

Little Woodhouse Neighbourhood Planning Forum Public Engagement - List of Meetings and Engagements Jan 2016 – Dec 2020 Post-Forum designation

Date	Stages of plan / Milestone	Means of engagement	Who was engaged	Publicity	Outcomes
2016 Jan 12		Little Woodhouse Community Forum (LWCF)	Residents of LW; Cllrs GH & CT; LCC housing and planning officers	Emails to residents LW	Info on local council housing sales LCC Planning policies Discussion of impact of student developments on LW area
Feb 13		Draft – Background to Issues Paper	From public meetings etc to date		LW NP issues v2 – structure for Neighbourhood Plan emerging issues
March 15	Forum Launch and AGM	Open Public meeting and first Annual General Meeting and Small discussion groups	25 attended, 13 apols 2 cllrs, 9 work or worship, 10 live in area, 2 interested others; Ian MacKay (IM) LCC Planning, Peter Baker (PB) in attendance	1200 leaflets, emails & letters to Forum members, local orgs and LWCA members	Agreed Vision and Aims , Constitution Elected committee: Deryck Piper DP (chair) Barbara Mitchell BM (Secretary) Freda Matthews FM, Garance Rawinsky GR, Sue Thomas ST, Bill McKinnon BMc, Vanessa Allen VA, (Residents); Amanda Jackson AJ Univ of Leeds, Sheraz Hussain SH Leeds Beckett S Union,
March 17	Local residents meeting	First meeting of a potential residents' association of St Johns Close and Hyde Park Close	St Johns Close and Hyde Park Close residents, PH DP BM attended	Convened by Lee Wright (WNW Housing tenants & cmtty officer)	Links with Lee Wright & residents issues of local residents, information on neighbourhood planning
March		Leeds Beckett Planning Exchange seminar on neighbourhood planning	Other Leeds neighbourhood planning groups	email	Info on np issues Briefing on affordable housing (need evidence of needs)
April 19		Steering committee meeting	DP FM BMc VA BM PB	Email ag & mins	Discussion of views from public meeting: improve public profile; entrances to area; making personal contacts; Woodsley venue Follow up on student housing stats
April 12	Community meeting	LWCF – open public meeting	Residents LW	Email	Crime issues; Local planning applications - Claremont
June 5	Public event	Summer Celebration on Rosebank -open air public event	Residents of Belle Vue and rosebank/ rillbanks	300 Leaflets door to door	Activities, food, Information display Discussion with local residents

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2016 June 11		LBU Planning Exchange	DP BM	Email ag & mins	Advice from Preston NP: focus on few areas; project visibility; good rels with council
June 23		Steering committee meeting	DP GR FM BM PB	Email ag & mins	Discussion of evidence: GR – local businesses, list of planning apps; council tax exemptions etc sources for stats; List of emerging issues
July 12	Community meeting	LWCF – open public meeting	LW residents	Email	Planning – App for Helipad; waste issues; crime – graffiti, drug misuse
Oct 4		Steering committee meeting – Swarthmore Centre	DP GR FM BM AJ PB	Email Ag & Mins	Doubts on effectiveness of np. What to focus on – pop & housing mix, heritage and green spaces (AJ) Analysing evidence – student housing trends – re’new report 2012
Oct 11	Community meeting	Little Woodhouse Community Forum – Leeds Civic Hall	LW residents and local orgs, LCC officers	Email to LWCA and interested others	Cumulative impact of student blocks; map of %age concentrations; Daljit Singh (Development Planner) said LW is seen as part of the city centre and student developments are concentrating there
Oct 25	Public event	Autumn Funday on Rosebank – open air public event	Residents of local areas – Belle Vue, Moorlands, Rosebanks Rillbanks	300 leaflets door to door	Seasonal kids activities, refreshments Information on NP and history of Rosebank (leaflets & display)
Nov 2		Steering committee meeting – Swarthmore Centre	DP FM BM PB	Email Ag & Mins	Planning applications - Claremont, St Anne’s, Moorland Ave; Victoria Road Appeal decision is due in December
Dec 7 2016		Steering committee meeting – Swarthmore Centre	DP FM BM PB IM	Email Ag & Mins	Review of progress and project plan with Ian MacKay (IM) – what needs to be done, basic publicity, areas of policy e.g. health, sustainability, making permanent basis for transient population; resources to help – 2 students on placement with LCC

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Jan 10	Community meeting	Little Woodhouse Community Forum – Civic Hall	7 incl cllrs CT JA, Simon Booker (traffic)	Emails LWCA and LWNP	Research proposal for stats evidence Planning apps – Claremont, Woodhouse Plaza, 46 Burley St; Traffic & streets issues – crossing places, Moorland Rd/ Hyde Park Rd one way system, blue hoardings blocking pavement
Jan 30		Steering committee	DP BM in att: PB Daniel Golland DG (LCC), Apols FM GR BMc VA	Email	Need for: Publicity for events – policy intentions Consultation statement Student consultation List evidence sources LCC Housing Needs Assessment?
March 20		Steering committee	DP BM FM GR in att: DG LCC, PB: apols VA BMc	Email	Prepare Locality funding application Planning apps responses Housing stats research – allocation to students Draft project plan 2017-18 Draft leaflet – policy intentions Outline for website
March		Leeds Beckett Planning Exchange	FM	Emails to np groups and planners	Presentation from Manchester – indicated some area has been “abandoned” to student housing
April 11	Community meeting	LWCF – open community forum	Residents of Little Woodhouse, LCC officers, Headingley NP secretary	Email to LWCA and other residents	Richard Tyler – Headingley N Plan has not been seen as practical by planners

