

BRADFORD DISTRICT LOCAL PLAN

Shipley and Canal Road Corridor Area Action Plan

Issues and Options Report Engagement Plan

FOREWORD

This document sets out how City of Bradford Metropolitan District Council (CBMDC) will seek to engage the public in considering the Shipley and Canal Road Corridor Area Action Plan (AAP) which will guide the transformation of the Shipley and Canal Road Corridor area up to 2028. It sets out the aims and principles that will underpin the public consultation on the Shipley and Canal Road Corridor AAP and will be referred to as the Engagement Plan.

The Shipley and Canal Road Corridor AAP will form part of the Development Plan for Bradford. The Shipley and Canal Road Corridor is a priority regeneration area in the Bradford District and has been identified as one of four Urban Eco Settlement locations within the Leeds City Region.

The AAP will guide the transformation of the Shipley and Canal Road Corridor up to 2028. It will identify the location of new development and help make decisions on planning applications. It will also influence decisions about transport, infrastructure, community facilities and economic development.

The Shipley and Canal Road Corridor AAP will be developed in collaboration with neighbourhoods, local organisations and businesses. It will identify the location of new development and help make decisions on planning applications.

The AAP will support the Council's emerging plans and regeneration ambitions for the corridor. At a strategic level the emerging Core Strategy sets out broad proposals and targets for future development in the Shipley Canal Road Corridor up to 2028. At a site level there are regeneration areas in the Corridor, which are developing detailed development proposals, such as the Canal Road Urban Village Joint Venture Company site.

One of the key aims of the Planning system is to strengthen community involvement in the planning of the places in which people live and work. Importance is placed on community involvement throughout the preparation of the Development Plan Documents, in particular at the early stages. Local Planning Authorities are required to prepare a Statement of Community Involvement (SCI) which sets out how the Council intends to engage with the community when preparing its Development Plan and also how it engages with the community in dealing with planning applications. Bradford Council is committed to ensuring that everyone has an equal opportunity to play an active and positive role in considering the planning issues, which affect them and the District. The SCI for Bradford was adopted by Full Council on 8th July 2008.

This public consultation on the Issues and Options forms the first consultation stage in developing the Shipley and Canal Road Corridor AAP. It provides an opportunity for the community to consider the big issues facing the area, help shape the long-term vision and

ultimately the strategic polices and proposals to deliver the vision.

This Engagement Plan has been developed based upon:

Town and Country Planning (Local Planning) (England) Regulations 2012

National Planning Policy Framework (NPPF March 2012)

• Planning Advisory Service (PAS) – Plan Making Manual

CBMDC Statement of Community Involvement (SCI) (2008)

• CBMDC Local Development Scheme (LDS) (2007)

This Engagement Plan is separated into three parts:

• Part One sets out the aims and principles that will underpin the public consultation on the

Shipley and Canal Road Corridor AAP Issues and Options report.

Part Two forms a consultation and participation plan which sets out how the Council will

meet the aims and principles in Part 1 and comply with the adopted Statement of Community

Involvement (SCI).

Part Three sets out how the consultation and engagement will be recorded and how any

comments received will be taken into consideration during the next stage of developing the

Shipley and Canal Road Corridor AAP.

Further information:

A 'Glossary of Terms' is available in Appendix 1 of this report.

For more information about the Development Plan for Bradford, please visit our website at

www.bradford.gov.uk/LDF

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PART ONE: AIMS AND PRINCIPLES

BACKGROUND

- 1.1 The current Replacement Unitary Development Plan (RUDP) for Bradford was formally adopted on 15th October 2005. A number of policies within this plan were saved under a Secretary of State Direction and Schedule of Saved Policies on 30th September 2008.
- 1.2 The Government introduced proposals for planning reform to speed up the planning system through the Planning and Compulsory Purchase Act 2004. This changed the current pattern of development plans. The old system consisted of a single Unitary Development Plan (UDP) covering the whole District; however under the new planning system this is now being replaced by a development plan that is made up of a series of separate documents constituting the Local Development Framework. Following the Town and Country Planning (Local Planning) (England) Regulations coming into force on 6th April 2012 the Council will produce the Bradford District Local Plan, formally know as the Local Development Framework.

Local Development Documents (LDD)

1.3 Documents that make up the Local Plan are called Local Development Documents; these have to have regard and conform to the policies and guidance put forward by Government in National Planning Policy Framework (NPPF) and with policies in the Regional Spatial Strategy (RSS). There are two compulsory types of Local Development Documents; these include Development Plan Documents (DPD's) and the Statement of Community Involvement (SCI).

