this section. The profiles provide detailed information on the nature, content, timetable for production, and resource input required in producing each LDD.
- 5.2 A diagram highlighting the relationship between the different LDD's is illustrated in Diagram 1 on page 29.

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Statement of Community Involvement</b>
Role and Subject	This document will set out how the community, stakeholders and other interested parties will be consulted on all Local Development Documents and planning applications
Coverage	District-wide
Status	Local Development Document
Conformity	Must at least meet minimum Planning Regulation requirements and have regard to the Council's Corporate Communications Strategy
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	June 2005
Consultation on Draft SCI	August/September 2005
Consideration of Representations on Draft SCI	October/November 2005
Submission of SCI to Secretary of State	December 2005
Consultation on Submitted Document	December 2005/January 2006
Pre- examination Meeting	April 2006
Public Examination Period	June 2006
Receipt of Inspector's Binding Report	August 2006
Adoption and Publication	October 2006
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Service - Plans and Performance
Management Arrangements	Group Planning Manager Development Plans & Policy with the support of Council's Community Strategy team
Political Management	Decisions on all pre-submission stages delegated to the Director of Transportation, Design and Planning in consultation with Executive Environment Portfolio holder. Full Council resolution required for both the submission and adoption stages.
Council resources required to produce the LDD	Development Plans and Policy Group led by the Group Planning Manager, in consultation with other services and with corporate support.
External resources required	None
Involvement of the Community and Stakeholders	Community/stakeholder engagement will at least meet Planning Regulation requirements, and will be undertaken using appropriate methods that meet the objectives for community planning defined in the Community Strategy
<b>Post Production</b>	
Monitoring and Review	To be undertaken by Plans and Policy Group as and when required.

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Core Strategy</b>
Role and Subject	Strategic document setting out the Spatial vision and objectives for meeting known and anticipated development requirements. It will include: <ul style="list-style-type: none"> <li>• Strategic policies to guide broad locations for land use</li> <li>• A statement of the number of dwellings required.</li> <li>• Monitoring and implementation framework</li> </ul>
Coverage	District-wide
Status	Development Plan Document
Conformity	Regional Spatial Strategy & National Planning Policy Statements
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	April 2005
Consultation on Issues and Options	April/May 2006
Public Participation on Preferred Options Report and Formal Sustainability Appraisal Report	September/October 2006
Consideration of Representations on Preferred Options	November 2006 - February 2007
Submission of DPD to Secretary of State	March 2007
Consultation on Submitted Document	March/April 2007
Pre- examination Meeting	July 2007
Public Examination Period	September/October 2007
Receipt of Inspector's Binding Report	February 2008
Adoption and Publication	April 2008
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance Service
Management Arrangements	Group Planning Manager Development Plans & Policy with the support of Local Development Framework Steering Group. Link key stages to Transportation and Planning Partnership Board
Political Management	Decisions on all pre-submission stages delegated to the Director of Transportation, Design and Planning in consultation with Executive Environment Portfolio holder. Full Council resolution required for both the submission and adoption stages.
Council Resources Required to Produce the LDD	Development Plans and Policy group led by the Group Planning Manager, in consultation with other services and with corporate support.
External Resources Required	None
Involvement of the Community and Stakeholders	As set out in the Statement of Community Involvement
<b>Post Production</b>	
Monitoring and Review	Development Plans and Policy Group - Annual Monitoring Report

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
Title	<b>Housing, &amp; Employment Sites &amp; Safeguarded Land Allocations</b>
Role and Subject	To identify sites proposed to be developed for housing and employment in order to meet the Vision and objectives of the Core Strategy. It will set out policies for the development of such sites and phasing policies as appropriate. It will also identify safeguarded land to meet long-term development needs and ensure a long term green belt.
Coverage	District Wide
Status	Development Plan Document
Conformity	Regional Spatial Strategy, National Planning Policy Statements & Core Strategy
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	January 2006
Consultation on Issues and Options	September/October 2006
Public Participation on Preferred Options Report and Formal Sustainability Appraisal Report	May - June 2007
Consideration of Representations on Preferred Options	July – December 2007
Submission of DPD to Secretary of State	January 2008
Consultation on Submitted Document	January - February 2008
Pre- examination Meeting	July 2008
Public Examination Period	September – November 2008
Receipt of Inspector's Binding Report	March 2009
Adoption and Publication	May 2009
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance
Management Arrangements	Group Planning Manager Development Plans & Policy with the support of Local Development Framework Steering Group. Link key stages to Transportation and Planning Partnership Board
Political Management	Decisions on all pre-submission stages delegated to the Director of Transportation, Design and Planning in consultation with Executive Environment Portfolio holder. Full Council resolution required for both the submission and adoption stages.
Council Resources Required to Produce the LDD	Development Plans and Policy group led by the Group Planning Manager, in consultation with other services and with corporate support.
External Resources Required	None
Involvement of the Community and Stakeholders	As set out in the Statement of Community Involvement
<b>Post Production</b>	
Monitoring and Review	Annual Monitoring Report

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
Title	<b>Bradford City Centre Area Action Plan</b>
Role and Subject	Provide the statutory basis for the implementation of the City Centre Masterplan and associated four neighbourhood plans. Provide the spatial expression to deliver the identified sites and areas of change and constraint.
Coverage	Urban Regeneration Company boundary
Status	Development Plan Document
Conformity	Adopted UDP, RSS, & National Planning Policy Statements
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	January - August 2005
Consultation on Issues and Options	September/October 2005
Public Participation on Preferred Options Report and Formal Sustainability Appraisal Report	February/March 2006
Consideration of Representations on Preferred Options	April - June 2006
Submission of DPD to Secretary of State	July 2006
Consultation on Submitted Document	July/August 2006
Pre- examination Meeting	December 2006
Public Examination Period	February – March 2007
Receipt of Inspector's Binding Report	July 2007
Adoption and Publication	September 2007
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance
Management Arrangements	Group Planner Implementation (project lead). Steering Group with other corporate representatives and external key stakeholders such as Urban Regeneration Company. Link key stages to Transportation and Planning Partnership Board.
Political Management	Decisions on all pre-submission stages delegated to the Director of Transportation, Design and Planning in consultation with Executive Environment Portfolio holder. Full Council resolution required for both the submission and adoption stages.
Council Resources Required to Produce the LDD	Group planner with inputs from Transport Planning, Regeneration and Housing.
External Resources Required	Urban Regeneration Company
Involvement of the Community and Stakeholders	As set out in Statement of Community Involvement
<b>Post Production</b>	
Monitoring and Review	Implementation Group - delivery of Masterplan objectives