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April 24 2017		Steering committee	DP FM BM PB VA GR, in att: PB DG	Email	Questions for planners – what is city centre? LCC Policy for LW area? What is excessive concentration definition? Desirable Housing mix? Student housing quality standards? Agreed appl to Locality £3k
May 30 2017		Steering group	DP FM BM PB DG Apols: GR	Email	Update on other NP decisions Follow up Sec 106 £ St Michaels Questions re enforcement Huw Jones student housing update Discussion of policies for Housing Mix, Heritage Area, amenity and management plans for new blocks
June 25	Public event	Rosebank Outdoors Summer Funday – open public event	Residents around Rosebank Rillbanks and Belle Vue Road	300 leaflets door to door, posters on lampposts	N Plan information and discussions Games and refreshments
June 27		Steering committee	DP FM BM PB	Email	Policy intentions draft (PID) – outline for conservation areas appraisal Seek clarification of family / household / population density / Neighbourhoods for Living guidance
July 11	Community meeting	Little Woodhouse Community Forum – Civic Hall	10 incl 2 cllrs GH CT, Tom Smith (waste management)	Emails to LWCA and LWNP and local orgs	Questions about sec 106 £ Written response from RP - LCC H6 policy; PSPO consultation
July 24		Steering committee	DP BM FM(part) PB	Email	Core Strategy review – update Questions – how are student rooms counted as housing units? How is affordable housing distributed? Apply to Locality for Sept – March Response from Conservation Team – lack capacity so only EH funded areas Plan for CAA walkabouts - August Draft PID

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August 8,15 2017	Workshops	Walkabout workshops – Conservation Areas Appraisal		Email invites to all LWCA and LWNP	Survey of 3 conservation areas and nearby (University is 4 th)
Sept 4 2017		Steering committee	DP FM BM PB apols (GR sent written comments)		Leeds Observatory stats Discussion of Policy Intentions and Tasks – draft wordings: schools, foot and cycle ways, green and play spaces Review of Conservation Areas boundaries, listing for Josephs Well? Redraft circulated for next 12 Oct
Sept 7	Walk – public event	Heritage Open Day - Walking a Victorian Police Beat	20 participants, led by FM + BM	National website Leeds listing, emails	Information – history and character of area
Sept 9	Walk – public event	HOD Walk – Good Bad and Ugly – Developments in Conservation Areas	16 participants, led by FM + BM	National website Leeds listing Local emails	Information – listed buildings, alterations and new builds around 3 LW conservation areas
Oct 10	Community meeting	Little Woodhouse Community Forum – Civic Hall	12 incl Cllr Akhtar, Ryan Platten RP, Martin Blakey NBrown Unipol	Emails to LW residents and orgs	Implications Victoria Road Appeal RP Student housing trends – M Blakey Waste management – Tom Smith
Oct 12		Steering committee	DP BM PB IM (LCC	Emails	Leeds Observatory population stats Request to IM for OS maps DG – responses to questions Discuss policy intentions feedback with LCC Ian MacKay: Project Plan Sept – March
Oct 26	Stakeholder engagement / Bridge project	Site visit – Bridge green space, Hawthorn Park, LW Street corner	LGI Properties Team, LW reps, Cllr GH, Daljit Singh (Dev Planning City Centre Team Leader)	3 Oct Emails from Daljit Singh and persistence by GR	Check on land ownership Potential green improvements
Oct 31		Steering committee	DP GR FM BM VA PB	Emails	Student housing LGI Development Plan Need for basic info about neighbourhood planning Forum meeting – draft leaflet Plans for local meetings

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Nov 22 2017	Public Forum meeting - PID Policy Intentions Doc	LWNP Forum Open public meeting – Swarthmore Centre	9 attended, Cllr CT, DP, FM, GR, BM, PCSO CT, AH (LUU), SB (HPNP), PB 4 apols	Emails to local members and organisations	Introduction to Draft Policy Intentions Document (PID) first draft Feedback sheets, post it notes, flipcharts record of points
Dec 11	Public Forum meeting - PID	LWNP Forum Open public meeting – Swarthmore centre	7 attended, DP AH(LUU) FM Mark Pullan (MP Josephs Well) SB(HPNP) BM PB, + 11 apologies	Emails to local members and organisations	Draft PID discussion points – Heritage, Local List, NDHA Housing, planning for safety, gardens, H4 future flexibility, student wellbeing, specific areas for PBSA, room size, green spaces, corridors, playspace for large developments Projects – LW signage, waste (Moorlands pilot) Next – plans for local meetings
Dec 19 2017		Site Allocations Plan Consultation at the Civic Hall, briefing session for local groups	Chair – Cllr Gruen, other Leeds planning groups	Invite from LCC	Discussion key points: heritage area boundaries, heritage assets, housing mix, student mental health and domestic violence, green spaces

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2018					
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Jan 9	Community meeting	Little Woodhouse Community Forum	Cllrs GH CT, 8 residents + Tom Smith TS (LCC waste mgmt.) Daljit Singh DS(LCC Planning)	Emails LWCA members and other local orgs	Waste management – TS on Waste and Recycling – issues of bins, role of Univ and landlords Draft NP Policy intentions – views Implications of Victoria Rd Appeal – DS – have to show negative impact, case by case, no blanket restrictions Issues – what is sustainable cmtty, housing for all groups, public spaces Extra years given to developers – hence 2008 permission 2017 built
Jan 16	Local Public meeting PID consultation	Local meeting – Park Dale Hall, Marlborough estate	10 attended DP SB CH FM MW ED SG PW BM JC , 5 apols	120 leaflets door to door on Marl estate + emails LW	NP Information, PID and maps Nearby planning apps Student blocks – 5000 places Green spaces important– Marl b Garden, Willows Community assets – pubs, health centre, schools Transport – lack of parking, permits, dangerous junction end of BV Rd, loss of bus services, need cycle training
Jan 30		Steering committee	DP BM PB	Email ag & mins	Review of Mins of 31 Oct, 22 Nov, 11 Dec, 16 Jan – reaction to PID Revise PBSA boundary; cmtty assets; Willows green space Book meeting for Moorlands/Kelsos Project - Bridge meeting Locality grant successful to end Mar

