

Little Woodhouse Neighbourhood Planning Forum Public Engagement - List of Meetings and Engagements January 2021 – 2021 Forum Redesignation

Date	Stages of plan Milestone	Means of engagement	Who was engaged	Publicity	Outcomes
Jan 6 2021	Response	Response to Leeds Site Allocation Plan public consultation	DP		Comments that need for green space in the inner city has not been given enough consideration
Jan 7	Community	West Yorks Police Elders Panel	GR – zoom meeting		Report on crime issues in Leeds affecting seniors
Jan 6 -13 etc	Evidence Base review	Emma Lewis LCC Planning Assistant consultations on drafting report	DP BM - EL		Draft Evidence Base Review
Jan 11	Evidence gathering	Discussion of case study on PBSA for planning students	Quintin Bradley, Leeds Beckett Univ Dept of Urban Planning	Teaching module	Plans for module: Completed questionnaires; Students essays on PBSA planning
Jan 12	Forum Community event	Little Woodhouse Joint Community Forum (LWCF) & LW Neighbourhood Planning Forum – (LWNPF) online zoom	19 attended – 3 cllrs, 12 residents, reps from streets, police, LUU and LTHNHSTrust	Email to LWNP	Mike Bacon – Programme Director of Construction, Leeds Hospitals Trust – presentation of future plans and timescale for new hospitals on LGI site
Jan 15	Aecom Technical support		Zoom Nick Beedie and Lucy Sykes (aecom) BM DP and PB		
Jan 18	Response	Public consultation on LCC draft SPD – HMO PBSA and Co-Living Amenity Standards	DP	Invitation details circulated to LW members	Response sent to public consultation Jan 21
Jan 19	Draft NDHA	Draft of Non designated heritage assets	PB to DP and BM	Email	First draft NDHA for consideration
Jan 22	Stakeholder meeting	Rosebank Primary School – review of results of survey of parents housing issues	School head teacher, governors, local housing manager, planning officer	Email + zoom	Report on parents housing survey results and information from officers on local housing availability
Jan 26	Community	Little Woodhouse Community Association - Committee	DP GR PH BDS JC CH BM	Zoom BM host	Neighbourhood Planning update
Jan 27	Aecom / Stake holder meeting	Joanne Gabrilatsou representing Leeds City College - update	Online Teams – NB LS PB DP BM + JG	Email Teams - LS	Updated understanding of Park Lane site plans/ N Plan / aecom

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Jan 28	Technical support	Planning online site visit for aecom	PB DP BM	Zoom	Planned route for aecom online site visit
Feb 3 2021	community	Local police newsletter	GR	Email	Circulated to LW residents
Feb 3	Community response	Enquiry to Mark Jifford - Local enforcement officers remit	DP follow up on LWCF	Email	Response received – information on remit of traffic enforcement officers
Feb 3	Aecom	Site visit by Teams and Google Earth	PB DP BM + NB LS aecom	Teams - NB	Commentary on main features of area
Feb 10	Aecom / Stake holder	Mark Pullan, Josephs Well site and Brotherton House	MP DP BM + NB LS aecom	Teams - NB	Views from developer re property and housing prospects in the SE of the area
Feb 10	Evidence	Quintin Bradley – LBU Urban Planning	QB	Email	Plans for Teaching module
Feb 12	EBR	Emma Lewis Planning Assistant – review of draft	EL DP BM	Zoom, email	Draft EBR amendments / additions
Feb 12 /15	Aecom	Nick Beedie – documents	NB LS DP BM PB	Email	Proposals for Technical Support delivery stages
Feb 16	Forum & AGM	LWNP Forum and AGM – Public online meeting	17 attendees + 14 apols (2 cllrs 10 residents)	Zoom Email 80+	Annual report (Past 20 months) presented; redesignation application agreed; election of steering cttee
Feb 17		Leeds Transport Strategy (consultation to 11 April 2021) Kirkstall Dev Trust meeting re-scheduled for 2 March (Civic Trust newsletter)			
Feb 22	Technical support – Ian MacKay	Discussion of aecom proposal	DP PB BM IM	Zoom host BM	Agreed to ask for more specific stages for delivery of technical support
Feb 23	Community event	LWCA AGM	15 attended	Zoom host AMK	Report on Neighbourhood Planning progress
Feb 23	evidence	Questionnaires and comments from Leeds Beckett students	13 returned	Email QB	Completed student accommodation questionnaires