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
Title	<b>Bradford Waste Management Plan</b>
Role and Subject	Sets out the Council's spatial strategy for dealing with waste within the District. Identify waste management sites for dealing with the different streams of waste.
Coverage	District wide
Status	Development Plan Document
Conformity	Core Strategy, RSS, & National Planning Policy Statements
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	April 2005
Consultation on Issues and Options	May - June 2006
Public Participation on Preferred Options Report and Formal Sustainability Appraisal Report	October/November 2006
Consideration of representations on Preferred Options	December 2006 – April 2007
Submission of DPD to Secretary of State	May 2007
Consultation on Submitted Document	May/June 2007
Pre- examination Meeting	November 2007
Public Examination Period	January – February 2008
Receipt of Inspector's Binding Report	June 2008
Adoption and Publication	August 2008
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Development Services
Management Arrangements	Lead officer - Head of Development Services. In consultation with steering group made up of representative's from Development Plans & Policy and Environmental Protection.
Political Management	Decisions on all pre-submission stages delegated to the Director of Transportation, Design and Planning in consultation with Executive Environment Portfolio holder. Full Council resolution required for both the submission and adoption stages.
Council resources required to produce the LDD	Group Planning Manager, Minerals and Waste Team, supported by Development Plans & Policy
External resources required	Use of Consultants
Involvement of the Community and Stakeholders	As set out in the Statement of Community Involvement
<b>Post Production</b>	
Monitoring and Review	Number of appropriate waste management facilities

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Large Family Housing</b>
<b>Role and Subject</b>	Supports the saved policy H4 on general design considerations on Housing sites in the adopted UDP 1998 and policies H7 and H8 on density of the emerging replacement UDP. Sets out the consideration of the design issues relating to large family housing
<b>Coverage</b>	District wide
<b>Status</b>	Supplementary Planning Document
<b>Conformity</b>	Adopted UDP
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	March 2005
Publication of Draft SPD and Sustainability Appraisal Report for Public Comment	August – September 2005
Consideration of Representations	October – November 2005
Adoption by Council and Publication	December 2005
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance Service
Management Arrangements	Project lead officer - Group Planning Manager Development Plans and Policy. Working group with representatives from Development Services, Regeneration and Housing.
Political Management	Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder to approve for consultation draft SPD. The Regulatory and Appeals Committees to adopt the SPD
Council Resources Required to Produce the LDD	Group Planning Manager in consultation with other Council Services in particular Housing.
External Resources Required	None
Involvement of the Community and Stakeholders	Formal 6 week consultation on draft SPD, for public comment, including targeting key bodies and groups with an interest in the subject area.
<b>Post Production</b>	
Monitoring and Review	Delivery of large family housing.



## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Designing Out Crime</b>
<b>Role and Subject</b>	A guide setting out how to reduce potential crime and nuisance through the physical design and layout of development schemes. The SPD is linked to the saved policy EN29 in the adopted UDP 1998. It will also supplement policy D4 in the emerging replacement UDP.
<b>Coverage</b>	District wide
<b>Status</b>	Supplementary Planning Document
<b>Conformity</b>	Adopted UDP
<b>Timetable and Milestones</b>	
<b>Commencement of Document Preparation Process</b>	Evidence gathering and draft document 2004 - March 2005
<b>Publication of Draft SPD and Sustainability Appraisal Report for Public Comment</b>	June – July 2005
<b>Consideration of Representations</b>	August – October 2005
<b>Adoption by Council and Publication</b>	November 2005
<b>Arrangements for Production</b>	
<b>Council Lead Officer</b>	Head of Development Services
<b>Management Arrangements</b>	Lead officer Head of Development Services. In consultation with steering group made up of representative's from Plans and Performance and the Police Architectural Liaison Officer.
<b>Political Management</b>	Consultation draft SPD to be approved by the Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder. The Regulatory and Appeals Committees to adopt the SPD.
<b>Council Resources Required to Produce the LDD</b>	Senior Planner Development Services to take lead with support from Plans and Performance.
<b>External Resources Required</b>	Police Architectural Liaison Officer
<b>Involvement of the Community and Stakeholders</b>	Formal 6-week consultation on draft SPD, for public comment, including targeting key bodies and groups with an interest in the subject area.
<b>Post Production</b>	
<b>Monitoring and Review</b>	Head of Development Services with Police Architectural Liaison Officer. Design quality of built schemes to take account of design principles to reduce crime.

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Landscape Character Assessment</b>
<b>Role and Subject</b>	Supports the saved policy on Special Landscape Areas in the adopted UDP 1998 and policy NE4 of the emerging replacement UDP. Sets out the landscape character assessment of the District (excludes built up areas). Provides guidance on key character areas, their characteristics and guidance for managing development and change within them.
<b>Coverage</b>	District wide
<b>Status</b>	Supplementary Planning Document
<b>Conformity</b>	Adopted UDP
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	Draft Landscape Area Assessment published
Publication of Draft SPD and Sustainability Appraisal Report for Public Comment	June – July 2005
Consideration of Representations	August – September 2005
Adoption by Council and Publication	October 2005
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance Service
Management Arrangements	Project lead officer - Group Planning Manager Development Plans and Policy (DP& P). Working group with representatives from Plans and Performance and Landscape Services
Political Management	Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder to approve for consultation draft SPD. The Regulatory and Appeals Committees to adopt the SPD
Council Resources Required to Produce the LDD	Group planning manager (DP & P) with planning assistant (DP & P) and landscape architect (Landscape Services)
External Resources Required	None
Involvement of the Community and Stakeholders	Formal 6 week consultation on draft SPD, for public comment, including targeting key bodies and groups with an interest in the subject area.
<b>Post Production</b>	
Monitoring and Review	Number of applications with supporting landscape appraisal. Survey of users of document.

