

## **Draft Bradford Council Statement of Community Involvement (Consultation Publication) - Engagement Plan**

This Engagement Plan outlines out how the general public, key stakeholders, local organisations and groups will be notified of the issuing of the Draft Statement of Community Involvement (2025-30), plus supporting documents to facilitate representations and engagement.

### **Consultation and Supporting Documents**

This consultation will be undertaken from **Monday 8<sup>th</sup> September to Monday 20<sup>th</sup> October (closing at 5pm)**.

Table 1 below sets out the key consultation document and supporting materials.

**Table 1: Consultation and Supporting Documents**

<b>Type of Document</b>	<b>Document to be published as part of the consultation</b>
Consultation Document	Draft Bradford Council Statement of Community Involvement 2025-2030 (Consultation Publication). Desktop Published Version and Plain Text Version (Alternative Formats available in request)
Supporting Material	Equalities Impact Assessment (EqIA) (Working Copy)
Supporting Material	Engagement Plan
Supporting Material	Regulatory Notice
Forms	Standard Comments Form

### **Availability of Publication Documents**

This consultation will take the form of online representations and engagement, information dissemination through key media channels and deposit point locations and a series of focused engagement with underrepresented groups and communities.

Table 2 below sets out the availability of publication material.

**Table 2: Publication Material**

<b>Source / Format</b>	<b>Details</b>
Council Website	Consultation information and documentations will be available on or through links to the Council's general consultation webpage and specific SCI webpage.

<p>Consultation Portal</p>	<p>The Council’s dedicated planning policy consultation portal <a href="https://bradford.oc2.uk/">https://bradford.oc2.uk/</a> will be one of the primary avenues for access to publication material.</p>
<p>Deposit Locations</p>	<p>Hard copy information including consultation material will be available during opening hours at the following deposit locations:</p> <p><b>Council’s Principal Office:</b></p> <p>Britannia House, Hall Ings, Bradford BD1 1HX  Mon-Thurs 9am to 5pm, Fri 9am to 4.30pm  Telephone: (01274) 434605 (planning service number) / 01274 433679 (planning policy number)  Email: <a href="mailto:planning.policy@bradford.gov.uk">planning.policy@bradford.gov.uk</a></p> <p><b>Other Council Offices:</b></p> <p><b>Shipley Town Hall</b>, Kirkgate, Shipley, BD18 3EJ  Mon-Thurs 8.30am to 5pm, Fri 8.30am to 4.30pm  Telephone: (01274) 437146.</p> <p><b>Keighley Town Hall</b>, Bow Street, Keighley, BD21 3PA  Mon-Thurs 8.30am to 5pm, Fri 9am to 4.30pm  Telephone: (01535) 618252</p> <p><b>Ilkley Town Hall</b>, Station Rd, Ilkley LS29 8HB  Currently closed for refurbishment – see <b>Ilkley library</b>.</p> <p><b>Main Council Libraries:</b></p> <p><b>Bradford Local Studies Library</b>, Margaret McMillan Tower (side entrance), Princes Way, Bradford, BD1 1NN  Mon-Tues 9am to 1pm (closed for lunch 1pm to 2pm), 2pm to 5pm, Wed 9am to 1pm (closed for lunch 1pm to 2pm), 2pm-5pm, Thurs 9am to 1pm (closed for lunch 1pm to 2pm), 2pm to 5pm, closed Friday, Sat open alternate Saturdays – <a href="#">see website</a>  Telephone: 01274 433688  Email: <a href="mailto:local.studies@bradford.gov.uk">local.studies@bradford.gov.uk</a></p> <p><b>City Library</b>, Centenary Square, Bradford, BD1 1SD</p>

	<p>Mon 9am to 5pm, Tues-Thurs 9am to 7pm, Fri -Sat 10am to 5pm  Telephone: (01274) 433600  Email: city.library@bradford.gov.uk</p> <p><b>Shipley Library</b>, 2 Wellcroft, Shipley, BD18 2QH  Mon 9am to 12 noon, Tues-Wed 9am to 7pm, Thurs-Fri 9am to 5pm, Sat 9am to 4pm  Telephone: (01274) 437150  E: shipley.library@bradford.gov.uk</p> <p><b>Bingley Library</b>, Myrtle Walk, Bingley, BD16 1AW  Mon 9am to 5pm, Tues 9am to 7pm, Wed 9am to 5pm, Thurs 9am to 7pm, Fri 9am to 12 noon, Sat 9am to 4pm  Telephone: (01274) 438780  Email: bingley.library@bradford.gov.uk</p> <p><b>Keighley Library</b>, North Street, Keighley, BD21 3SX  Mon 9am to 7pm, Tues 9am to 5pm, Wed 9am to 7pm, Thurs 9am to 5pm, Fri 9am to 12 noon, Sat 9am to 4pm  Telephone: (01535) 618212  Email: keighley.library@bradford.gov.uk</p> <p><b>Ilkley Library</b>, Station Road, Ilkley, LS29 8AH  Mon 9am to 7pm, Tues 9am to 5pm, Wed 9am to 2pm (temporary), Thurs 9am to 7pm, Fri 9am to 2pm (temporary) and Sat 9am to 4pm  Telephone: (01943) 436225  Email: ilkley.library@bradford.gov.uk</p>
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### **Mechanisms for Engagement**