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Mar 2	evidence	Student engagement virtual tour and Q and A	DP QB and ? students	Zoom? Classroom?	
Mar 4	Website	Review of status of website	BM PB AR	Zoom host BM	Agreed structure and contents for website http://littlewoodhouseleeds.wordpress.com
Mar 9	Steering cttee	LWNPF Steering Committee	DP GR BM PB ST JC CH	Zoom host BM	Approved draft Redesignation appl; approved website structure; agreed schedule of monthly meetings each covering section of N Plan
Mar 10	Community	Hyde Park Source – Julia Saye	BM JS	Outdoor - Rosebank	Agreed to draw up outline for green spaces in June
Mar 11	Community engagement	Clean Up Rosebank	Cllrs Brooks & Akhtar, Marcia Cunningham (Localities Officer INWCC) Alice Smith HT Rosebank, Pete Tatham HPS, Amanda Jackson UoL, Jess Chippendale WYPolice, Housing Officer, DP	Zoom	Idea from Marcia Cunningham & HT – parents and children unhappy with litter etc. Other stakeholders – UoL offered student vols, HPS to arrange plan litter pickup. Relaunch Rosebank Rangers. Next – meet at school 22 April for walkaround and agree date and activities
Mar 11	Evidence	Post graduate assignments agreed	Leeds Beckett - Quintin Bradley to Lindsay Smales	Email	5 assignments based on LWNPF for groups of urban planning masters students
Mar 12	EBR	Draft of report	EL IM DP BM	Zoom	Approval of Draft report with Ian MacKay
Mar 16	Community	Local Care Partnership (Leeds Student Practice and The Light)	Cllr KB, Alice Smith HT Rosebank School, DP for LWNPF	Zoom	Presentation of housing effect on health and wellbeing – to encourage awareness and potential survey of their users

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Mar 17	Evidence	Lindsay Smales – LBU Post grad students Sustainability Module	BM LS + 40 on Masters urban planning module	Classroom online	Q and A session with BM – 1 hour + 30 min photo tour of LW by LS leading to group work on 5 live case studies based in Lw area (NDHA, Green corridors, social infrastructure, employment survey, developing website) to be presented April 28
Mar 23 2021	NP Forum meeting	LWNPF forum – review of Housing evidence and draft policies - zoom	17 attended + 8 apols (2 cllrs, 11 residents)	Email 80+ Circulated mins and key issues	Presentation of EBR – Emma Lewis – statistics show imbalance housing mix Presentation of School survey – Alice Smith – showing unmet family housing needs; request to find evidence for affordability and add to EBR. Draft NP housing policy intentions reaffirmed; potential Project to set up a local housing group; also to seek meetings with housing associations
Mar 30	EBR - evidence	Zoom DP BM	DP BM		Confirmation of amends to EBR
March 31	Application for Redesignation of Forum	Membership reregistration invitation – post and email	Responses to rejoin – 41 Declined – 2 Unconfirmed - 10	Email to 80 addresses	Responses to rejoin the forum
April 13	Community engagement – forum meeting	Little Woodhouse Community Forum Little Woodhouse Joint Community Forum (LWCF) & LW Neighbourhood Planning Forum – (LWNPF) online zoom	17: 13 (incl Cllrs Brooks and Marshall Katung) + 4 in attendance (Cllrs Hayden and Calill and Victoria Whalley from Clean Streets team, PC Matthew Fisher; 8 apols	Email 80+ circulated minutes	Progress on graffiti Police report Presentation and discussion of Active Travel Neighbourhood – Connecting Leeds Transport Strategy, Healthier Streets. Q & A – withdrawal of Clean Air Zone (funding), Airport decision. Update on street cleansing – bins pilot on Headingley Mount