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Tree Protection</b>
Role and Subject	Supports the saved policies on the protection of trees on development sites in the adopted UDP 1998 (Policies EN27A & EN27B) and policies NE5 and NE6 of the emerging replacement UDP.
Coverage	District wide
Status	Supplementary Planning Document
Conformity	Adopted UDP
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	April 2006
Publication of Draft SPD and Sustainability Appraisal Report for Public Comment	August – September 2006
Consideration of Representations	October - November 2006
Adoption by Council and Publication	December 2006
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Development Services
Management Arrangements	Project lead officer - Senior Planning Officer Minerals, Waste and Trees.
Political Management	Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder to approve for consultation draft SPD. The Regulatory and Appeals Committees to adopt the SPD
Council Resources Required to Produce the LDD	Arboriculturist, Trees Team.
External Resources Required	None
Involvement of the Community and Stakeholders	Formal 6 week consultation on draft SPD, for public comment, including targeting key bodies and groups with an interest in the subject area.
<b>Post Production</b>	
Monitoring and Review	Trees lost on development sites

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

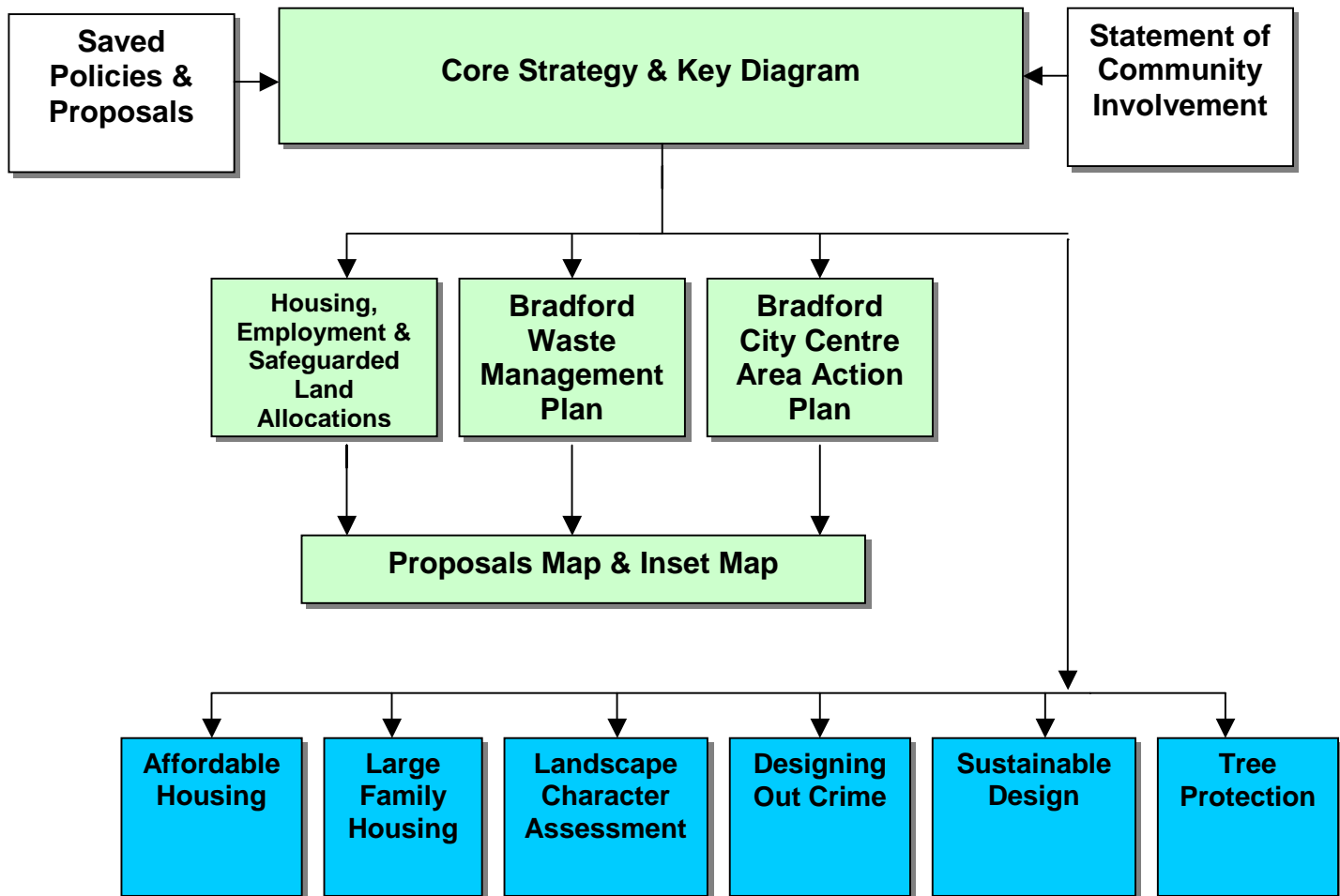
<b>Document Details</b>	
<b>Title</b>	<b>Affordable Housing</b>
<b>Role and Subject</b>	Supports the saved policies H6 & H7 on Affordable Housing in the adopted UDP 1998 and Policies H9 & H10 of the emerging replacement UDP. Provide guidance on how the policies will be implemented.
<b>Coverage</b>	District wide
<b>Status</b>	Supplementary Planning Document
<b>Conformity</b>	Adopted UDP
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	April 2005
Publication of Draft SPD and Sustainability Appraisal Report for Public Comment	August to September 2005
Consideration of Representations	October to November 2005
Adoption by Council and Publication	December 2005
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance Service
Management Arrangements	Project lead officer - Senior Planning Officer Development Plans and Policy (DP& P). Working group with representatives from Development Services and Regeneration and Housing. Liaison with the Bradford Housing Association Liaison Group and the Bradford Housing Partnership
Political Management	Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder to approve for consultation draft SPD. The Regulatory and Appeals Committees to adopt the SPD
Council Resources Required to Produce the LDD	Senior Planning Officer in consultation with other Council Services in particular Housing.
External Resources Required	None
Involvement of the Community and Stakeholders	Formal 6 week consultation on draft SPD, for public comment, including targeting key bodies and groups with an interest in the subject area.
<b>Post Production</b>	
Monitoring and Review	Numbers and type of new affordable housing delivered.

