

Local Development Framework for Bradford

# Bradford City Centre Area Action Plan

Engagement Plan

August 2007



City of Bradford MDC

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ब्राडफोर्ड डिस्ट्रिक्ट (Bradford District) एर लोक्याल डेवेलपमेन्ट फ्रेमवर्क (Local Development Framework – स्थानीय उन्नयन काठामो) एर अनेकगुलो कागजपत्र वा दलिलपत्रेण एकटि हलो। एहि तथ्यपत्रेण विषयवस्तु कमिउनिटिण लोकदेण कोनो भाषाय बुवाते चाहेले अथवा लिखित अनुवाद चाहेले नतुवा ता ब्रेइले (अक्षलिपिते), मोटा हरफे किंवा क्यसेटे रेकर्ड करे चाहेले, अनुग्रह करे लोक्याल डेवेलपमेन्ट फ्रेमवर्क ग्रुप (Local Development Framework Group)-के (01274) 434050, (01274) 434544 वा (01274) 434606 नाखारे फोन करण।

(01274) 434544 or (01274) 434606

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## Foreword

This document sets out the aims and principles that will underpin the consultation on the Bradford City Centre Area Action Plan (BCCAAP) and will be referred to as the Engagement Plan.

The Bradford City Centre Area Action Plan (CCAAP) is being prepared by the City of Bradford Metropolitan District Council as part of the Local Development Framework for Bradford

As you may be aware, there has been extensive public consultation on the future of Bradford City Centre over the last 4 years as part of the Bradford Centre Regeneration and the Councils Masterplanning and Neighbourhood Development Framework (NDF) Processes. Comments received to date on the NDFs have been considered by the Council at its Executive on 16<sup>th</sup> January 2007.

The Bradford City Centre Area Action Plan (BCCAAP) will bring all of this work together and will aim to address how development and change within the city can be delivered through the development plan system.

The Bradford City Centre Area Action Plan (BCCAAP) is being prepared by the City of Bradford Metropolitan District Council as part of the Local Development Framework for Bradford.

The Issues & Options Report is the first formal stage in the process. Its purpose is to involve interested parties in identifying the key issues and options which the new plan will need to address.

The Engagement Plan has been developed based upon advice within:

- Planning Policy Statement 12 – Local Development Frameworks
- PPS12 companion guide
- SEA/SA guidance
- Bradford Submission Statement of Community Involvement (SCI)
- Approved Bradford Local Development Scheme (LDS).
- Planning Advisory Service LDF checklist

The structure of the Engagement Plan is as follows:

**Part One** sets out the aims and principles that will underpin the consultation on the issues and options

**Part Two** is a consultation and participation plan that sets out how the Council will aim to meet the aims and principles in Part One and also comply with the submission SCI

**Part Three** sets out how the consultation and engagement will be recorded and used in the next stages in developing the Area Action Plan.

For more information about developing the Local Development Framework or for a copy of the Bradford City Centre Area Action Plan contact:

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**Part One**  
**Aims and Principles**

## **1 BACKGROUND**

### **What is a Local Development Framework**

- 1.1 Development in the District is currently controlled by the Replacement Unitary Development Plan (RUDP), adopted in 2005.
- 1.2 The Planning and Compulsory Purchase Act 2004 requires that local authorities replace their current development plans with a new type of plan called a Local Development Framework (LDF). The Local Development Scheme (LDS) provides a starting point for the local community and the stakeholders to find out what planning policies and proposals (Local Development Documents) the Council intends to produce as part of the Local Development Framework.
- 1.3 The Local Development Framework will be a portfolio of documents which will replace the Council's current Unitary Development Plan. For further information on the Local Development Framework, please see Bradford Councils Leaflet Number 1 'The Guide to the Local Development Framework'.
- 1.4 The Core Strategy will set the long term spatial vision for the District and strategic policies to deliver the vision. The Bradford City Centre Area Action Plan will be informed by the emerging Core Strategy and will be one of the documents which will form part of the LDF. The Core Strategy Issues and Options Report was published for public consultation in February 2007. For further information on the Core Strategy, please see Bradford Councils Leaflet Number 2 'The Guide to The Core Strategy'

### **Local Development Documents (LDD)**

- 1.5 Documents that make up the Local Development Framework are called Local Development Documents; these have to conform to the policies put forward in the Regional Spatial Strategy. There are two types of Local Development Document and Supplementary Planning Documents and Development Plan Documents. Bradford City Centre Area Action Plan is a Development Plan Document.