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Feb 13 2018	Local Public Drop In PID consultation	Local drop in – Basement lounge, Clarendon Quarter	4 = DP BM 2 residents, 4 apols	320 leaflets delivered in Clar Q + emails LW	Attractions of heritage building and location, prefer 1 or 2 bed to studio spaces – no choice, a bridge to more permanent housing, green spaces very important, good to walk into town, council tax is less than centre, Bridge convenient but unpleasant
Feb 18		Visit my Mosque	Aylul Baht – Mohammad Mozzari + Grand Mosque imam		
Feb 21 2018	Forum Public Meeting PID consultation	NP Forum meeting – Woodsley Rd Community Centre	9 = DP JB IM MW BM CH JC RS PB, 3 apols	500 Local leafletting – Woodsley Rd Willows Rosebanks Rillbanks	Discussion PID for points specific for Woodsley Rd area – likes and dislikes Gd: green spaces, community, everything in reach, convenient, safe Bad: too many high rise, litter and bins, lack of community hubs, spaces – loss of library, heritage, skewed population “Saving Headingley”, effect on businesses, lack of planning focus, Woodsley shops not quality, lack green landscaping, anti social behaviour, air quality measuring PID – pay attention to borders eg high rise / residential, level and quality of green spaces, loss of local facilities – shops, bus, encourage walking cycling, improve Bridge, buses, aviation fuel ejection
Mar 5		Steering committee meeting	DP FM GR BM PB	Email ag + mins + feedback summary	Summary of feedback from meetings Nov2017 – Feb 2018 – positive Unipol landlords meeting – standards, DP raised our issues

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					Useful to designate NDHA because buildings at risk eg Highland pub
Mar 13 2018	Local public drop in PID consultation	Local drop in exhibition and consultation M&S Archive, Leeds Business School	9 attended DP BM GR ST TG LW NW PB AE 3 apols	400 leaflets doors in Moorlands Kelsos St Johns Terr and upper Belle Vue Rd	Likes and dislikes Agreement, but some policies under specified Omissions – affordability, environmental sustainability Need schools and nurseries Older people accomm lacking Too many student blocks, heritage laudable aims, green space very important, waste collection needs university involvement, lack of buses
Mar 21 2018	Public Forum Meeting PID consultation Key points for discussion	Forum and local Public Meeting – Swarthmore Centre	12 attended, 3 apols	600 flyers delivered Kendals Consorts Victorian Terraces Hanover & Woodhouse Squares Key points for discussion circulated	Discussion feedback on PID Heritage – agreed H Area + include Marlborough estate as 60s example Housing- generally agree, reword H5 range of housing to rebalance the area, students vary across area, management of impact, PBSA area, co-housing. Green spaces and corridors same protection as green belt, preserve and extend / improve Cultural assets – shops, artlink, HPS, TV and M&S, community centres, pedestrian crossings and bus routes, residents parking , 20mph speed, environment- noise, graffiti, litter, air quality
April 10	Community Forum	LWCF – Civic Hall	14 attended Cllr GH NB Unipol PCSO Thorpe, 11 residents	Emails, information at LWNP meetings	Follow up sec 106 monies St Michaels Crime stats – probs rough sleepers ejected from city centre – knock on

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					Unipol – development of student accommodation – LW student numbers doubled 2012- 2017 from 50% to 76% of LW population Opps for cooperation students, landlords, community – litter, noise Leeds Transport conversation – only arterial routes not inner city links NP – PID feedback points
May 14 2018	Draft PID v2	Steering committee	DP GR FM BM PB HH apols AH	Email ag + mins + report of PID engagement	Bridge project meetings ongoing GR Locality grant completed Draft PID v2 discussion points and evidence requirements Meetings schedule June – Dec 2018
May 15		Hyde Park NP Forum	BM attended	Email	HP PID feedback Ongoing links with HP forum
May 29	GDPR policy	Email letter – GDPR policy	Forum members	Emails and letters to forum members	Information on policy to members
June 20 2018	Public Forum Vision and Draft Policies v2 agreed	Public Neighbourhood Planning Forum and AGM	8 attended, 13 apols	Emails to forum members and local organisations	Annual Report, Vision and Draft Policies v2 Agreed Draft population and housing evidence diagrams and heatmap presentation by Archie Noden – high student concentrations in some areas Need to define family accommodation, evidence of impact, evidence heritage area, green spaces, map through routes Next – consult LCC Planning
July 10	Community meeting	LWCF – Civic Hall	Cllrs GH KB 6 residents, NB Unipol, 3 Simon on Streets, 3 apols	Email to LW residents and organisations	Transport issues – buses Drug use on streets Hoardings on dev site obstruction Unipol gardens project