## PROFILES OF LOCAL DEVELOPMENT DOCUMENTS

<b>Document Details</b>	
<b>Title</b>	<b>Sustainable Design</b>
<b>Role and Subject</b>	Sustainable design guide setting out broad principles for the development of individual buildings or groups of buildings to meet sustainable objectives. The SPD is linked to the saved policy UDP1 in the adopted UDP 1998. It will also supplement the policies in the emerging replacement UDP.
<b>Coverage</b>	District wide
<b>Status</b>	Supplementary Planning Document
<b>Conformity</b>	Saved adopted UDP
<b>Timetable and Milestones</b>	
Commencement of Document Preparation Process	Evidence gathering and Draft document completed February 2005
Publication of Draft SPD and Sustainability Appraisal Report for Public Comment	June – July 2005
Consideration of Representations	August – October 2005
Adoption by Council and Publication	November 2005
<b>Arrangements for Production</b>	
Council Lead Officer	Head of Plans and Performance Service
Management Arrangements	Project led by Senior Planning Officer (Design and Conservation Group). Working Group with representatives from Plans and Performance, chaired by Senior Planning Officer.
Political Management	Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder to approve for consultation draft SPD. The Regulatory and Appeals Committees to adopt the SPD.
Council Resources Required to Produce the LDD	Design and Conservation Group Planning Manager, in consultation with other services and with corporate support.
External Resources Required	None
Involvement of the Community and Stakeholders	Formal 6 week consultation on draft SPD, for public comment, including targeting key bodies and groups with an interest in the subject area.
<b>Post Production</b>	
Monitoring and Review	Develop and implement a sustainable design checklist for supporting applications

DIAGRAM 1

# RELATIONSHIP BETWEEN THE DIFFERENT LOCAL DEVELOPMENT DOCUMENTS



## Key

Development Plan Documents

Supplementary Planning Documents

## **6.0 MONITORING AND REVIEW**

- 6.1.1 A key aspect of the new planning system is the process for monitoring and review of the progress for preparing LDDs, and the effectiveness of implementing policies and proposals contained within LDDs. It is a requirement of the new Act that the Council produces an Annual Monitoring Report (AMR). The AMR will cover the period 1<sup>st</sup> April – 31<sup>st</sup> March and will be submitted to the Secretary of State no later than the following December. The AMR will assess:
- How the Council is performing in meeting key milestones and targets for LDD preparation as set out in the Local Development Scheme;
  - The extent to which policies in Local Development Documents are being achieved, and where they are not, the reasons why;
  - The impact LDD policies are having on national, regional and local policy targets, and any other targets identified;
  - Whether policies in LDDs need to be replaced/adjusted because they are not working as intended, or if an entirely new LDD needs to be produced, and the actions for doing this.
- 6.1.2 The AMR will therefore highlight any changes that need to be made to LDDs, such changes, where necessary, will then be reflected in subsequent reviews of the LDS rolling work programme.

## **7.0 SUPPORTING STATEMENT**

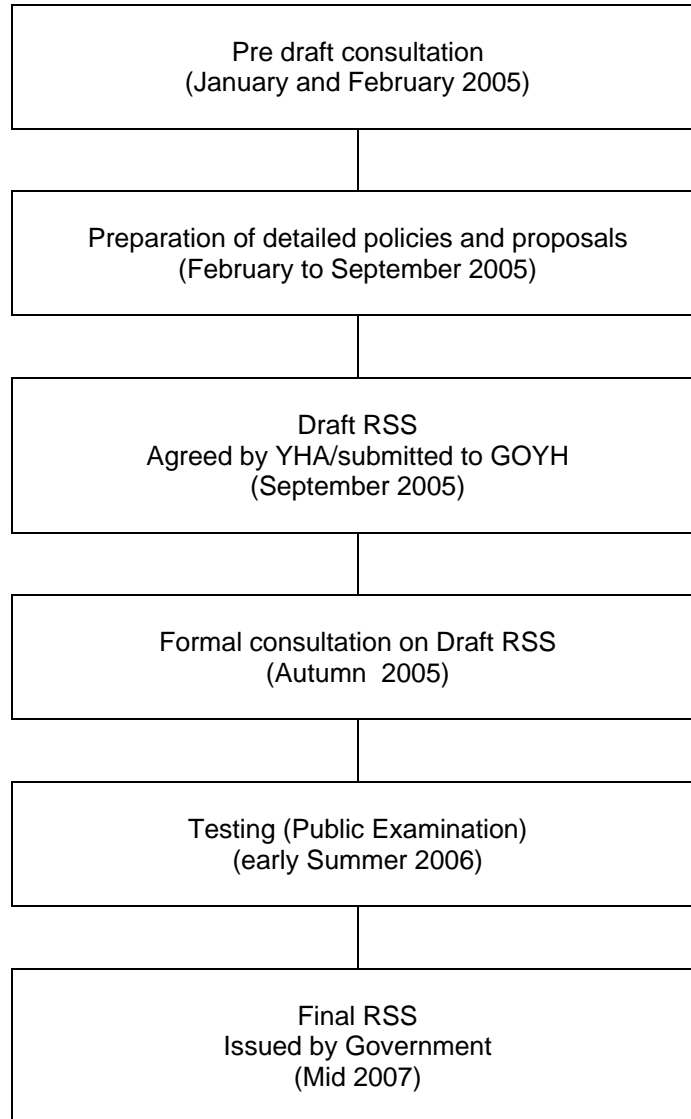
### **7.1 Explanation and Justification of the Approach Set Out in the LDS**