### **Development Plan Documents (DPD)**

- 1.6 These are documents that form part of the statutory development plan for the District and are subject of a Public Examination by an independent Inspector. These include the following:
  - Core Strategy – this sets out the spatial vision for the District, the strategic policies for guiding development, the housing requirement, and a framework for monitoring and implementing the Strategy.
  - Site Allocations – this identifies sites for development.
  - Area Action Plans – this is a planning framework that is targeted at a specific area.

- Proposals Map – this will show the proposals for the District on an OS Map base, and will be updated as individual documents are adopted.

1.7 DPD's have to go through the following stages as part of their preparation:

- Evidence gathering
- Identification of Issues and Options
- A Pre Submission Issues and Options community consultation
- Preparation of Preferred Options
- Submission of Preferred Options to the Secretary of State and subsequent community consultation
- Independent Public Examination
- Inspector's Report
- Adoption

1.8 All DPDs will be tested thoroughly at an independent public examination to see whether they satisfy the statutory requirements for the preparation of a plan and determine if it is 'sound'. PPS12 sets out the criteria for assessing whether a DPD is 'sound'. One of the tests of 'soundness' is whether the DPD has been prepared in compliance with the Statement of Community Involvement, or with the minimum requirements set out in the Regulations' where no Statement of Community Involvement exists.

### **Statement of Community Involvement (SCI)**

1.9 This sets out how the Council intends to engage the community in producing Local Development Documents that make up the Local Development Framework, and in the consideration of planning applications. The SCI is itself a Local Development Document that is the subject of a Public Examination by an independent Inspector. Once adopted, all other LDD's will have to comply with the requirements for community involvement set out in the adopted SCI. The SCI was submitted to the Secretary of state for independent examination and for public comment in November 2006.

### **Local Development Scheme (LDS)**

1.10 The mechanism for describing the Local Development Framework work programme is the Local Development Scheme (LDS). The current Local Development Scheme (LDS) for Bradford was adopted by the Council on the 20 September 2005, following consideration by the First Secretary of State. It was recently reviewed and a proposed revised LDS was submitted to Government in March 2007. The revised LDS provides the most up to date picture on the LDF programme for Bradford District.

### **What Is An Area Action Plan?**

1.11 Planning Policy Statement 12, Local Development Frameworks, (PPS12) gives guidance on the contents of an area action plan. It should be



produced after the core strategy, which, once adopted - all other Local Development Documents (LDDs) must conform to.

1.12 The second DPD in the LDS is a more detailed planning document which will look in detail at Bradford City Centre. The Bradford City Centre Area Action Plan will set out the vision and spatial strategy in support of the regeneration of Bradford City Centre, and the ambitions in the Bradford Centre Regeneration Masterplan.

1.13 The Area Action Plan will build on the considerable work already undertaken in particular the Bradford Centre Regeneration Masterplan (published September 2003) and the 4 Neighbourhood Development Frameworks (the Bowl, the Channel, the Market and the Valley). The Executive considered comments on the four NDFs at its meeting on 16 January 2007 and resolved that the work informs the preparation of the Bradford City Centre Area Action Plan.

1.14 The new system places great importance on community involvement in the preparation of all the LDF documents. In particular, guidance requires effective participation and engagement in the early stages of their development (front loading) in order to build consensus on key issues early in the preparation process. The Statement of Community Involvement (SCI), which was submitted to the Secretary of State for independent examination in November 2006, sets out how the Council will undertake consultation in developing all LDF documents. Each DPD goes through a prescribed 5-stage process with stages 2 and 3 involving significant public engagement in order to build consensus as to the issues and approach of the particular document. The key stages are:

- 1 Pre-production scoping and evidence gathering
- 2 Consultation on issues and options
- 3 Consultation on preferred options
- 4 Submission to Secretary of State
- 5 Examination
- 6 Adoption following binding inspectors report

1.15 The Issues and Options stage is the key stage in identifying the key issues which the document needs to address and developing and testing the alternative approaches which the document could take to address those issues. Therefore while it is recognised that a large amount of work has already been undertaken through the Masterplan and NDFs, this stage has to revisit and consult on reasonable alternative spatial options as part of the formal planning process. Therefore the work that has been undertaken so far has informed the issues and options and has been presented as one of the spatial options. Other options are also presented at this stage for discussion and comment. Following consultation on issues and options the Council will then identify its preferred approach for

consultation together with clear reasons for why other options have not been followed.