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					Outreach workers Simon on the Streets – entrenched rough sleepers long term project Change Grow Live Needle pick up scheme Planning apps for student blocks
July 16 2018	Draft Conservation Area Appraisal	Steering committee	DP FM GR JC BM, in att: PB AN	Email ag & mins + summary of points	Draft report on housing mix – Archie Noden to discuss with DP BM 18 July Check if Park Lane planning app? Draft Conservation Area Appraisal – PB, follow up actions – consult conservation team Summary of PID feedback from meetings Nov 2017 – June 2018 arranged by policy area: Housing, Heritage, Green spaces, Economic and community, Environmental, Transport, Projects
July 21 2018	Public event	Unity Day Festival stall	DP JC BM – Numerous members of public	LW NP Leaflets and sale of plants and Neighbourhood Design Statements	Information on LW NPlanning draft policies, history of Little Woodhouse Links with Hyde Park NP Local councillors support
Sept 8	Walk	Heritage Walk – Queen Victoria visit to LW 1858	Led by FM → BM + 14 attended	National website and Leeds leaflet Local emails	Guided walk from old Central Station to LW Bridge and Clarendon Road – Fairbairn House
Sept 24 2018	PID feedback	Feedback from Ian MacKay LCC Neighbourhood Planning Manager	IM PB DP BM	Email	List of points – IM to follow up Evidence report – Jessica Leeds HNA – Arc4 – IM to send Feedback from Dev planners RP/DS CAA – check with Conservation team List of points – LW to follow up Gaps eg business, organisations Comms and results applied to policies

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					Add to H9 – student room size (new national policy doesn't apply) How to integrate CAA Opps to add to green spaces - + importance to each local space
Sept 25 2018		Steering committee	DP GR BM AH (LUU)	Email	Follow up actions to lms feedback Student health – university evidence? Air quality – university evidence? Discussion student engagement
Oct 9	Community meeting	LWCF – Civic Hall	Cllr GH 9 residents PM SF (first Bus), PC Mark Buxton	Email LW residents and orgs	PC Buxton – drug activity in Woodhouse Square – patrols Crime figures – police resources Public transport – lack bus services, suspension of No 5 circular, viability of alternative routes – evidence Next NP meeting – Park Lane site Student room size H9 policy
Oct 24 2018	Public Forum meeting Park Lane site	LWNP Forum – Park Dale Hall, Marlborough estate	27 attended 5 apols Michael Diaz (MD) Leeds City College + 2 colleagues, Cllr K Brooks	250 leaflets door to door Marlboroughs and Hanover & Woodhouse Squares	Presentation and group discussion on Park Lane future MD - Main aspects of site, 3 bldgs ending life, options for future eg NHS employment, residential, student. Growth in students, but mindful of historic setting, tall bldg on smallsite? Points – privacy, affordable housing, older people, involve students, opp for a design brief Green spaces questionnaires (lack of time) Need leaflets in other languages, play spaces, major problem of students misusing estate buildings

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					Hold follow up workshops in new year
Oct 19 2018		LCC Neighbourhood Planning Conference	National conference for NP groups	Emails – IM	Update on NPPF and Locality funding Design Code information – Q&A
Nov 19		Steering committee	DP FM BM PB	Email	Review PID feedback; Park Lane Plan meetings Nov - March
Dec 5	Public meeting Park Lane site	Workshop – what should happen on Park Lane site – Park dale Hall, Marlborough St	20 attended, 9 apols Michael Diaz Joanna Gabrilatsou Nick Brown– for Leeds City College	Email / letter Invitation to workshop Forum members LWCA and organisations	Opportunity to develop a design brief for proposed site MD Strategic partnership - JG Nick Brown – ideas for design, height of buildings, access through site, views from Hanover Square, tall building on university centre site Questions and points – size, height, views, mixed use, prefer family housing to more students, leisure, low level for longer term residential Spaces and landscaping
Dec 11 2018	Park Lane results of workshop PID feedback – Ryan Platten	Steering committee	DP FM GR JC CH PH BM	Email	PB Notes on Park Lane workshop discussed Feedback PID Points from Ryan Platten Locality application agreed Schedule meetings Jan – June 2019

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Jan 8	Community meeting	LWCF – Civic Hall, residents and councillors and officer liaison	CLlr Harper and Groves, 6 residents DP FM PH ST JC BM + Sarah King (Cleaner Streets)	Email residents and orgs	Discussion of waste problems and enforcement difficulties Briefing from CLlr Groves WYCA lead on transport – doing a review
Jan 29		Steering committee – Clarendon Quarter, St Johns Road	CLlr KB DP GR JC FM CH BM apols PB ST AH	Email ag & mins and briefing on design codes	Gather evidence on PBSA management and student mental health Feedback from Ryan Platten on PID Locality grant for design codes Design code briefing Amendment to Public Engagement and Communications Strategy Schedule to June 2019 agreed
Feb 11	Consultation Workshop – for a design code	Park Lane workshop Park Dale Hall Marlboroughs – Walkabout followed by discussion	15 people + 9 apols 3 students 11 local residents + PB	Email to circulation list, poster/ leaflets to Marlboro estate and nearby residents	Draft headings for design - maps Ideas for planning and designing future developments on Park Lane site
Feb 12	Consultation Workshop	Park Lane workshop Park Dale Hall Marlboroughs – Walkabout	14 people + 8 apols 14 residents +PB	As above	Ideas as above – Uses, Spaces and Buildings
Feb 20	Community event	LWCA AGM – Yorkshire Wildlife Trust	8 residents, 12 apols Elspeth Robinson – Lower Aire Valley Reserves	LWCA circulation	Managing urban wildlife spaces – mainly east of Leeds Different sorts of landscapes – grass, hedge, ponds, scrub, orchard, coppice
Mar 1	Workshop	Student workshop – PBSA questionnaire	LUU Outreach Team – 6 people + BM DF	By invitation email – LUU Community Outreach team	Discussion to identify aspects of design of PBSAs – why students choose PBSA, locations, spaces and facilities in buildings leading to design of questionnaire