#### **7.1.1 Regional Planning Context**

- 7.1.2 The current Regional Spatial Strategy for Yorkshire and the Humber (RSS) was issued by the Secretary of State in December 2004 following a selective review of Regional Planning Guidance Note 12 (RPG12). It retains the original objectives, strategic themes and location principles of RPG12. This RSS has statutory status under the Planning and Compulsory Purchase Act 2004. It provides the spatial framework to inform the preparation of the Local Development Framework. Local Development Documents must be in general conformity with the RSS.
- 7.1.3 The current RSS provides a broad strategy for the development and use of land in Yorkshire and the Humber that is relevant to 2016 and beyond. This has informed the current emerging Replacement Unitary Development Plan for Bradford.
- 7.1.4 The emerging new RSS 'PLANet Yorkshire and Humber' will provide the spatial strategy up to 2021. The work on the new RSS is at an early stage. The work is led by the Regional Assembly Planning and Transport Team. A project plan was

published in January 2004, followed by a 'Draft Spatial Vision and Strategic Approach' in Summer 2004.

7.1.5 The key steps in getting to a new RSS are as follows:



The above reflects the revised timetable proposed by the Regional Assembly and agreed by the Secretary of State on 31 March 2005, which has resulted in a slippage of several months with the final RSS being published in early 2007. The timetable for the production of the RSS is outside the controls of Bradford Council as it is produced by the Regional Assembly and issued by the Secretary of State. The issue of slippage in the production of RSS is considered in the risk assessment in section 7.2.

7.1.6 While the final new RSS is not due to be issued until the end of 2006, at the earliest, its general strategy and content will inform the work on the Core Strategy DPD and the Allocations DPD. The final new RSS should be in place prior to the formal submission of each of these DPDs and any subsequent Examinations.



### **7.1.7 Linkages with the Community Strategy and Other Strategies**

7.1.8 The Council published the '2020 Vision' in March 2000. It identified the long-term vision for the whole District. The Vision is economic led, but recognises that to be sustainable, economic regeneration must go hand in hand with environmental improvements and progress on issues such as education, health, housing, culture, citizenship and community safety.

7.1.9 The Community Strategy for the Bradford District 'Delivering the Vision 2002-2007 – One Landscape Many Views', (published 2002) sets out how the Vision would be achieved around seven key priorities:

- An economically prosperous District
- A District of excellence in learning
- Safer communities
- Health is everybody's business
- A good District to live in
- A capital of culture
- Strong communities and a better district for all

7.1.10 Progress on the Community Strategy is reviewed on a yearly basis. Both the Vision and the Community Strategy are due to be fully reviewed in autumn 2005.

7.1.11 Both the Vision and the Community Strategy informed the emerging replacement UDP.

7.1.12 The LDF will provide the spatial strategy for the implementation and delivery of aspects of the Community Strategy that relate to the use and development of land. There will be a clear link between the LDF, and both the Vision and Community Strategy. Therefore each LDD will seek to express, in land use terms, those elements of the Community Strategy that relate to the development and use of land. In particular the Core Strategy will adopt the vision of the Community Strategy. The review of both the Vision and Community Strategy in 2005/06 will coincide with the early stages on the Core Strategy. This will provide an opportunity to integrate community/stakeholder involvement in shaping the vision and objectives across all three documents. The Statement of Community Involvement (SCI) will give more detail on how consultation and engagement will be carried out.

7.1.13 The LDF will also have regard to other relevant policies, strategies and programmes. The Council has a number of strategies, which it has drawn up solely or with partners, which have land use implications. Where these are relevant they will be taken into account in drawn up LDDs. The main strategies include:

- Housing Strategy
- Regeneration Strategy
- Bradford District Economic Strategy 2004
- Draft Playing Field Strategy
- Cultural Strategy

- Local Transport Plan
- Neighbourhood Renewal Strategy
- Community Cohesion Delivery Plan
- Children & Young People's Strategy
- Safer Communities Strategy
- Environmental Strategy
- Learning Strategy
- Health Strategy
- Bradford City Centre Regeneration Masterplan
- Airedale Masterplan
- Manningham Masterplan

#### **7.1.14 Strategic Environmental Assessment (SEA) and Sustainability Appraisal**

7.1.15 All new development plans commenced after July 2004 or to be adopted after July 2006 must comply with the requirements of the EU Directive 2001/42/EC to undertake a Strategic Environmental Assessment. The Government has issued guidance on how to incorporate SEA into a single sustainability appraisal process.

7.1.16 The objectives of the SEA Directive are:

- High level of environmental protection
- Integration of environment into preparation and adoption of plans/programmes
- Promoting sustainable development

7.1.17 The emphasis of the process set out in the directive are on:

- Collecting and presenting baseline environmental information
- Predicting the significant environmental effects of the plan and addressing them during its preparation
- Identifying strategic alternatives and their effects
- Consulting the public and 'authorities' with environmental responsibilities as part of the assessment process
- Monitoring the actual effects of the plan during implementation

7.1.18 The Directive relates to a range of plans and programmes. The main plans caught under the requirements will be those linked to spatial planning such as the Local Development Framework and the Local Transport Plan. However, a large number of other plans that the Council produces are potentially affected by the Directive e.g. Community Strategy and local regeneration plans/frameworks etc. Therefore the Council will seek to establish a corporate approach in terms of methodology, baseline information, and involving key stakeholders and the public.

