

**Wyre Forest District Local Development Framework
Consultation Plan for Joint Consultation on Core Strategy Preferred
Options; Site Allocations and Policies Issues and Options; and
Kidderminster Central Area Action Plan Issues and Options**

1. Background

- 1.1 It is a cornerstone of the Local Development Framework (LDF) planning system that communities and stakeholders should be able to influence the matters addressed in planning policy and have their views considered explicitly in the production of the Local Development Documents (LDDs) which make up the LDF. Between January 15th and February 26th 2009 the District Council will undertake a consultation on the Preferred Options for the Core Strategy Development Plan Document (DPD), and the Issues and Options for both the Site Allocations and Policies DPD and the Kidderminster Central Area Action Plan DPD.

2. Adopted Statement of Community Involvement Requirements

- 2.1 The District Council adopted its Statement of Community Involvement (SCI) in April 2006. It sets out the Council's policy for involving the community in the planning process through the preparation and revision of the Local Development Framework portfolio of documents. The SCI sets out how the Council intends to involve all sections of the community and provides guidelines and minimum standards to involve the community, interest groups and stakeholders in the production of Local Development Documents.

- 2.2 Paragraph 5.4 of the SCI states:

“The preparation of DPDs will be front loaded through facilitating early involvement and informal consultation in order to obtain the views of the stakeholders and the community. This will ensure that the community will have a real input into the evolution of DPDs.”

- 2.3 The Town and Country Planning (Local Development) Regulations 2004, and the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 set out a list of specific statutory consultation bodies to be consulted. The comprehensive list of specific and general consultees is attached at Appendix 1. It should be noted that this represents a fluid list and is continuously subject to changing circumstances.

3. Targeting Consultation and Appropriate Methods

- 3.1 The following methods of consultation are identified in the SCI for consultation on the Preferred Options Paper and Issues and Options Papers under revised Regulation 25:

Proposed Consultees (as identified in Appendix 1)	Methods of Consultation
<ul style="list-style-type: none"> • Specific Consultation Bodies • Government Departments • General Consultation Bodies • Local Strategic Partnersip Members • Other Consultees • Hard to Reach Groups • General Public 	<ul style="list-style-type: none"> • Press Releases • Notification letters/e-mails • Publication on website • Deposit venues • Summary leaflets • Exhibitions

4.1 Involving Harder-to-reach Groups

- 4.1 Hard to reach groups are identified under Category E4. The District Council recognises that these groups in particular may have different levels of access to information and therefore may find it harder to get involved in the decision making process.

5. Exhibition Specifics

- 5.1 Paragraph 8.2 of the Adopted SCI states:

“Public exhibitions will continue to play a key role in involving local communities. The District Council will organise exhibitions in the three main towns and in the local villages (where appropriate) at the early stakeholder involvement and publication of preferred options stages of the Core Strategy, Development Control Policies and Site Allocations and Policies DPDs.”

- 5.2 During the 6 week public consultation phase on the Core Strategy Preferred Options Paper and the Site Allocations and Policies and Kidderminster Central Area Action Plan Issues and Options Papers a number of exhibitions will be held. These will be manned from 10am – 7pm at highly accessible public locations in the three main towns of Kidderminster, Stourport-on-Severn and Bewdley. In the settlements of Cookley, Chaddesley Corbett, Blakedown, Fairfield, Upper Arley and Callow Hill

exhibitions will take place between 1pm and 7pm. Display boards will be erected at the exhibitions and copies of the consultation documents will be made available for viewing along with other materials. The exhibition will allow the public to view the Core Strategy Preferred Options and the Site Allocations and Policies and Kidderminster Central Area Action Plan Issues and Options in more detail and post comments. Staff will also be on hand to discuss the proposals and answer any queries raised by the public.