Development Plan Documents (DPD)

1.4 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. They include the following:

DEVELOPMENT	DOCUMENT DESCRIPTION
PLAN	
DOCUMENT (DPD)	
Core Strategy DPD	This document 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.
Waste	This document sets out the spatial strategy and policies
Management DPD	for dealing with waste streams within the district. It will
	also identify waste management sites for dealing with
	different stream of waste.
Allocations DPD	This document identifies sites for development including
	housing, Jobs as well as green space.
Area Action Plans	These documents set out a local plan that is targeted at a
DPD	specific area of change or conservation. Shipley and
	Canal Road Corridor AAP is a Development Plan
	Document.
Proposals Map	This document will show the proposals for the District on
DPD	an OS Map base, and will be updated as individual
	documents are adopted.

- 1.5 Two Area Actions Plans are currently being prepared by the Council. These are the Shipley and Canal Road Corridor AAP and the Bradford City Centre AAP. The purpose of the AAPs is to provide a development plan to show how the Core Strategy will be delivered.
- 1.6 The AAPs will set out detailed land uses and direct future development and investment. They will allocate land for development, make proposals for supporting infrastructure and define the steps to be taken to ensure delivery.

The Issues and Options Report

1.7 The process and stages in producing Development Plan Documents such as AAPs are laid down by the Government. They are designed to ensure that by the time the plan is finalised it has been tested through extensive consultation and involvement of the public and wider stakeholders and all reasonable options have been considered.

1.8 The Issues & Options Report is the first stage in the process of consulting on the content the AAP. The Shipley and Canal Road Corridor AAP will go through the following stages as part of its preparation:

Time Period	Stage	
2010-2012	Evidence Gathering	Community/ Stakeholder
January 2013	Identifying Issues and Options.	Engagement and
Mid 2013	Preferred Approach	- Sustainability Appraisal
Early 2014	Submission Document	
Early 2015	Inspectors Report/Adoption	

- 1.9 The Local Plan will be examined by an independent inspector whose role is to assess whether the plan has been prepared in accordance with the Duty to Cooperate, legal and procedural requirements, and whether it is sound. A local planning authority should submit a plan for examination which it considers is "sound" namely that it is:
 - **Positively prepared** the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;
 - **Justified** the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;
 - Effective the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and
 - Consistent with national policy the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.
- 1.10 The Statement of Community Involvement sets out how the Council intends to engage the community in producing Local Development Documents that make up the Bradford District Local Plan, 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.

- 1.11 Bradford's SCI was adopted on 8th July 2008. All other Local Development Document's will have to comply with the requirements for community involvement as set out within the adopted SCI.
- 1.12 This Engagement Plan will set out how the Shipley and Canal Road Corridor AAP Issues and Options consultation will be in accordance with the adopted SCI through an identification of who will be consulted, by what means and when this will happen. Following this consultation, a Statement of Consultation will record exactly what took place and the outcomes of all the meetings, events and comments.

What is the Shipley and Canal Road Corridor Area Action Plan?

- 1.13 The main purpose of the AAP is to:
 - inform communities, businesses and other organisations about the scope and preparation process of the AAP;
 - develop the vision and key objectives for the area;
 - identify the key issues and options for delivering development;
 - and to prompt interested parties to put forward sites / proposals for consideration.

The AAP will support the Council's emerging plans and regeneration ambitions for the corridor. At a strategic level the emerging Core Strategy sets out broad proposals and targets for future development in the Shipley and Canal Road Corridor up to 2028. At a site level there are regeneration areas in the Corridor, which are developing detailed development proposals, such as the Canal Road Urban Village Joint Venture Company site (Centre Section sites).

Aims

- 1.14 This Engagement Plan has been drawn up to ensure that the Shipley and Canal Road Corridor AAP is in compliance with the Council's adopted SCI and associated statutory planning regulations and that as many different stakeholders and the wider community, as appropriate, are engaged in the process. This should ensure that as far as practicable the AAP:
 - Reflects the needs of the District, its communities and stakeholders:
 - Is technically robust and based on sound information and evidence;
 - Enjoys broad consensus.

Objectives

- 1.15 This Engagement Plan will:
 - Identify the stakeholders that should inform the preparation of the AAP;
 - Set out how these stakeholders and the local community will be able to inform the preparation of the AAP;
 - Establish when there will be opportunities for stakeholders and communities to inform the preparation of the AAP;
 - Set out how comments received will be recorded and taken into consideration as the Council works towards producing a draft plan at the Submission stage.