7.1.19 The SEA/SA will be fully integrated into the production of all the LDDs from the start, inline with national good practice advice. Each document will be appraised to a level appropriate to the type of LDD and taking account of any previous SA of related documents.

### **7.1.20 Evidence Base**

- 7.1.21 All LDDs will need to be founded on an up to date and robust evidence base. This is one of the key tests of 'soundness', which will be considered at the Examination stage.
- 7.1.22 The main components of the evidence base, which will be specifically produced or commissioned, are set out in the table 4 below. Some of these will be completely new studies others will be updating previous work. Several involve the use of specialist consultants where the Council does not have the resources or the technical competency to under take the work.
- 7.1.23 The Council will also draw on the wider evidence and information held in other parts of the Council or set out in other Strategies and related documents, for example, the Housing Strategy.

**Table 4: Evidence Base Components**

Study	Purpose	Resource	Timescale
Urban Capacity Study	Assess the development potential of previously developed land and buildings. This will inform the need for safeguarded land and any need to review the green belt.	Plans and Performance Service with support from consultants	May 2005 to March 2006
Housing Needs	Identify affordable housing needs in City centre	External Consultants	April to July 2005
Employment Land Needs	Identify employment land needs and pressures.	Plans and Performance Service with support from Council's Regeneration and Housing Service.	June to September 2005
Strategic Flood Risk Assessment (SFRA)	Identify areas of District at risk from flooding and impact on development potential.	Specialist Consultants (existing SFRA completed by JBA)	Completed 2003 Review January – June 2006
Playing Pitch Strategy	Assessment of quantity and quality of playing pitch provision and community needs within the District.	Undertaken by Strategic Leisure	Completed January 2003
Recreation Open Space Assessment	Assessment of quantity and quality of all open spaces inline with PPG17 typology and community needs within the District. Develop local standards for provision of open space for key open space typologies.  Update Playing Pitch Strategy	Commissioned external consultant Knight Kavanagh and Page to undertake.	Commenced March 2005. Final report October 2005
Green Belt Review	Update previous Green Belt review undertaken 2000. Linked to the Urban Capacity work will look at potential releases if required to meet development needs and or safeguarded land.	Plans and Performance Service	September 2005 to June 2006
Sustainability Appraisal/SEA	Methodology and base line environmental information for appraising Local Development Documents	Plans and Performance Service with corporate support.	March to June 2005
Conservation Area Assessments	Assessment of all the Conservation Areas in the District	Design & Conservation Group	Ongoing

**Table 4: Evidence Base Components**

Study	Purpose	Resource	Timescale
Landscape Character Assessment	Characterise the landscape of the District into key landscape areas.	Council Landscape Design Unit	Completed 2000

## 7.2 Managing the Process

### 7.2.1 Managing resources

7.2.2 The core resource for preparing the LDF documents is the Development Plans and Policy Group within the Council's Plans and Performance Service. The Group will take the lead in producing all the DPDs listed in tables 1 and 2 above, apart from the Bradford City Centre Action Plan and the Waste Management DPD.

7.2.3 The Development Plans and Policy Group comprises of the following:

- 1 X Group Planner
- 1 X Team Leader
- 3 x Senior Planning Officers (currently 1.5 vacant)
- 3 x Planning Officers (currently 1 vacant)
- 2 x Planning Assistants (currently 2 vacant)

7.2.4 Further resources are available within Plans and Performance in particular the Implementation Group and the Conservation and Design Group. The Implementation Group will specifically take the lead in producing the Bradford City Centre Action Area Plan. Each Group is also supplemented by year out student placements, currently 2 in post finishing summer 2005.

7.2.5 The Implementation Group comprises of the following:

- 1 X Group Planner
- 2 X Team Leaders
- 1 x Senior Planning Officer
- 4.5 x Planning Officers
- 1 x Senior Engineer
- 1 x Planning Assistants (currently 1 vacant)

7.2.6 The Conservation and Design Group comprises of the following:

- 1 X Group Planner
- 2 x Senior Planning Officers
- 3 x Planning Officers
- 1 x Planning Assistant

7.2.7 Plans and Performance Service have a dedicated Administrative Support Team comprising of 5 full time members of staff, assisting the professional staff.

- 7.2.8 Other parts of the Planning Service will take the lead role on several DPDs for example the Minerals and Waste Team within Development Services will lead work on the Waste DPD.
- 7.2.9 The profiles of each Local Development Document identify the lead resource and any supporting resources from external bodies. The risk assessment considers the issue of resources in particular that of recruitment and retention of staff.
- 7.2.10 The Group will work collaboratively and also draw on the resources and expertise within wider Council services for example Development Services, Regeneration and Housing Directorate, and Arts Heritage and Leisure Directorate. Other Council services will also contribute as appropriate depending on the nature of the LDD. For several DPDs and the evidence base components the Council will employ consultants where the Council doesn't have the required technical expertise or requires additional resources.

### **7.2.11 Programme Management**

- 7.2.12 The Director of Transportation Design and Planning has the overall responsibility for preparing the Local Development Framework documents. Day to day management will normally be the Head of Plans and Performance and the Group Planning Managers in Development Plans and Policy, and Implementation, apart from the key documents specified above in paragraph 7.2.2.
- 7.2.13 A Local Development Framework Steering Group with representation from the key Council service areas will be established to provide the strategic steer and linkage to corporate priorities/programmes etc. The core membership will include the Directors of,
- Transportation, Design and Planning
  - Regeneration and Housing
  - Policy and Performance
  - Arts, Heritage and Leisure
- 7.2.14 The Group will be chaired by the Assistant Chief Executive Regeneration and Environment.
- 7.2.15 The linkages to the Local Strategic Partnership (LSP) 'Bradford Vision' will be facilitated through the establishment of a Transportation and Planning Partnership Board. This will link the LSP and its constituent thematic partnerships on transport and spatial planning matters. This will be used to link the LSP and Community Strategy at the key stages of LDF production.