Table 3 below sets out a programme of engagement activities for this specific consultation.

**Table 3: Engagement Strategy**

<b>Engagement Activity</b>	<b>Objectives</b>	<b>Enabling Activities</b>
<b>Website, Online Portals and Channels</b>		
<b>Council website</b>	Ensure core information about the consultation and relevant information is	Update relevant web pages.

	available on the Council's consultation and SCI specific web pages.	
<b>Online consultation portal</b>	Ensure core information about the consultation and relevant information is available on the Council's JDI Consult portal with instructions on submitting comments.	Launch new consultation through online portal.
<b>Online meetings</b>	Provide further information about the consultation and answer emerging questions and queries.	Arrange and publicise MS Teams online meetings x 2.
<b>Digital Bulletins and Newsletters</b>		
<b>Digital bulletin</b>	Ensure core information about the consultation and relevant information is available through the Stay Connected subscription system, including subscription newsletters.	Provide information note.  Issue material to subscribers through subscription newsletters.
<b>Social and Other Media</b>		
<b>Social media</b>	Ensure condensed set of information is available through the Council's main social media channels.	Issue material through WhatsApp messenger and Facebook.
<b>Press release</b>	Local press coverage which accurately reports the nature of the consultation, intention and desired outcome with links to how to respond to the consultation and by what date.	Issue press release to media.  Manage follow-up enquires.

<b>Mail</b>		
<b>E-mail</b>	Ensure consultation and statutory bodies have access to consultation information and response details.	Email consultation bodies e-letter.
<b>Physical Material</b>		
<b>Deposit Points</b>	Ensure hard copies of consultation material is available for local residents to view in the Council's main customer buildings and libraries as set out in Table 2.	Information to include: - Covering summary note - Regulation notice - Plain text version of the consultation document. - Desktop published version of the consultation document. - Equalities Impact Statement (EqIA) - Engagement Plan - Standard Comments Forms
<b>In Person Events</b>		
<b>Neighbourhood / Area Meetings</b>	Provide further information about the consultation and answer emerging questions and queries.  Widen range of community involvement / interest.	Respond to neighbourhood area / ward team feedback on local events and meetings which would be useful to engage in through the consultation period.
<b>Sector Engagement</b>	Young people, senior citizens, disability and other groups.	Arrange material and information for sector engagement sessions.

### **Record and Publication of Consultation Comments**

Following the consultation period all comments will be reviewed, and a consultation statement will be produced with a table setting out changes suggested, comments by the Council and a recommended set of changes to the consultation document.

### **Publication of Revised SCI**

Changes will be made to a track changed version of the SCI document and this together with the consultation statement and an updated non-track changed version of the SCI

will be presented to Cabinet for a recommendation to adopt subject to minor text and/or graphic changes.

Following Cabinet approval an adoption notice will be issued on the Council’s website and through the deposit locations together with a set of the key documents for a period of three months during which time parties are entitled to consider a legal challenge through the High Court to the publication.

### **List of Consultees**

The consultees for this consultation include:

- **Specific consultation bodies** — groups with expertise in particular subject;
- **General consultation bodies** — groups that represent the interests’ of certain groups (i.e. age groups); recognised voluntary groups; and bodies that represent business in the District;
- **Other consultation bodies** — those who have an interest in planning; local representative bodies and local communities who have actively engaged in the preparation of the Local Plan and other planning documents.