### Community Involvement in the new development plan system.

1.16 The new system has a greater emphasis on community involvement, which Bradford Council is already firmly committed to. Two of the key aims<sup>1</sup> of the new planning system are:

- Strengthening community and stakeholder involvement in the development of local communities, through involvement through the preparation of LDDs.
- Front loading. Seeking consensus on essential issues early in the preparation of LDDs

1.17 The SCI sets out the Local Planning Authority's policy of involving the community in the preparation and revision of LDDs and planning applications. Regulations 25 and 26 for LDDs and Regulation 17 for SPDs set minimum requirements for community involvement<sup>2</sup>. This plan provides the detail on how and when the community will be involved in preparing the Bradford city Centre Area Action Plan in line with the Council's emerging SCI and how it will comply with the minimum requirements set out in the Regulations.

### Aims

1.18 This Engagement Plan has been drawn up to ensure compliance with the emerging SCI and associated statutory regulations when drawing up the Bradford City Centre Area Action Plan (BCCAAP) and that as many different stakeholders and as wider community representation as appropriate are engaged. This should ensure that as far as practicable the BCCAAP :

- Reflects the needs of the District and its communities
- Is technically robust and based on sound information
- Enjoys broad consensus

### Objectives

1.19 The Engagement Plan will:

- Identify the stakeholders that should inform the preparation of the Area Action Plan
- Set out how these stakeholders and communities will be able to inform the preparation of the Area Action Plan
- Establish when there will be opportunities for stakeholders and communities to inform the preparation of the Area Action Plan

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<sup>1</sup> PPS12 paragraph 1.3

<sup>2</sup> The Town and Country Planning (Local Development ) (England ) Regulations, 2004

## Principles

1.20 In line with guidance in PPS12<sup>3</sup> there are several principles, which will underpin the approach to consultation and participation:

- Maximise the opportunities for as many stakeholders and members of the public to inform the preparation of the Area Action Plan including those who would not normally have their voices heard.
- Focus the Councils resources on the existing networks and forums that are in place in the District.
- Provide good quality, accessible and relevant information throughout the preparation of the Area Action Plan.
- Provide opportunities for meaningful and active participation in the drafting of the Area Action Plan which is appropriate to the stage and which are followed up so that participants and those contributing are clear about the difference that their involvement has made.
- Meet the requirements of the Strategic Environmental Assessment Directive (SEA) with regards to consultation.

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<sup>3</sup> PPS12 para 3.4

**Part Two**  
**Participation and Engagement Plan**

## 2 Background

- 2.1 In order to comply with the SCI a range of methods have been proposed to meet the objectives set out in section 1 above. Table 1 below sets out the key mechanisms.

<b>Objective of consultation</b>	<b>Mechanisms for engagement</b>	<b>Key communities</b>
Identifying what are the key spatial issues facing Bradford City Centre and potential options for the Area Action Plan to address the issues.	Website	Public
	Media	Public
	Consultees	Statutory consultees and targeted bodies and organisations
	Notifications	Individuals and organisations on notification database
	Area workshops	Public and targeted organisations
	Topic Workshops	Statutory consultees and targeted bodies and organisations and public

- 2.2 The mechanisms are set out below in more detail.
- 2.3 Individuals and groups will be engaged using a range of mechanisms. The main ones are set out for below in Table 2.