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April 21	NPForum meeting	Little Woodhouse Neighbourhood Forum meeting – discussion on Student Accommodation - zoom	17 attended (2 cllrs) + 9 apols. In attendance - Abbie Miladinovic LCC Senior Planner (AM)	Email 80+ Circulated mins and key docs	<ul style="list-style-type: none"> AM introduced LCC SPD on HMO, PBSA and Co Living Amenity Standards; Results of student survey – top 4 factors Location, Cost, Light& views, Social opportunities – differ from residents priorities; + project with LBU planning students LW draft PBSA design code - focus on Health and wellbeing, Location & connections, Communal facilities and green spaces, building design incl room design and management Issues – storage space, affordability vs. cost of amenities, sites near Rosebank School, viability seen as return on investment Thanks to Peter Baker for production of the draft design code
May 10 - 28	Application for Redesignation as Neighbourhood Forum	Submission of Application to LCC (draft submitted 10 May)	BM	Email	Acknowledgement of receipt from Abbie Miladinovic Leeds City Council Senior Planner; amended draft submitted 28 May – Emma Lewis.
May 11	Steering cttee	LWNPF Steering Committee	DP GR PB JC BM + Emma Lewis (LCC Planner) in attendance	Email to cttee	Review of progress on drafts -esp preview of NDHA for forum 18 May LBU graduate projects – information Green corridors draft for survey
May 18	NPForum meeting	Little Woodhouse Neighbourhood Forum meeting – discussion on Heritage - zoom	13 attended, + 12 apologies	80+ emails to members and LWCA and local orgs	<ul style="list-style-type: none"> Heritage Area Appraisal draft approved Non Designated heritage assets list – agreed, additions invited Plans for green corridor survey

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June 7 – 19 July 2021	Public consultation	Redesignation of Little Woodhouse Neighbourhood Planning Forum	Open consultation	Leeds.gov website, emails, posters put up	
8-16 June	Stakeholder contact	Letter from M Pullan and response	MP DP	email	<ul style="list-style-type: none"> Assessment of student accommodation market
15 June	LWNP Forum	Little Woodhouse Neighbourhood Forum meeting – discussion on Green Spaces - zoom	11 attended, 8 apols	Emails 80+ to LWNPF and LWCA and local orgs	<ul style="list-style-type: none"> PB: Green spaces appraisal – list incl LCC SGIO Strategic Green Infrastructure Opportunity map and local designated spaces LGS 1 – 10 BM: Draft framework and plan for Green corridor survey proposed corridors LWGC 1-10 DP – circulated NDHA for additional suggestions DP- follow up on status of green space on western campus
June ??	Planning application	Response to planning application for PBSA Burley Rd	Rosebank School		Objection on behalf of parents and school to application for PBSA next door and overlooking school premises
20 July	LWNP Forum	Little Woodhouse Neighbourhood Forum meeting – discussion on Aecom documents - zoom	10 attended, 10 apols, 3 in attendance: Nick Beedie Aecom, Abbie Miladinovic, Ian MacKay LCC Planning	Emails 80+ to LWNPF and LWCA and local orgs	<ul style="list-style-type: none"> Discussion of Baseline maps and Character analysis (prepare for design code) Identify qualities assets and opps for improvement to prepare for design code To match National Model Design Code draft for quality growth
27 July	Steering group	LWNPF Steering committee	DP PB JC BM + 5 apols	Email	<ul style="list-style-type: none"> Report of Aecom consultancy

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					<ul style="list-style-type: none"> • Report of LBU Masters reports on employment, social structure, green infrastructure, website • Leeds Local Plan Update – special meeting to be held – docs to be circulated
10 August	LWNP Forum	Little Woodhouse Neighbourhood Forum meeting – discussion on Leeds Local Plan Update consultation on climate change - zoom	9 attended, 8 apols	Emails 80+ to LWNPF and LWCA and local orgs	<ul style="list-style-type: none"> • PB DP and Bm outlined key ideas of 5 aspects Green infrastructure, Flood risk, Place making, carbon reduction, Sustainable infrastructure • Agreed joint response to consultation, plus individuals urged to respond
12 August	Response from Conservation Team	Feedback from Conservation Team on Non Designated Heritage Assets draft	Kate Newell Senior Conservation Officer via Abbie Miladinovic	emails	<ul style="list-style-type: none"> • In line with Historic England • Advice you can have NDHAs in CAs • Generally supportive of assets identified – will review when Local List work further on • Suggestions 106-120 Burley Rd and ghost sign 78-90 Burley Rd, 47 Westfield Rd (stone lintels) • Will discuss late 20th century proposals with Phil (PO sorting office, Marlboros estate)
31 August 2021	Redesignation	Leeds City Council Decision for Redesignation of LWNP Forum	LCC Abbie Miladinovic	Email and leeds.gov.uk	<ul style="list-style-type: none"> • Redesignation of Forum

Ends