Principles

1.16 The National Planning Policy Framework stresses the importance of public consultation in the production of the Local Plan. The NPPF states:

"Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made." – Paragraph 155

Strategic Environmental Assessment (SEA)

1.17 In accordance with Section 19 (5) of the Planning and Compulsory Purchase
Act 2004 the Sustainability Appraisal (SA) of the Development Plan Document
will incorporate the requirements of the European Direction on Strategic
Environmental Assessment (SEA) with regards to community consultation.

Equality Impact Assessment (EIA)

- 1.18 The Shipley and Canal Road Corridor AAP will be subject to an EIA which, is a process designed to ensure that a policy, project or scheme does not discriminate against any disadvantaged or vulnerable people within society. The protected characteristics groups include:
 - Age
 - Disability
 - Gender Reassignment
 - Race

- · Religion / Belief
- · Pregnancy and maternity
- Sexual Orientation
- Sex
- 1.19 The Initial Equality Impact Assessment is a background document which is to be published as part of this consultation for comment.
- 1.20 Consideration of equality issues will be given during the entire consultation exercise to ensure that a representative view of the Shipley and Canal Road Corridor AAP is sought.

PART TWO: PARTICIPATION AND ENGAGMENT PLAN

- 2.1 This Engagement Plan sets out how the general public and key stakeholders, organisations and groups will be consulted as part of the Issues and Options Draft consultation.
- 2.2 The consultation will last for a period of 6 weeks to allow all stakeholders and members of the public to fully assess all the consultation material.

Consultees and key mechanisms for consultation

2.3 A range of stakeholders will be consulted during this period of consultation. Appendix 2 provides a list of the Statutory Consultees, including statutory bodies and key stakeholders. A list of other general consultees such as groups and organisations along with those who have requested to be notified of consultation on aspects of the Local Plan is kept up-to-date by the Development Plan Section. All requests regarding this list, including being added or removed should be directed to:

ldf.consultation@bradford.gov.uk

2.4 In order to comply with the adopted Statement of Community Involvement (SCI) a range of consultation mechanisms have been proposed to meet the principles and objectives set out in Part 1.

TABLE 1: MECHANISMS FOR PUBLIC CONSULTATION - sets out the key mechanisms which will be used during the consultation stage and who the target audience would be.

Objective of this	Mechanisms for	Key Target Communities
To allow key stakeholders and	Engagement Council's Development Plan Website	 Statutory consultees Individuals and organisations General public
	Media (press and radio)	Individuals and organisations General public
the local community to engage with the Council to shape	Consultees	Statutory consultees Targeted bodies and organisations
and influence the future of the Shipley and Canal Road Corridor in the	Notification requests	 Individuals and organisations on notification request database
Bradford District	Drop-in Sessions	Local residents and

until 2028		businesses within neighbourhoods of the Shipley and Canal Road Corridor
	Newsletter: Plan-It Bradford	 Individuals and organisations on the Local Plan newsletter database

HOW DIFFERENT GROUPS WILL BE ENGAGED

2.5 Table 2 (below) outlines how individuals and groups will have the opportunity to inform the Shipley and Canal Road Corridor AAP: Issues and Options throughout this consultation period and the means by which they can do this.

Type of Stakeholder	How they are most likely to inform the Waste Management DPD	Though what means
Individual	Sharing and accessing information	 Attending 'drop-in' sessions
members of the public	Responding to the consultation	 Commenting on proposals at Consultation events. Written representations
	Sharing and accessing information	Attending 'drop-in' sessions
Key stakeholders	Responding to consultation	 Commenting on proposals at consultation events. Written representations.
Locally based networks and forums	Responding to consultation	 Commenting on proposals at Consultation events.
Members	Sharing and accessing information	 Member briefing sessions. Attending 'drop-in' session Written representations.
	Responding to consultation	Written representations.

Information provision during the process

2.6 The documents and supporting material which will be subject of the consultation are listed below:-

- Shipley & Canal Road Corridor AAP- Issues and Options Report
- Shipley & Canal Road Corridor AAP Baseline Analysis Report
- Shipley & Canal Road Corridor Supporting Statement
- Sustainability Appraisal Scoping Report
- Initial Sustainability Appraisal
- Equalities Impact Assessment Scoping Exercise

Availability of consultation documentation

2.7 The consultation documentation will be made available at the statutory deposit locations across the district, as listed in Table 3 below:

TABLE 3: DEPOSIT	LOCATIONS		
TABLE OF BET CON	Jacobs Well, Manchester Road, Bradford BD1 5RW		
	Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm		
	Shipley Town Hall, Kirkgate, Shipley, BD18 3EJ		
COUNCIL	Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm		
PLANNING	Keighley One Stop Shop, Town Hall, Bow Street, Keighley,		
OFFICES	BD21 3SX		
	Mon-Thurs 8.30am to 5pm, Fri 9am to 4.30pm		
	Ilkley Town Hall, Station Road, Ilkley, LS29 8HA		
	Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm		
	Bradford Central Library, Princes Way, Bradford, BD1 1NN Mon-Fri 9am to 7.30pm, Sat 9am to 5pm Shipley Library, 2 Wellcroft, Shipley, BD18 2QH		
	Mon-Fri 9am to 7pm, Sat 9am to 5pm		
MAIN COUNCIL	Keighley Library, North Street, Keighley, BD21 3SX		
LIBRARIES	Mon-Fri 9am to 7pm, Sat 9am to 5pm		
	Ilkley Library, Station Road, Ilkley, LS29 8AH		
	Mon-Fri 9am to 7pm, Sat 9am to 5pm		
	Bingley Library, Myrtle Walk, Bingley, BD16 1AW		
	Mon-Fri 9am to 7pm, Sat 9am to 5pm		

- 2.8 The consultation documents will be available to view and download on the Council's website at: www.bradford.gov.uk/LDF.
- 2.9 Hard copies of the documents will also be made available on request by contacting the Development Plans Section using the contact details at the front of this report.

Internal Consultation – Member Briefings

- 2.10 All 90 Members of the Council, Members of Parliament (MPs) and Members of the European Parliament (MEPs) will be sent the Issues and Options consultation documentation. Briefing sessions will again be offered with officers to introduce the Shipley and Canal Road Corridor DPD Issues and Options and explain how this sits within the wider Local Plan context.
- 2.11 The Issues and Options Report will be taken to the Executive Committee on 15th January 2013 for approval for public consultation and referred, as part of the consultation, to the Regeneration and Economy Overview and Scrutiny Committee for comment.

Internal Consultation – Other Council Departments

2.12 As part of the wider consultation on the Local Plan, internal departments within the Council will be invited to make comments on the Shipley and Canal Road Corridor documents. In addition, targeted contact will be made with key departments or officers through workshops, meetings, e-mail and telephone conversations to discuss elements of the Shipley and Canal Road Corridor DPD.

TABLE 4 – INTERNAL DEPARTMENTS TO BE CONSULTED (below)

STRATEGIC SERVICES	DEPARTMENTS
Corporate	Chief Executive
Corporate	City Solicitor
Adult and Community	Assessment and Care Management
Services	Community Care Services
Jei vices	Commissioning, Performance and Business Support
	Learning Services
Children's Services	Localities
Cililaten s Services	Social Care
	Transformation Services
	Environmental Health
Environment and Sport	Neighbourhood Services
Environment and Sport	Sport and Leisure Services
	Waste and Collection Services
	Commissioning and Procurement
Business Support	Human Resources
Busiliess Support	Strategic Support
	Partnerships
	Culture and Tourism
	Economic Development and Property
Regeneration & Culture	Commercial and Sport Services
	Housing, Employment and Skills
	Planning, Transportation & Highways
	Council Structure as of July 2011

Internal Consultation - Neighbourhood Support Services

2.13 The Development Pan Section will work closely with the Neighbourhood Support Services to raise awareness of the consultation, consultation sessions and signpost members of the public to information sources for further information.

Parish Councils

2.14 Each of the 17 Parish Councils within the District (listed in Appendix 1), will be sent the consultation documentation for comment

'Drop-in' Sessions

2.15 A number of 'drop-in' sessions will be held within the Shipley and Canal Road Corridor and wider communities, which will target local residents, businesses and other interested parties. These will be run at various times during the day and early evening to ensure sufficient flexibility to accommodate the needs of local residents. Drop in sessions will be run in Shipley and Bradford.

Press and Media Coverage

- 2.16 The Council will produce press releases and provide briefings at the launch of the Issues and Options consultation for all locally circulating newspapers. These include:
 - Telegraph and Argus
 - Keighley News
 - Ilkley & Wharfedale Gazette
 - Craven Herald & Pioneer

Community Pride

2.17 Community Pride is a Council produced community newsletter that is distributed to every household within the Bradford District. This provides an opportunity for the Development Plan Section to publicise the Issues and Options consultation within the wider community. Publication within this newsletter is highly dependant upon preparation and printing timetables. Every effort will be made to attempt to capitalise on this communication method.

Local Plan Newsletter - Plan-it Bradford

2.18 The Development Plan Section produces a quarterly electronic newsletter to provide an update on the progress with the Local Plan and to provide notification of any forthcoming consultations. It is distributed via E-mail to contacts who have requested to be sent the newsletter and is also available to download on the Council's website. Details of the further consultation on the Shipley And Canal Road Corridor AAP Issues and Options Report will be provided within this newsletter as an additional mechanism for informing stakeholders and the public.