<b>Type of stakeholder</b>	<b>How they are most likely to inform the Core Strategy?</b>
Individuals	<ul style="list-style-type: none"> <li>• Sharing and accessing information</li> <li>• Responding to consultation</li> <li>• Attending one off seminar/workshop</li> </ul>
Locally based networks and forums	<ul style="list-style-type: none"> <li>• Sharing and accessing information</li> <li>• Responding to consultation</li> <li>• Attending one off seminar/workshop</li> </ul>
Local Strategic Partnership (including sub partnerships)	<ul style="list-style-type: none"> <li>• Sharing and accessing information</li> <li>• Responding to consultation</li> <li>• Attending one off seminar/workshop</li> <li>• Holding discussions on particular aspects</li> </ul>
Members	<ul style="list-style-type: none"> <li>• Sharing and accessing information</li> <li>• Briefings</li> </ul>

### Information provision during process

- 2.4 The documents which will be subject of the consultation are listed below.
- Bradford City Centre Area Action Plan – Issues & Options Report
  - BCCAAP Initial Sustainability Appraisal of Issues & Options
- 2.3 In addition to the above documents supporting material will be published to include:
- BCCAAP Engagement Plan
  - BCCAAP Summary Issues & Options and Comment Form
  - BCCAAP Statement of Consultation
  - City of Bradford MDC – A Guide to Area Action Plans
  - City of Bradford MDC – A Guide to The New Development Plan System
  - City of Bradford MDC – A Jargon Buster Guide to the LDF
  - BCCAAP Issues and Options DVD Presentation Movie
- 2.4 The above documentation will be made available as follows:
- Principal Planning Office at:
- Jacobs Well, Manchester Road, Bradford BD1 5RW (Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm)
- And also at the following Council Offices and main libraries:
- Keighley Town Hall, (Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm)
  - Shipley Town Hall, (Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm)
  - Ilkley Town Hall, (Mon-Thurs 9am to 12.30pm & 1.30pm to 5.00pm, Fri 9am to 12.30pm & 1.30pm to 4.30pm)
  - Bradford Central Library, (Mon-Fri 9am to 7.30pm, Sat 9am to 5pm)
  - Shipley Library, (Mon-Fri 9am to 7pm, Sat 9am to 5pm)
  - Bingley Library, (Mon-Fri 9am to 7pm, Sat 9am to 5pm)
  - Ilkley Library, Station Road, Ilkley LS29 8HA (Mon-Fri 9am to 7pm, Sat 9am to 5pm)
- 2.5 The documents will be available to view and download on the Council's web site at [www.bradford.gov.uk/planning](http://www.bradford.gov.uk/planning).
- 2.6 Copies of the documents will also be available on request by emailing the Local Development Framework Group on [ldf.consultation@bradford.gov.uk](mailto:ldf.consultation@bradford.gov.uk)
- 2.7 Additional material will be produced for the workshop events in order to facilitate effective engagement. This will take the form of exhibition material, information leaflets, visuals and power point presentations appropriate to the target audience.

### Targeted Consultees

- 2.8 The core documentation set out above will be sent to the statutory consultees as well as key communities of interest, stakeholders, community groups for comment. These bodies include those set out in Appendix 2, but will be added to as appropriate.
- 2.9 In addition the Council will notify in writing those who have indicated that they wish to be kept up to date with work on the LDF.

### Press and media coverage

- 2.10 The Council will produce press release and provide briefings at the launch of the consultation exercise for all locally circulating newspapers and local radio networks.

### Key Networks and Partnerships

- 2.11 There are several existing key organisations and networks, which will be actively engaged as part of the process, are set out below. This will involve either attendance and/or provision of appropriate material. These are not exhaustive and other networks may be engaged as appropriate.

Organisation/network	Role	Focus/coverage
Bradford Vision	Local Strategic Partnership (LSP) for Bradford	Partnerships and stakeholders/district wide
Bradford Centre Regeneration	Urban Regeneration Company for Bradford City Centre	City Centre. Stakeholders.
Bradford Property Forum	Property Interests forum	Developers, agents, architects, planning consultants & investment interests.
Neighbourhood Forum	Public forum for considering local issues	Public/locality planning/District wide
Bradford and Keighley Youth Parliament	Public forum for involving young people in districts issues.	Young people/district wide
Mobility Planning Group	Public Forum looking at Mobility issues	Disabled/district wide
CNET	Promotes community representation and deal with issues surrounding social and economic planning in Bradford & District.	Community groups/district wide

- 2.12 The Council will also engage as appropriate relevant Strategic partnerships. These will include:

- Housing

- Economic
- Environmental
- Safer Communities
- Strategic Health Improvement
- Building Communities
- Cultural Consortium

### **Area Workshops**

- 2.13 The Council will run at least one workshop for invited interests. It will provide an opportunity for the Council to present the Issues and Options Report and engage in facilitated discussions on the key issues and potential options.