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Mar 3 2019	Community contact	Visit my Mosque – 4 members of LWNPFForum visited mosques and talked to hosts	Aylul Baht Grand Mosque		Contact with Mohammad Mozzari – Aylul Baht imam and other members
Mar 7	Local Public Meeting	Artlink – Moorlands / Kelsos / Clarendon Rd Heritage & planning issues	11 people + 5 apols	Poster/250 leaflets to local areas; email to LWNP circ list	Gave info on Recent planning apps & what is neighbourhood plan Planning issues – conversion to studios, lack family accommodation, loss of back gardens 2 storey infills, long term residents are “caretakers”, Advantages of area – quite, greenery, seclusion, convenient for university, Problems - lack of bus on Belle Vue Road, bins and litter, noise
Mar 14		INWACC	Area Community Cttee – Inner North West cllrs, officers, residents	LCC website for date and papers	Information on Development Plan Updates incl SAP and public access, CIL, Neighbourhood Planning national and Leeds briefing
Mar 12		Steering committee – Clarendon Quarter, St Johns Road	DP BM GR JC +PB, 3 apols	Email	Update on student report (Archie Nolan) on Popn and housing evidence GR – update on Clean Air Zone + kits Student statistics – https://equality.leeds.ac.uk/equality-data/student-data/ 3% declared mental health problems
Mar 22	Questionnaire evidence	LUUnion stall – Student Accommodation Questionnaires	Aron Clark (LUU) DP BM	Leeds University Union cafeteria stand	Student accommodation halls (PBSA) 98 completed questionnaires collected. Highest responses – 1 Location, 2Cost, 3Light and Views, 4=Social & Storage space

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Mar 26 2019	Liaison with other NP groups	Conference of Leeds Town Parish Councils and NP Forums	BM attended	Email invitation from LCC	Update on Core Strategy review, making representations, CIL and sec106 funding
Mar 26	NP Forum	Neighbourhood Plan Forum – Park Dale Hall Marlboroughs	22 people, + 11 apols 20 residents 2 students + PB	700 leaflets, emails to LWNP list	Issue of drug abuse on estate raised Draft design code, parameters map (viewpoints), topographical section Discussion of Spaces – greenery, views, pedestrian routes, buses Additional green spaces eg Buildings – residential, match scale and style of nearby areas, parking Size of site will attract student developers and high blocks Uses – high % of students already – increase in cars, late night noise, traffic (drug abuse mainly not students) tackle problems together with students who are part of the community What is excessive concentration?
Mar 31		Locality	BM – Locality, Leeds City Council Finance		Completion of Locality funding £3753.50 expended
April 9	Community meeting	LWCF- Civic Hall, residents councillors and officers liaison	Cllrs Harper & Brooks, 6 residents DP FM GR PH PG BM, 7 apols, Sarah King (Streets) Inspector Katy Woodmason (police) Kelly Anne Watson (Unipol) Paul Moses, Stuart Fillingham (First Bus)	Email to residents and orgs	Press for reinstatement of yellow lines in Chorley Lane - KB Plans for litter clearing in area- SK Introduction of new Inspector, briefing on rough sleepers, drugs First Bus – discuss services in LW -will look at suggested rerouting of buses to cover more areas as part of the general review

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					Report on Park Lane and student accommodation workshops
April 11 2019		Steering committee – Clarendon Quarter, St Johns Road	DP BM AH PB	Email to cttee	PB Feedback on Cons Area Appr – mtg arranged with Kate Newall 2 students working on Pop evidence base report Report on student questionnaires Report on Marlboroughs meetings – drugs issue follow up Follow up on design codes (Park Lane and Student Accommodation)
April 18	Stakeholder response	Park Lane draft design code v2	MD JG (Leeds City College Park Lane campus) PB DP BM	Email	Feedback to v1 of design code – MD and JG feel too restrictive Request to see other parts of N Plan
April 29		PL design code v3	PB DP BM		Response to PLdc comments
May 7	Stakeholder response	Mark Pullan email re Park Lane site		Email	
May 10	Stakeholder response	Park Lane draft design code v3	MD JG PB DP BM – second meeting	Email	Redraft of PL design code MD gave Information on building programme and projected student numbers
May 13	NP Forum AGM	Neighbourhood Plan Forum AGM Josephs Well	9 residents, 3 students +PB	400 leaflets delivered; emails to LWNP and LWCA circulation lists	Annual report June 2018 – May 2019, design codes, local meetings, Forums Membership = 47 incl 31 residents, 3 cllrs, 13 work/business and 12 more have been attending meetings (8 residents and 4 orgs), circulation 80+
May 21	Stakeholder meeting	Unipol – Oak House development	KAW (Unipol) 2 others, DP BM FM	Email invite	After Pre-App pre-design details Oak House site development for PBSA – 4 to 6 storey 180 beds, mainly cluster

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					flats, linear building, green space at west end Targeted at post grad students
May – June 2019		Ian MacKay LCC N Planning			Comments on v5 Park Lane design code – PB responses
June 11 2019		PL design code v5	MD JG PB DP BM	Email	Amended version of design code drafted
July 6	Community event	Wrangthorne Church	Unity Day – Hyde Park BM JC	Circulation invite	Stall selling bric a brac, information on NP given out
July 9	Community meeting	LWCF – Civic Hall, residents councillors and officers - liaison	Cllr Brooks, Cllrs Groves Akhtar & Garthwaite, DP FM PH RH MB TA CW CR MP BMc JC CH BDS ST BM (15 residents), PC Mark Buxton, PCSO Ellis Cann (5 apols)	Emails to residents and organisations	Clear up staff and residents done Still problems elsewhere eg Hanover Cllr Groves reported a review on waste is going on Report on police operation on drug dealing – dispersal of local activity Report on approach to graffiti in Headingley – cleaning kits Request for more attention to litter, drug and graffiti problems in LW and Hyde Park – to match city centre and be attractive to students Progress report on transport plans Update on NPlan activities – student report, local meetings Plans for Oak House development – KAW arranged to talk to local residents directly and show proposals at next meeting
July 13	Community event	Kirkstall Festival	BM JC CH DP	Leaflets, copies of NDS, booklets	Stall with bric a brac and information leaflets - fundraising
July 15		Steering committee	DP GR BM JC + PB apols – FM AH ST CH VA	Email	Report Street Art activities Marlboroughs – local activity