### Specific Consultees

The bodies identified below must be consulted under the Town and Country Planning (Local Development) (England) Regulations 2012<sup>1</sup>. The following agencies/bodies will be consulted as a matter of course on all Local Plan and Neighbourhood Plan Documents, and, where relevant Supplementary Planning and other planning documents.

the Coal Authority
the Environment Agency
the Homes and Communities Agency (now called Homes England)
the Historic Buildings and Monuments Commission for England (previously known as English Heritage and now Historic England)
The Marine Management Organisation*
Natural England
a neighbourhood forum any part of whose area is in, or adjoins, the local planning authority’s area.
Network Rail Infrastructure Limited (company number 2904587)

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<sup>1</sup> Town & Country Planning (Local Planning) (England) Regulations (2012), Part 1 (2) as amended ,

a strategic highways company (for the time being appointed under Part 1 of the Infrastructure Act 2015) any part of whose area is in or adjoins the area of the local planning authority (known as National Highways)
where the Secretary of State is the highway authority for any highway in the area of the local planning authority, the Secretary of State for Transport
an integrated care board established under Chapter A3 of Part 2 of the National Health Service Act 2006 (known as NHS West Yorkshire Integrated Care Board)
NHS England
a person to whom a licence has been granted under section 6(1)(b) or (c) of the Electricity Act 1989
a person to whom a licence has been granted under section 7(2) of the Gas Act 1989
a sewerage undertaker
a water undertaker
A relevant authority any part of whose area is in or adjoins the Local Planning Authorities area, including:
*the district is not close to the coast and does not propose to consult with this body.

### General Consultation Bodies

Combined Authority
Town and Parish Councils in the Bradford District (21):
Town and Parish Councils in Adjoining Local Authorities:
Local Policing Body
Voluntary bodies some or all of whose activities benefit any part of the District
Bodies which represent the interests of different racial, ethnic or national groups in the local planning authority's area,
Bodies which represent the interests of different religious groups in the local planning authority's area,
Bodies which represent the interests of disabled persons in the local planning authority's area,

Bodies which represent the interests of persons carrying on business in the local planning authority's area

#### Other Consultation Bodies

The Council maintains a database which includes local individuals, organisations, agents, landowners and businesses that have indicated they wish to be actively engaged in plan-making in Bradford. This is an amalgamated database of Stay Connected and Planning Policy contacts.

Everyone on the database will be notified of any public consultation on local plans.

Anyone can request to be added or removed from the database. Individuals and groups who respond to a consultation on local plan are automatically added to the database unless they expressly opt out.

#### Statutory consultees on Applications for Planning Permission

Canal and River Trust
Coal Authority
Control of major-accident hazards competent authority (COMAH)
County Planning Authorities
Crown Estates Commissioners
Department for Business, Energy and Industrial Strategy
Designated Neighbourhood Forum
Environment Agency
Forestry Commission
The Gardens Trust
Greater London Authority

Health and Safety Executive
Highways Authority (including Highways England) now National Highways
Historic England
Lead local flood authority
Local Planning Authorities
National Parks Authorities
Natural England
Office for Nuclear Regulation
Oil and Gas Authority
Parish Councils
Rail Infrastructure Managers
Rail Network Operators
Sport England
Theatres Trust
Toll Road Concessionaries
Water and sewage undertakers

#### Duty to co-operate Consultation Bodies

Neighbouring authorities:

- Calderdale Council
- Craven District Council
- Harrogate District Council

- Kirklees Council
- Lancashire County Council
- Leeds City Council
- North Yorkshire Council
- Pendle District Council
- Yorkshire Dales National Park Authority

The relevant prescribed bodies for Bradford prescribed for the purposes of section 33A(1)(c) of the Planning and Compulsory Purchase Act 2004, as amended, are—

- the Environment Agency;
- the Historic Buildings and Monuments Commission for England (known as English Heritage and now Historic England);
- Natural England;
- the Civil Aviation Authority;
- the Homes and Communities Agency (now called Homes England)
- each integrated care board established under Chapter A3 of Part 2 of the National Health Service Act 2006;
- NHS England;
- the Office of Rail and Road;
- each Integrated Transport Authority
- each highway authority within the meaning of section 1 of the Highways Act 1980 (including the Secretary of State, where the Secretary of State is the highways authority);
- The bodies prescribed for the purposes of section 33A(9) of the Act are—
  - (a) each local enterprise partnership; and
  - (b) each local nature partnership.
- In this regulation—
  - “local enterprise partnership” means a body, designated by the Secretary of State, which is established for the purpose of creating or improving the conditions for economic growth in an area; and
  - “local nature partnership” means a body, designated by the Secretary of State, which is established for the purpose of protecting and improving the natural environment in an area and the benefits derived from it.

Additional duty to cooperate partners:

- West Yorkshire Combined Authority (WYCA)