5.3 Exhibition plan

- Monday 19th Jan – Bewdley Library, Bewdley, 10am-7pm.
- Wednesday 21st Jan – Lickhill Community Centre, Stourport, 10am – 7pm
- Thursday 22nd Jan - Corn Exchange, Kidderminster Town Hall, 10am – 7pm.
- Monday 26th Jan - Rock Sports Club, Callow Hill, 1pm-7pm.
- Tuesday 27th Jan - Arley Memorial Hall 1pm-7pm
- Wednesday 28th Jan - Cookley Sports and Social Club?, 1pm-7pm
- Monday 2nd Feb Wolverley Memorial Hall, 1pm-7pm
- Tuesday 3rd Feb Blakedown Parish Rooms, 1pm-7pm
- Wednesday 4th Feb - Chaddesley Corbett Village Hall, 1pm-7pm
- Wednesday 11th February – Civic Hall Foyer, Stourport 10am-7pm
- Thursday 12th February – Corn Exchange, Kidderminster 10am-7pm

5.4 Mini Displays

Mini displays will be organised at the following locations throughout the duration of the consultation:

- Kidderminster Library
- Stourport Library
- Bewdley Library
- Wyre Forest Hub, Kidderminster Town Hall

6. Awareness Raising – Media

- 6.1 To coincide with the launch of the consultation on the Preferred Options Paper and the Issues and Options Papers press releases will be organised for the local newspapers including the Kidderminster Shuttle, Stourport Times and Kidderminster Chronicle. These will detail the dates and times of the exhibitions and details of places where the Preferred Options Paper and the Issues and Options Papers can be viewed/downloaded. A summary leaflet setting out key details for each of the

documents and the exhibition dates, aimed at the general public will be distributed with the Kidderminster Shuttle on Thursday 15th January 2009 and will also be sent out to all those households who do not receive the newspaper.

7. Publishing on the Web

- 7.1 The Government encourages electronic submissions on Development Plan Documents. It is a Local Performance Indicator in the Planning, Health and Environment Division's Business Plan to target a 20% representation response electronically. The Core Strategy Preferred Options Paper, the Draft Full SA Report; and the Site Allocations and Policies, and Kidderminster Central Area Action Plan Issues and Options Papers will be published electronically using the Limehouse consultation portal which allows consultees to respond electronically to the consultation. A response form will be set up within the system to ask specific questions but general comments will also be accepted. Introductory text will also be available on the Forward Planning Web Pages directing consultees to the Limehouse consultation portal.

8. Consulting on Sustainability Appraisal

- 8.1 The Core Strategy Preferred Options Paper has been fully informed by the Sustainability Appraisal process. The Draft Full SA Report contains information on the sustainability of the Preferred Options and those options which were considered but rejected during the process of drafting the Preferred Options Paper. In order to assist the public and key stakeholders a summary leaflet highlighting the key aspects of the Sustainability Appraisal process and what this means for the Core Strategy was published during the Issues and Options consultation stage. This leaflet will be updated and will incorporate details of the SA work carried out for the Site Allocations and Policies and the Kidderminster Central Area Action Plan Issues and Options Papers. The leaflet will be distributed to consultees with consultation notification letters. Additional copies of the leaflet will be available at all manned exhibitions and mini-exhibitions.

- 8.2 SA Scoping Reports have been prepared for the Site Allocations and Policies and Kidderminster Central Area Action Plan DPDs. These underwent consultation with key stakeholders between 2nd May and 6th June 2008. These Scoping Reports will be made available during the Issues and Options consultation period.

9. Formally Processing Comments – Procedures

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- 9.1 All responses submitted to the District Council by fax, letter, email, and through the Limehouse consultation portal will be acknowledged within five working days of their receipt. The Forward Planning Section will carefully analyse all comments and suggestions and prepare a summary report for each of the three consultation documents detailing proposals for consideration during the drafting of the Core Strategy Submission document, and the Site Allocations and Policies and Kidderminster Central Area Action Plan Preferred Options documents. These will be presented to and considered by the Local Development Framework Review Panel, the Regeneration and Enterprise Scrutiny Committee and the Council's Cabinet.

10. Feeding Back to Participants in the Consultation Process

- 10.1 A summary report will be produced for each of the three documents setting out the District Council's response to all of the comments received. These reports will be made available on the District Council's website and will also be available for viewing at the Kidderminster Hub, the Stourport Civic Centre, the Bewdley Hub and at Kidderminster, Stourport and Bewdley libraries.