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					Information on NDHA status Burley Rd block next door to school Key points from student questionnaires for design code Need to involve faith organisations and businesses Schedule dates to March 2020
July 18 2019	Stakeholder response	Park Lane design code v4	MD JG PB DP BM	Email invite	Investment £1.3m in present site – students likely to stay definitely for 3 years more likely 4 years JG welcomed changes to dc – wants to keep sale appeal to developers Near to Conservation areas – what effect on site? NDHAs effect? Take advantage of topography rather than constraint Agreed further meeting
August 3	Community event	Unity Day Woodhouse Moor – information stall	JC CH BM DP +RS	Stall and leaflets and NDS copies	Information on LW NP with bric a brac - fundraising
Aug 16	Stakeholder response	Park Lane design code			JG halfway through comments – agreed alt date
Sept 10		Steering committee – Clarendon Quarter	DP FM BM +PB	Email	Contact AH to follow up with student panel Next meeting PL dc fixed for 14 Oct Comms -Decided to approach: Rosebank School (Headteacher) Faith groups (Heston) Lee Wright (tenants officer) Landlords (Unipol) Business and shops (Ian Mackay)

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Sept 15 2019	Public event	HOD walk – Around Rosebank			Walk around Rosebank paths – history of site from green fields to terraces to millennium green
Sept 18	Public event	HOD walk – Saving heritage			Walk round 18 th and 19 th century buildings
Sept 22	Public event	HOD walk – 200 years housing			Walk around different housing from construction, demolition new and restored housing 19 th & 20 th century
Oct 6	Community event	Rosebank Apple Day	FM JC CH Hyde Park Source	HPS – local leaflets and emails	Contacts with local families
Oct 8	Community meeting	LWCF- Civic Hall, residents, councillors and officers	Cllrs Marshall Katung & Brooks, 9 residents GR MP DP FM PH BM JC CH ST, KAW (Unipol) PC Mark Buxton PCSO Ellis Cann (6 apols) Bret Thomson – Street Artist	Email to LW residents and orgs	Chorley Lane still a problem Ongoing problems - Bins back on Brandon Rd, Hanover S, Belle Vue Rd – SK is putting in for PSPO to include bins Presentation of Street Art – Bret Urban Arts Garden - KAW Report on graffiti removal – efforts paying off Report from police – thanked them for positive impact on local area Presentation on Oak House new development of post graduate student accommodation and changes made after local residents comments
Oct 14	Stakeholder meeting	Park Lane v5 – Park Lane Campus	JG DP BM PB	Email	Positive response to v5
Nov 4		Ryan Platten – LCC Planning response to PID	DP BM		Comments from Development Planning
Nov 7	Stakeholder contact	Introductory meeting – new Community Director Park Lane Foundation	Hanif Malik DP BM	Email	Info on LW and NP activities Offer to help with graffiti, landscaping etc when teams have free capacity

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Nov 21 2019		Plans Panel -Civic Hall	BM		Observation of Plans Panel decision on Oak House
Nov 26 2019	Parents meeting	Rosebank School Parents Group	10 parents, 1 staff, DP BM	Invite by email circulated by school	Local area – strengths and issues Discussion points, questionnaires
Dec 3	NP Forum	Park Dale Hall, Marlborough St – Forum meeting	12 people attended – 11 residents, Tom Robinson (JLL) 14 apologies	250 leaflets to Marlboroughs and Hanover areas – emails to LWNP and LWCA	Updates on planning – Oak House, Burley Rd next to School, closure of Woodsley Rd, LGI proposed development, graffiti project Draft PL Design Code presented – report accepted Draft PID and Vision v2 recalled Next steps – discussion with Ian MacKay, planned walkabout for green spaces in Spring
Dec 9 2019		Steering committee – Clarendon Quarter	DP FM BM	Clarendon Quarter	Student panel plan – meeting AC Contacts with Mosque and All hallows Revised Oak House plans Yorkshire Post pre app consultation Plan to meet Ian MacKay in January FM doing history of roads in LW Locality application submitted January LWCF to focus on planning in LW – Daljit Singh and Ian MacKay have confirmed

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2020

2020 Date	Stages of plan / Milestone	Means of engagement	Who was engaged	Publicity	Outcomes
Jan 14	Community meeting – planning in Little Woodhouse	LWCF – Civic Hall OPEN FORUM residents, councillors and officers	23 people, 11 apols Cllr KB, residents BM PG GR MP JC FM Chu PH PB SL UK RS ST BDS TE, and AC (LUU) KAW (Unipol) PB (PBA) and LCC Planning – Daljit Singh, Robin Cogan, Ian MacKay	Email invites to 80+ LWCA LWNPF and interested ind/orgs: 4 page summary of Draft PID and Basis for Discussion circulated	Presentation and discussion by DS (dev planning) IM (neighbourhood planning) and RC (planning strategy) Key points: <ul style="list-style-type: none"> • Growth student market to 75% - tax exemptions • LCC response to HMO – PBSA and A4Directive • PL Insp rejected H6 requirement for devs to demonstrate need • Aim for positive balance not restrictive “discrimination” • Evidence to show impacts • Several N Plan audiences • Sustainability – health and wellbeing • LCC responding to draft policy intentions document
28 Jan	Open LWCA	LWCA open committee meeting at Marlborough Park Dale Hall	10 residents 3 apols	Email 120 Leaflets to Marlborough estate	<ul style="list-style-type: none"> • Discussion and reactions to planning officers presentation
Feb 5		Steering committee – Clarendon Quarter St Johns Road	DP BM FM GR JC PB	Email	<ul style="list-style-type: none"> • Objection to Woodsley Rd closure • Review of 14 Jan Forum • Plan for LUU focus group (AC) • Mtg Park Lane Foundation – Hanif Malik • Rosebank School meeting report