### **Public Drop in Sessions**

- 2.14 The Council will arrange at least one drop in session for the public to discuss the issues and options with officers.

### **Members**

- 2.15 All members will be sent the documentation. They will also be invited to drop in briefing sessions with officers to introduce the BCCAAP Issues and Options. The Issues and Options Report will also be taken to appropriate Committees for comment.

### **Parish Councils**

- 2.16 The Parish Councils will be sent all the documentation for comment. They will also be invited to attend the workshop.

### **Planning Aid**

- 2.17 Yorkshire Planning Aid provides a free, independent and professional planning advice service to individuals and groups from within the Yorkshire and Humber region who cannot afford professional fees. Yorkshire Planning Aid is part of a network of nine Planning Aid Services throughout the country, all of which are part of the Royal Town Planning Institute, a Registered Charity. Services operate through small staff teams and a network of professionally qualified volunteers.
- 2.18 The service is targeted at disadvantaged communities, and at groups which represent or work with people who need support and guidance in order to get involved with the planning system, for example young people, people with disabilities, or people from ethnic minority communities.
- 2.19 The Council is currently working in partnership with the Planning Aid to increase local community involvement in the preparation of the Core Strategy in particular with BME and Young People. This work will be developed to include the City Centre Area Action Plan.



**Part Three**  
**Next Steps**

### Next Steps

- 3.1 The Council will record discussions of the formal workshop events and also any discussions, which take place at key network meetings. These will be a public record. The issues raised at these events together with all of the formal written responses will then be logged and summarised. The Council will then consider the matters raised and its proposed response.
- 3.2 Those who have made comments or were engaged in a workshop will be sent the summaries and the Council's response. Where the issues raised require further meeting or input from stakeholders or groups these will be arranged to as appropriate.
- 3.3 The Council will then prepare its Preferred Options documentation for formal Consultation. This will draw on the Issues and Options Consultation and set out what is the preferred approach and why the council has not followed other possible options. A statement of Consultation will be produced setting out the consultation undertaken on Issues and Options stage and how the Council has used that input to inform the preferred options. The preferred option will also be subject to a Sustainability Appraisal to assess the likely environmental, social and economic impacts of the chosen options.

## Appendix 1

### Glossary

#### List of acronyms

AMR	Annual Monitoring Report
BCCAAP	Bradford City Centre Area Action Plan
BCR	Bradford Centre Regeneration
GOYH	Government Office for Yorkshire and the Humber
LDD	Local Development Document
LDF	Local Development Framework
LDS	Local Development Scheme
LPA	Local Planning Authority (District and Borough Councils)
LTP	Local Transport Plan
PPS	Planning Policy Statement
RPG	Regional Planning Guidance
RSS	Regional Spatial Strategy
SA	Sustainability Appraisal
SEA	Strategic Environmental Assessment
SCI	Statement of Community Involvement
The Act	Planning and Compulsory Purchase Act 2004



## Appendix 2 Consultees

### List of Specific Statutory Consultees

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- Government Office for Yorkshire and Humber (GOYH)
- Yorkshire and Humber Regional Assembly
- Yorkshire Forward (Regional Development Agency)
- Adjoining Local Planning Authorities:
  - Calderdale Metropolitan District Council
  - Craven District Council
  - Harrogate District Council
  - Kirklees Metropolitan District Council
  - Lancashire County Council
  - Leeds City Council
  - North Yorkshire County Council
  - Pendle Borough Council
- *Town and Parish Councils in Bradford District:*
  - Addingham Parish Council
  - Burley Parish Council
  - Clayton Parish Council
  - Cullingworth Parish Council
  - Denholme Town Council
  - Haworth, Cross Roads & Stanbury Parish Council
  - Ilkley Parish Council
  - Keighley Town Council
  - Menston Parish Council
  - Oxenhope Parish Council
  - Sandy Lane Parish Council
  - Silsden Town Council
  - Steeton with Eastburn Parish Council
  - Wilsden Parish Council
  - Wrose Parish Council
- *Town and Parish Councils in Neighbouring Authorities:*
  - Bradleys Both Parish Council
  - Cononley Parish Council
  - Cowling Parish Council
  - Denton Parish Council
  - Draughton Parish Council
  - Drighlington Parish Council
  - Farnhill Parish Council
  - Gildersome Parish Council
  - Glusburn Parish Council
  - Laneshaw Bridge Parish Council
  - Middleton Parish Council
  - Nesfield with Langbar Parish Council
  - Otley Town Council
  - Sutton-in-Craven Parish Council
  - Trawden Forest Parish Council
  - Wadsworth Parish Council
  - Weston Parish Council
- The Environment Agency
- The Countryside Agency
- The Highways Agency
- Historic Buildings and Monuments Commission for England (English Heritage)
- English Nature
- Network Rail
- Department of Transport
- Relevant Telecommunications Companies
- West Yorkshire Strategic Health Authority
- Relevant Electricity and Gas Companies
- Yorkshire Water