APPENDIX 1: LIST OF CONSULTEES

Specific Consultation Bodies

- West Midlands Regional Assembly
- Bridgnorth District Council
- Bromsgrove District Council
- Malvern Hills District Council
- Shropshire County Council
- South Shropshire District Council
- South Staffordshire District Council
- Staffordshire County Council
- Worcestershire County Council
- Wychavon District Council
- Local Parish and Town Councils (within & adjoining Wyre Forest District)
- West Mercia Police
- The Coal Authority
- Natural England
- The Environment Agency
- Secretary of State for Transport
- English Heritage
- Office of Rail Regulation
- Network Rail
- The Highways Agency
- Advantage West Midlands
- Relevant telecommunications companies
- Worcestershire Primary Care Trust
- West Midlands South Strategic Health Authority
- Relevant electricity and gas companies
- Relevant sewerage and water undertakers

Government Departments

- Government Office for the West Midlands (GOWM)
- Home Office (GOWM)
- Department for Children, Schools and Families (GOWM)
- Department for Innovation, Universities and Skills (GOWM)
- Department for Environment, Food and Rural Affairs (DEFRA) (GOWM)
- Department for Business, Enterprise and Regulatory Reform (GOWM)
- Department for Transport (GOWM)

- Department of Health (GOWM)
- Department of Trade and Industry (GOWM)
- Ministry of Defence
- Department of Work and Pensions
- Department of Constitutional Affairs (GOWM)
- Department for Cultural , Media and Sport (GOWM)
- Office of Government Commerce (property Advisers to the Civil Estate)

General Consultation Bodies

- Kidderminster, Stourport-on-Severn and Bewdley Civic Societies
- Bewdley Chamber of Commerce
- Bewdley Town Centre Management Forum
- Disability Action Wyre Forest
- Federation of Small Businesses, Herefordshire & Worcestershire
- Herefordshire & Worcestershire Chamber of Commerce
- Kidderminster Town Centre Partnership
- Bewdley Development Trust
- Stourport Business Association
- Stourport on Severn Town Centre Forum
- Stourport Forward
- Business Connections 4 North Worcestershire
- Worcestershire Racial Equality Council

Other Consultees

- Arts Council West Midlands
- British Horse Society
- British Waterways
- Citizens Advice Bureau
- Civil Aviation Authority
- Commission for Architecture and the Built Environment
- Council for British Archaeology
- Council for the Protection of Rural England (CPRE)
- Country Landowners Association
- Crown Estate Office
- Culture West Midlands
- Developers and Business Representatives
- Diocesan Board of Finance
- Diocesan Schools Commission

- Disabled Persons Transport Advisory Committee
- Dudley Metropolitan Borough Council
- Equality and Human Rights Commission (formerly Commission for Racial Equality (CRE) Disability Rights Commission (DRC) Equal Opportunities Commission (EOC))
- Fire & Rescue Services
- Forestry Commission
- Freight Transport Association
- Friends of the Earth
- Health & Safety Executive
- HM Prison Service
- Homes and Communities Agency
- Independent Schools Council (Central)
- Local and adjoining MPs
- Local Landowners and Farmers
- Local NHS Trusts
- Local Resident Associations / Tenant Consultative Committees
- Local Transport Operators – Centro/WMPTE, Severn Valley Railway, Train Operating Companies (TOCs) and Local Bus Operators.
- Midlands Architecture and the Designed Environment (MADE)
- Museums, Libraries and Archives
- National Air Traffic Services (NATS)
- National Farmers Union
- National Playing Fields Association
- National Trust
- North Warwickshire Primary Care Trust
- Ramblers Association
- Registered Social Landlords
- Royal Society for the Protection of Birds (RSPB)
- Royal Town Planning Institute (RTPI)
- SHA Estates (Midlands)
- Sport England
- The Diocese of Worcester
- The Home Builders Federation
- The Inland Waterways Association
- The Theatres Trust
- Tourism West Midlands
- West Midlands Planning Aid
- Worcestershire Acute NHS Hospitals Trust
- Worcestershire Mental Health Partnership NHS Trust

- Worcestershire Wildlife Trust
- Herefordshire and Worcestershire Earth Heritage Trust
- Wyre Forest Cycle Forum
- Wyre Forest Lifelong Learning Partnership
- Wyre Forest Local Strategic Partnership

Hard to Reach Groups

- Age Concern
- Anglo Polish Society
- Buddhist Community
- Church Commissioners
- Disability Rights Commission
- Independent Advisory Group for Black and Ethnic Minority Issues
- Islamic Mosque
- Italian Club
- Local Schools and Youth Groups
- Oldington & Foley Park Neighbourhood Management Pathfinder
- The Gypsy Council
- The Showmen's Guild of Great Britain
- Wyre Forest Action Group for Older People
- Wyre Forest Bangladeshi Forum
- Wyre Forest and District Race Relations Council
- Horsefair Broadwaters Greenhill Partnership

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