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					<ul style="list-style-type: none"> • Drafts – awaiting responses • Arrange 10 March Forum • Green spaces survey TBA • Business and faith groups TBA • Website – structure set up
Feb 11 2020	Stakeholder engagement	Marcia Cunningham – new INWAC Community Officer	MC DP BM	Intro to LWNPF	<ul style="list-style-type: none"> • Exchange of info on roles and work in progress • Specific idea for Kendal Grove green space improvement / community event
Feb 18	Stakeholder consultation	Unipol – student accommodation	Martin Blakey, Kelly Anne Watson DP BM	email	<ul style="list-style-type: none"> • Review LUU student questionnaire results • Comparison with national survey • Progress and aims LWNPF • Discussion of issues • Future plans – Oak House dev
Feb 26	Stakeholder engagement	Aron Clark – Leeds University Union Community Outreach Officer	AC DP PB BM	email	<ul style="list-style-type: none"> • Update on change of focus – LUUCO • Plan for focus group AC • Arrange for time and space etc – 18 March
Mar 10	Public Forum	Forum meeting – Woodsley Rd Community Centre 6.30pm	17 attended 9 apols Cllr Javaid Akhtar (chair) 14 residents -BM GR JC CHe MP JB PG UK SL DP FM MW Megan Bickle Viktorja ? Nathan Buckley (LUU) PB (PBA)	400 Leaflets – local area and School, Mosque and Health centre Emails to 80+ members of LWNPF LWCA and interested indivs and orgs	<ul style="list-style-type: none"> • Roles of LWNPF and LWCF • Updates on design codes – Park Lane and PBSA • Discussion - What makes a healthy area? – green spaces and local facilities: • Positives -some wide streets, many trees, easy and safe to walk, diverse school, spaces

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				Map of green infrastructure Minutes of Forums held 3 Dec 2019 and 14 Jan 2020 4pp summary vision and draft PID, 1p draft policies Questionnaire – likes and dislikes	<p>available for greenery (eg Rosebank)</p> <ul style="list-style-type: none"> • problems, – bins, space, speed, air quality, loss shops, no green space in Rosebank School, no green in PBSA, cost of maintenance • Opps – small spaces, more trees, Rosebank MGT, Wades Trust, CIL, green corridors, balance for family accommodation, Cmty led projects eg Shangrileeds, identify green corridors • Neighbourhood Plan – protection for non designated green spaces • Plan walkabouts in summer • AGM 3 June 2020 (later cancelled)
Mar					
Mar 20	Stakeholder consultation	Leeds Beckett University – Planning Exchange feedback	Quintin Bradley DP BM		<ul style="list-style-type: none"> • Feedback to Planning Exchange – what was useful for neighbourhood planning? • Helpful – contact with others, sharing problems and knowledge • Evidence base development • Updating changes to planning law and policies • LWNPF – work with student LUU, any chance of work with planning students – to be explored
March 2020	Draft design code v1	PBSA draft design code v1	PB DP BM	Funding from Locality grant,	<ul style="list-style-type: none"> • Production of v1 of PBSA design code based on student

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				administered by LCC Finance	questionnaires, contacts with LUU Community team, Unipol feedback
March 23 2020	COVID LOCKDOWN	MEETINGS SUSPENDED			
April					
May		PBSA comments			
June 3		Forum and AGM cancelled			
June 24	Draft	Student Accommodation Design Code v4	PB DP BM	email	Comments on draft incorporated
12 July	Draft	Park Lane Design Code v5	LWCA cttee GR DP BM PH JC BDS CHe FM Chu	email	Comments on draft and LCC Tall buildings policy
21 July		Comments on conversion of Victorian housing / tall buildings	FM PH GR	email	Comments on potential design code for conversion of large houses
27 July	Project: Heritage Open Day	Registration of two walks – Little Woodhouse Ways	BM FM GR	Email HoD	Registration with HoD for September – 2 walks each 2 hours
4 August	Project: Street Art on Bridge	Completion of street art mural on St George’s Bridge	GR – City centre management	Email	Completion of mural on parapet of bridge (facing oncoming traffic
19 August	LWCA cttee	LWCA cttee – Zoom (first attempt at this)	DP GR JC BDS CH BM	Email	<ul style="list-style-type: none"> • Graffiti clean up • Woodhouse Moor bowling greens • Need to contact university over planning and changes on the campus
Aug 20 2020	LCC NP consultation	Ian MacKay – with LWNP exec cttee	DP BM PB Ian MacKay	Email	<ul style="list-style-type: none"> • Update on LWNP drafts • Explore sources of support - LCC