### **7.2.16 Political Management**

- 7.2.17 For all the DPDs and the SCI the process for their approval will be as follows:

- Decisions on all pre-submission stages delegated to the Director of Transportation, Design and Planning in consultation with Executive Environment Portfolio holder.

City of Bradford Metropolitan District Council  
Local Development Scheme –adopted July 2005

- Full Council resolution required for submission stages.
- Full Council resolution required for adoption stages.

7.2.18 For all SPDs the process for their approval will be as follows:

- Director of Transportation, Design and Planning under delegated powers in consultation with Executive Environment Portfolio holder to approve for consultation draft SPD.
- The Regulatory and Appeals Committees to adopt the SPD

There will be regular progress reports to the Council's Executive on progress in preparing LDDs.

### **7.2.19 Risk Assessment**

7.2.20 There are several areas of risk in preparing the LDF documents specified in the LDS. The key areas of risk are listed in table 5 below. This identifies the risk factor, the impact of the risk if it occurs, the nature of that impact, the probability of the risk happening and the mitigation or contingency for dealing with the risk.

**Table 5: RISK ASSESSMENT**

<b>Risk</b>	<b>Nature of Impact</b>	<b>Impact L/M/H</b>	<b>Probability L/M/H</b>	<b>Mitigation /Contingency</b>
Delay in adopting replacement UDP due to modifications inquiry /legal challenges	Slippage in programme	H	M	
Secretary of State directs amendments to LDS	LDS delayed Slippage in Programme	M	L	The Local Planning Authority (LPA) have sought to liaise from the earliest opportunity with GOYH on the emerging LDS to ensure general agreement in principle as to the programme.
New PPSs to be published which will change national policy	Additional work to comply with new policies causing slippage	H	M	Keep up to date with new guidance as published and anticipate new guidance based on ODPM forward plan. Respond early to any significant changes. Integrate into LDS review process.
New RSS to be published which will change regional policy and guidance	Additional work to comply with new policies causing slippage	M	M	The LPA are closely involved in the RSS preparation process at both officer and member level. Keep up to date with the relevant content at each key stage and respond to changes early.
Volume of work greater than anticipated eg submitted representations or work arising from sustainability appraisal	Slippage in programme	M	M	Allow for a challenging but realistic timetable for LDDs with a degree of flexibility built in.  Monitor progress against LDS and review if necessary  Consider additional resources either from within the Council or bringing in outside resources i.e. temporary agency staff to deal with bulge of work.



Risk	Nature of Impact	Impact L/M/H	Probability L/M/H	Mitigation /Contingency
Lack of in-house skills for specialised areas of policy work /sustainability appraisal /background studies	Slows progress in programme  Evidence base compromised	M	M	Undertake a competency audit for key programme areas and identify gaps  Review other local authority resources  Employ specialist staff via a consultancy or agency
Development plan team required to do other unforeseen work	Programme slippage	M	M	Ensure LDF is given corporate recognition and priority for staff time and resources
Staff retention and recruitment	Slow progress leading to programme slippage	H	M	Seek to fill vacant positions with appropriately qualified staff quickly  Adopt flexible working arrangements  Call on wider corporate resources to fill temporary gaps
LDF programme too ambitious	Key milestones not met and Planning Delivery Grant (PDG) not maximised	H	M	Slippage and an allowance for unforeseen delays has been factored into the overall programme.  <b>NB.</b> Overall timescales for preparation remain ambitious and that the degree of slippage allowable will be limited. In these circumstances, reconfiguration of resources to offset any significant slippage will be considered. Where this is not possible, the LDS will be reviewed and updated in discussion with GOYH to take account of significant slippage issues.

<b>Risk</b>	<b>Nature of Impact</b>	<b>Impact L/M/H</b>	<b>Probability L/M/H</b>	<b>Mitigation /Contingency</b>
Planning Inspectorate unable to meet the timescale for examination and reporting	Examination and/or report delayed Key milestones not met	H	M	The capacity of PINS is not something that the Council can directly influence. However the programme has been designed to reduce the inevitable peaks of activity particularly around submission of DPDs. Both PINS and GOYH have been consulted regarding the programme and are aware of document timings.
DPD fails soundness test	DPD not adopted	H	L	Ensure DPDs are sound by ensuring robust evidence base, sustainability appraisal appropriate to the DPD, public involvement inline with SCI.  Close liaison with the GOYH and Inspectorate in preparing LDS, DPDs and SCI.  Produce checklist of "Soundness" for all DPDs.
Legal Challenge	Adopted DPD quashed in whole or in part	H	L	Ensure the DPDs are 'sound', in that they are founded upon a robust evidence base, sustainability appraisal appropriate to the DPD, public involvement inline with SCI.
Inability of key stakeholders, agencies and bodies to cope with demand and fail to deliver on time	Weaken evidence to underpin DPDs at key stages  Slippage of programme	M	M	Close liaison with all key stakeholders involving sending them a copy of the LDS and involve them in planning the key stages at the earliest opportunity so they can programme work.

<b>Risk</b>	<b>Nature of Impact</b>	<b>Impact L/M/H</b>	<b>Probability L/M/H</b>	<b>Mitigation /Contingency</b>
Political uncertainty	Lack of commitment to programme Programme slippage	M	M	Make planning central to delivery of Corporate objectives. Briefing all members as to importance of LDF and Planning generally
Inability to recruit external contractors	Programme slippage Weaken evidence base	H	M	Plan the programme of key activities involving the need for consultants at the earliest opportunity. Develop draft briefs and test the market in terms of capacity informally.
Slippage in preparing the new RSS	Programme slippage	M	H	The timetable for the preparation of new RSS is challenging and the Council is engaged in the process. Should slippage occur in the preparation timetable, the impact upon LDD preparation will be assessed and the Local Development Scheme updated as appropriate.

## APPENDIX ONE

### GLOSSARY OF TERMS

**Area Action Plan (AAP)** – These are Development Plan Documents that provide a planning framework for an area of the District where significant change or conservation is needed.