Social Media: CBMDC - Twitter Page

2.19 Bradford Council has an official Twitter page (@bradford) to promote the services and activities of the authority. The page is updated on a daily basis to alert members of the public (followers) of current local information. The Development Plans Section will

consider the use of this social media method to promote the Issues and Options consultation and any events to Bradford Council followers.

Planning Aid England

- 2.20 Planning Aid England (formally Yorkshire Planning Aid) is part of the Royal Town Planning Institute (RTPI), a Registered Charity. It provides free, independent and professional planning advice service to individuals and groups who cannot afford professional fees through a dedicated telephone service. They offer two main services; a single national Planning Advice Line (0330 123 9244); and a neighbourhood planning service which provided support in engaging with people and communities which are disadvantaged and marginalised in gaining knowledge about the planning system and how they can get involved. Local services operate through a Community Outreach Coordinator and a network of professionally qualified volunteers.
- 2.21 In 2010 the Government announced that national funding for Planning Aid was to be cut and that organisations and charities would have to bid for a share of the community planning budget from 2011. As of June 2011, Planning Aid has successfully received Government funding, albeit significantly reduced; therefore their services will exist in a different form.
- 2.22 Bradford Council will continue to liaise and work with Planning Aid England throughout the preparation of the Shipley and Canal Road Corridor DPD. In addition, the Council will publicise Planning Aid England's services at its public access points, on the corporate website and will work in partnership with the organisation to increase local community involvement in the preparation of the Area Action Plan.

3.0 PART THREE: **NEXT STEPS**

Record and Publication of Consultation Responses

3.1 The Council will record any discussions which take place at key partnership and network meetings. These will be a public record. All written representations made during this consultation will be formally recorded in a Summary of Written Representations document. The Council will then consider the matters raised and its proposed response. Those who have made comments or were engaged in a 'drop in' sessions will have their comments summarised within the Summary of Representation; this will be available on the Council's website for viewing and

downloading. Where the issues raised require further discussions or input from stakeholders or groups, these will be arranged as and when appropriate.

Next Stage: Shipley and Canal Road Corridor AAP - Preferred Approach

3.2 Following the Issues and Options consultation, the Council, will take into consideration all the comments and written representations before preparing the Preferred Approach Report for further consultation.

APPENDIX 1: GLOSSARY OF TERMS

List of Acronyms:

AAP Area Action Plan

AMR Annual Monitoring Report BDLP Bradford District Local Plan DPD **Development Plan Document**

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

PAS Planning Advisory Service PPG Planning Policy Guidance **PPS Planning Policy Statement RPG** Regional Planning Guidance **RSS** Regional Spatial Strategy SA Sustainability Appraisal

SCI Statement of Community Involvement SCS Sustainable Community Strategy SEA Strategic Environmental Assessment

SPD Supplementary Planning Document

The Act Planning and Compulsory Purchase Act 2004

APPENDIX 2: LIST OF STATUTORY CONSULTEES & KEY **STAKEHOLDERS**

STATUTORIES

1.1 Below is a list of the statutory consultees and other key stakeholders who will be contacted throughout the preparation of the Local Plan, including the AAP:

1.1.1 Specific Consultation Bodies & Infrastructure organisations:

- **British Telecom**
- **English Heritage**
- **Environment Agency**
- Highways Agency, Yorkshire & Humber
- Natural England
- Natural England West Yorkshire Team
- Network Rail
- **Telewest Communications**
- Transco (North of England)
- Yorkshire Electricity
- Yorkshire Water Services Ltd
- 90 Local Councillors
- 5 MPs & MEPs

1.1.2 **Adjoining Local Authorities:**

- Calderdale Metropolitan Borough Council
- Craven District Council
- Harrogate District Council
- Kirklees Metropolitan Council
- Lancashire County Council
- Leeds City Council
- North Yorkshire County Council
- Pendle Borough Council
- Wakefield District Council

1.1.3 **Town and Parish Councils in Bradford**

- Addingham Parish Council
- Baildon Parish Council
- **Burley Parish Council**
- Clayton Parish Council
- Cullingworth Parish Council
- Denholme Town Council
- Harden Parish 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

1.1.4 **Town and Parish Councils in Adjoining 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

1.1.5 Other Key Stakeholders

- Local Communities of interest
- Landowners and Developers (including the Canal Road Urban Village Ltd Joint Venture Partnership)
- Other Interested Parties who have requested to be informed on the progress of documents that comprise the Local Plan.