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18 Sept 2020	LCC NP consultation	Ian MacKay – with LWNP executive	DP BM PB Ian MacKay	email	<ul style="list-style-type: none"> Follow on discussion re support PID policies – arrange follow up with Ryan Platten Evidence base – Emma Lewis to assess and assist completion CAA - Conservation response? Student project - LBU PL and SA Design codes - suggested approach to Locality for technical support – IM to explore Website – possible LCC (n/a)
September	Application to Locality for Technical Support		BM then DP IM – Locality	Locality online application	Application for Technical Support Submitted to Locality
25 Sept	Project – HoD walks	Little Woodhouse Ways Walks HoD events cancelled due to Covid	FM BM	Email to people booked on walks and to LWCA members	<ul style="list-style-type: none"> Printed descriptions of two LW walks, sources of information and a brief historical background of LW area
Sept 28		LWNP Steering committee zoom			
Sept 30	Evidence base	Request to Ian MacKay	DP	Email	<ul style="list-style-type: none"> Emma Lewis to review and amend Evidence Base Report (EBR)
1 October	Student engagement	Leeds Beckett University - Quintin Bradley	DP QB	Email	<ul style="list-style-type: none"> Possible undergraduate project and also post graduate module
12 Oct	Joint cmtty action	INW groups – meeting to discuss graffiti clean up campaign	GR INW groups	Zoom, email	<ul style="list-style-type: none"> List of contacts Clean up materials
12 Oct		Emma Lewis LCC Planning Assistant – evidence report	DP EL	Email	<ul style="list-style-type: none"> Contact to request assistance to amend EBR

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Oct 20	LW Cmty public Forum	LW Community Forum zoom	19 people Cllrs AMK & KB, DP RH GR PH UK SL MP JC CH BDS BMck VJ John McKimmings LASBT, Paul Money COSafer Leeds, Lee Wright Nbhd services Officer, Sarah King Cleaner Neighbourhoods, PC Matthew Cook WYPolice	Email	Discussion of issues: <ul style="list-style-type: none"> Public Spaces Protection Order (PSPO) for NW Leeds Leeds Anti Social Behaviour Team (LASBT) Graffiti, tagging issues Noise issues Bins on streets Enforcement on Moorlands Request for suggested student volunteering projects
Oct 20 and 23	PBSA design code v5.1	Peter Baker	PB DP BM	Email	<ul style="list-style-type: none"> Updated version of PBSA design code 5.1 Cardiff City – adaptability BBC website article on student flats / developers “gaming”
Oct 21		Locality zoom			
Oct 26	PBSA design code v6 sent	Aecom Ishaq Khan +Ian MacKay	DP	Email	<ul style="list-style-type: none"> Updated PBSA design code v6 List of LWNP 6 appendices (Housing mix EBR, Student Acc dc, PL dc, HAA, NDHA, LGS Appr
Oct 27		LWCA Cttee	DP GR PH JC BDS BM	Email	<ul style="list-style-type: none"> Follow up on LWCForum See above fro topics
11 Nov	Student engagement	Leeds Beckett Univ – Quintin Bradley, Senior Lecturer in Planning and Housing	DP QB PB BM	Email	<ul style="list-style-type: none"> Suggestions for projects – undergraduate – PBSA questionnaire and critique and other projects
20 - 23 Nov	Student engagement	Leeds Beckett Univ – Quintin Bradley, Senior Lecturer in Planning and Housing	DP QB PB BM	Email	<ul style="list-style-type: none"> List of 6 potential post graduate projects – contact Lindsay Smales as well

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Nov 25	Locality offer Technical support	Locality – Francis Shaw, Manager Neighbourhood Planning Team	DP	Letter by email	<ul style="list-style-type: none"> Technical Support Offer Letter Appl ref App-12328, Tech Support Ref DR-11105
Nov 26	EBR	Emma Lewis – evidence report	DP to EL	Email zoom	<ul style="list-style-type: none"> Feedback discussion Thanks for work so far
30 Nov	LCC feedback on PBSA design code	Abbie Miladinovic	AM IM DP PB BM	Email	<ul style="list-style-type: none"> Feedback on PBSA design code - positive Compared to draft SPD on Student Accommodation - fits Need to check design code aligns with neighbourhood plan policies
1 Dec	Aecom introduction	Lucy Sykes, Nick Beedie, Aecom		Email	<ul style="list-style-type: none"> Intro to Aecom appointed consultants Fix date for Teams call
Dec 3	LCC feedback on draft PID policies	Ryan Platten LCC Principal Development Planner	DP PB BM Ryan Platten, Emma Woodhouse, Emma Lewis – LCC Planning	zoom	<ul style="list-style-type: none"> Focus on built environment and quality to encourage more housing mix Definition of family household is OK Are there any recent HNA in the area? – EL /RP Evidence of harms Look for evidence of housing sizes – re conversion Adaptability Omit 20+ threshold for location Omit H7 What is long term vision for retail?
Dec 4	NP group contact	Helen Moore, Engagement Lead, East street Arts		Email via Abbie Miladinovic	<ul style="list-style-type: none"> Contact for neighbourhood plan groups in Leeds

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Dec 8			Ryan Platten sent link to DP to PB	Email	<ul style="list-style-type: none"> Link to police report on HP and W ward 2014-2017
Dec 10	Aecom	Aecom - introductions	LS NB	Teams call	<ul style="list-style-type: none"> Discussion of roles and aims
Dec 17	PID	Discuss response to Ryan Platten	DP PBBM	Email	Update to notes of 3 December
Dec 18	EBR	Emma Lewis	DP cc IM	email	<ul style="list-style-type: none"> Evidence report v2 incorporating amendments and additions requested
Dec 21		Ian Mackay review of Aecom offer	DP PB BM IM	Zoom and emails	<ul style="list-style-type: none"> Agreeing terms of reference and suggested amendments
Dec 22 2020		DP to Lucy Sykes			<ul style="list-style-type: none"> Suggested amendments to Aecom proposed technical support package

Ends