### List of General and Other Consultees

The following is a list of the general consultees who will be notified of the consultation. These are not exhaustive and will be added to.

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- Airedale NHS Trust Estates
  - Airedale Partnership
  - Airedale Primary Care Trust
  - Aire Valley Conservation Society
  - Asian Business Forum
  - Baildon Civic Society
  - Baildon Community Council
  - Baildon & District Residents Association
  - Bingley Civic Trust
  - Bingley CVS
  - Bingley Environmental Transport Association
  - Bingley Labour Party
  - Bolton Woods Community Association
  - Burley Community Council
  - Bradford Access Action
  - Bradford Business Link
  - Bradford Botany Group
  - Bradford Breakthrough Ltd
  - Bradford Chamber of Commerce & Industry
  - Bradford Civic Society
  - Bradford Community Health Trust
  - Bradford Community Housing Trust
  - Bradford Community Transport
  - Bradford Diocesan Office
  - Bradford & District Chamber of Trade
  - Bradford Health Authority
  - Bradford Hospitals NHS Trust
  - Bradford & Ilkley College
  - Bradford Motorcycle Action Group
  - Bradford Night Stop
  - Bradford & Northern Housing Association
  - Bradford Ornithological Group
  - Bradford Primary Care Trust
  - Bradford Centre Regeneration
  - Bradford Retail Action Group
  - Bradford Primary Care Trust
  - Bradford University
  - Bradford Urban Wildlife Group
  - Bradford Vision
  - Bridleways Association
  - British Waterways
  - City Centre Project
  - CPRE Bradford District
  - CPRE West Yorkshire
  - DEFRA
  - Dial Bradford
  - First Bradford
  - Friends of the Earth (Leeds)
  - Home Builders Federation
  - House Builders Federation (Yorkshire Region)
  - Housing Corporation (NE Region)
  - Learning & Skills Council
  - Leeds/Bradford International Airport Ltd
  - Manningham & Girdlington SRB
  - Mercury Communications
  - Mobility Planning Group
  - National Farmers Union
  - National Museum of Photography, Film & Television
  - Planning Inspectorate
  - Railtrack
  - Ramblers Association
  - Regen 2000
  - Royal Town Planning Institute
  - Royds Community Association
  - RSPB (North West Region)
  - Shipley College
  - South Pennines Association
  - Sport England (Yorkshire)
  - The British Horse Society
  - Transport 2000 (Yorkshire Division)
  - Trident
  - West Central Area District Federation Tenant & Residents
  - West Yorkshire Ecology
  - West Yorkshire Police
  - West Yorkshire Ramblers Association (Bradford Group)
  - Yorkshire Planning Aid
  - Yorkshire Riding Centre
  - Yorkshire Wildlife Trust
  - MP's Bradford, Shipley and Keighley Constituencies
  - Bradford Councillors (90 in total)

**List of Individuals, Groups and Organisations that the Council will Notify**  
(the Council maintains a list of those who have requested to be notified of consultation on the LDF documents this is constantly being updated)

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- Barton Wilmore Planning Partnership
- Bradford Community Housing Trust
- British Wind Energy Association
- Campaign For Real Ale
- CB Richard Ellis Ltd
- Countryside Properties (Northern) Ltd
- Dialogue Communicating Planning
- George Wimpey Northern Yorkshire Ltd
- Littman Robeson
- North Country Homes Group Ltd
- Plot of Gold Ltd
- The Theatres Trust
- Walton & Co

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