**Annual Monitoring Report (AMR)** – This is a Report that the Council is required to prepare as part of the Local Development Framework. The Report will annually assess the extent to which policies in Local Development Documents are being achieved.

**Community Strategy** - This is a District wide strategy that is prepared by Bradford Council and the Bradford Vision Partners (this is comprised of public, private, voluntary and community organisations). The strategy contains a vision and action plan for achieving the social, economic and environmental aspirations, needs and priorities of the local community. The document is reviewed and updated annually to monitor progress, identify any problems and take account of changes in circumstances.

**Core Strategy** – This is a Development Plan Document that provides the strategic planning framework for the district. It sets out the long-term spatial vision for the District, and the strategic objectives and policies to deliver that vision. The strategy contains core policies, a monitoring and an implementation framework. All other Development Plan Documents that form the Local Development Framework must be in conformity with the Core Strategy.

**Development Plan Document (DPD)** – These are Local Development Documents that are part of the Local Development Framework. They form the statutory development plan for the district (together with the Regional Spatial Strategy) and are subject of an independent examination. They include the following: Core Strategy, Site Allocations, Area Action Plans, and a Proposals Map.

**Local Development Document (LDD)** – These are the individual documents that make up the Local Development Framework. They comprise of Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.

**Local Development Framework (LDF)** – This is the portfolio of Local Development Documents, the Annual Monitoring Report and Local Development Scheme that together provide the framework for delivering the spatial planning strategy for the District.

**Local Development Scheme (LDS)** – This is a three-year rolling work programme setting out the Council's timetable for preparing each Local Development Document. The Scheme is revised annually in light of outcomes from the Annual Monitoring Report and is submitted to the First Secretary of State.

**Planning Policy Guidance (PPG)** - These are statements of national planning policy that were produced by the Government, and are gradually being replaced by Planning Policy Statements (PPS).

**Planning Policy Statement (PPS)** – These are statements of national planning policy that are produced by the Government for a wide variety of planning topics. These Statements, will over time replace Planning Policy Guidance Notes (PPG).

**Regional Spatial Strategy (RSS)** – A document that is prepared by the Yorkshire and Humber Regional Assembly and approved by the First Secretary of State. The current RSS was issued in December 2004 following a selective review of Regional Planning Guidance Note: 12 (RPG12), and provides a regional strategy for the development and use of land to 2016. A new RSS is currently being prepared with a timeframe to 2021; this will provide a spatial planning framework for the region that will inform the preparation of the LDF.

**Replacement Unitary Development Plan (RUDP)** – This is the emerging development plan for the district that has progressed through most stages of the development plan process. It is anticipated that this document will be adopted in the autumn 2005. With policies and proposals contained in the document automatically “saved” for a period of three years following adoption.

**Statement of Community Involvement (SCI)** – This will set out the standards that the Council intends to achieve in involving the community and stakeholders in the preparation, alteration and review of all Local Development Documents and development control decisions. The Statement of Community Involvement is not a Development Plan Document, nor is it the subject of a sustainability appraisal. However, it is subject of scrutiny at an independent examination.

**Strategic Environmental Assessment (SEA) and Sustainability Appraisal (SA)** – This is a generic term used internationally to describe the environmental assessment of policies, plans and programmes, and is required by European Directive (EU Directive 2001/42/EC). The directive will apply to all Local Development Documents (except the Statement of Community Involvement) as a means to ensure that they reflect sustainable development objectives/principles. An integrated approach to SEA and Sustainability Appraisal will be required to avoid duplication in the plan making process.

**Supplementary Planning Document (SPD)** – These are Local Development Documents that are part of the Local Development Framework. They provide supplementary guidance to policies and proposals contained in Development Plan Documents, however, they do not form part of the statutory plan, nor are they subject of independent examination.

**Supplementary Planning Guidance (SPG)** – This is guidance that supplements policies and proposals contained in the adopted Unitary Development Plan. However, Supplementary Planning Guidance cannot be “saved” under the new planning system, but can still be a material consideration, if a related policy or proposal is in a saved document. Supplementary Planning Documents will, eventually replace Supplementary Planning Guidance.

**Unitary Development Plan (UDP)** – This is the current statutory development plan for the district adopted in 1998. Policies and proposals contained in the Plan are “saved” automatically for a period of three years from the date of commencement of the new planning system. However, Development Plan Documents will supersede policies and proposals contained in the UDP over time.

## APPENDIX TWO

### LIST OF SUPPLEMENTARY PLANNING GUIDANCE

#### Development Briefs and Area Schemes

<b>Title</b>	<b>Date of Adoption</b>
Cote Farm, Thackley	January 1991
Thorpe Edge Planning Framework and Urban Codes	1998
Bierley Planning Framework	July 2001
Westwood Hospital, Clayton Heights	August 1992
Allerton Planning Framework and Community Design Guide	February 2002
Saffron Drive/Allerton Grange Drive, Allerton	February 2002
Grove Convalescent Hospital, Ilkley	June 1997
Hainsworth Road, Silsden (Residential)	March 1990
Swine Lane, Riddlesden	July 1990 - Amended March 1992
Maple Avenue, Oakworth	February 1993
Warren Lane, Eldwick	August 1992
Baildon Reservoir, West Lane, Baildon	January 2001
Exchange Court Planning and Design Brief	July 2002
Alex Site Planning and Design Brief	October 2003

#### Development Control Documents and Guides

<b>Title</b>	<b>Date of Adoption</b>
Access to buildings and their surroundings	2000
Dormer Windows	1994 – Amended 2003
House Extensions	1994 – Amended 2003
Nature Conservation Strategy 'Nature and People'	1998
Oxenhope Village Design Statement	1999
Provision of Children's Play Areas in Residential Areas	1994
Shop Front Security	1992
Wind Turbine Development	1995
Cafes, Restaurants and Takeaways	1983