

## **APPENDIX 1**

### **Wyre Forest District Local Plan Review Issues and Options**

#### **Consultation Plan**

##### **1.0 Background**

It is a cornerstone of the planning system that communities and stakeholders should be able to influence the matters addressed in planning policy. The National Planning Policy Framework (NPPF) published in March 2012 reinforces the importance of community involvement through the first of its Core Planning principles: “planning should be genuinely plan-led, empowering local people to shape their surroundings with succinct local and neighbourhood plans setting out a positive vision for the future of the area” Between Tuesday 1<sup>st</sup> September and Friday 16<sup>th</sup> October 2015 the District Council will undertake a consultation on the Issues and Options. Developing the issues and options consultation is the first stage in the Local Plan Review process. Responses will be used to help develop the preferred policy options and site allocations.

##### **2.0 Adopted Statement of Community Involvement Requirements**

The District Council first adopted its Statement of Community Involvement (SCI) in 2006, this version, following changes in legislation was updated, revised and adopted in February 2013. It sets out the Council’s policy for involving the community in the planning process. 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. The statement provides guidance on:

- How people will have the chance to contribute their ideas, and the process for considering and responding to their views.
- How people will get the chance to participate in developing proposals and options.
- How the District Council will seek to provide feedback to keep the community informed on progress and outcomes.

The District Council places great emphasis on involving the community in planning issues and believes the following benefits can be achieved:

- It will help strengthen the evidence base for local plans and neighbourhood development plans.
- It will help foster community commitment to the future development of the area.
- It promotes a sense of ownership and strengthens the delivery of projects. The involvement of communities at an early stage helps to resolve issues.

##### **3.0 The Duty to Cooperate**

**3.1** The duty to cooperate was created in the Localism Act 2011, and amends the Planning and Compulsory Purchase Act 2004. It places a legal duty on local planning authorities, county councils in

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England and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.

- 3.2 In order to fulfil the requirements of the Duty to Cooperate, all neighbouring authorities and consultation bodies covered by the Duty to Cooperate will receive a separate form to complete which will allow any concerns to be raised. Where there are no relevant issues the completed forms will provide an audit trail to demonstrate that the Duty has been fully considered and complied with. Where cross-boundary issues are identified, officers will offer to meet with each of the neighbouring authorities or organisations concerned to discuss the issues and how the Plan can best address them.

### **4.0 Targeting Consultation and Methods**

- 4.1 The District Council will actively seek to engage all community groups within the Wyre Forest District in preparing planning policy. Local planning authorities are required to consult specific consultation bodies which they consider may have an interest in the proposed planning policy document and the general consultation bodies which it considers are appropriate. A list of the specific consultees for Wyre Forest District is set out in Appendix A to this document.

It is proposed to consult in a variety of ways, examples include manned exhibitions in Kidderminster, Stourport on Severn and Bewdley, mini poster displays in a wide range of accessible locations throughout Wyre Forest District, newspaper display as well as a leaflet distribution to all householders. All Town and Parish Council's will be sent a consultation notice and be asked to display it on parish council notice boards.

### **5.0 Involving Harder-to-reach Groups**

- 5.1 Within the District there are groups which are hard to reach through consultations. 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. In particular, the District Council will employ the following methods for engaging hard to reach groups: Leaflet distribution to all residents within Wyre Forest District and manned exhibitions at public locations such as Stourport carnival, Bewdley farmers market and the shopping centre in Kidderminster.

### **6.0 Exhibition specifics**

- 6.1 During the six week public consultation phase on the Issues and Options Paper a number of exhibitions will be held. These will be manned at highly accessible public locations in the three main towns of Kidderminster, Stourport-on-Severn and Bewdley. Display boards will be erected at the

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exhibitions and copies of the issues and options papers will be made available for viewing along with other materials. The exhibition will allow the public to view the issues and options in more detail and post comments. Staff will also be on hand to answer any queries raised by the public.

### 6.2 *Draft Exhibition Plan*

- Stourport Carnival (Saturday 5<sup>th</sup> September 2015)
- Bewdley Farmers Market (Sunday 6<sup>th</sup> September 2015)
- Weavers Wharf, Kidderminster (Saturday 12<sup>th</sup> September 2015)
- Kidderminster (Thursday 17<sup>th</sup> September 2015)

### 6.3 *Mini Poster Displays*

Mini poster displays will be organised at the following locations throughout the duration of the issues and options consultation.

- Kidderminster Library
- Stourport Library
- Bewdley Library

(Contact Worcestershire County Council to enquire as to whether a poster could be put on the library bus to cover the rural areas)

In addition, subject to each venue being willing to display a poster:

- Wyre Forest Hub, Kidderminster Town Hall
- Kidderminster supermarkets
- Stourport Civic Centre Reception
- Stourport Tesco
- Stourport Co-op
- Bewdley Co-op
- Blakedown Post Office
- Chaddesley Corbett Post Office
- Far Forest Stores
- Wolverley stores
- Cookley stores
- Colliers Farm Shop
- Garden centres (various)

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- Wyre Forest Discovery Centre

### **7.0 Awareness raising – Media**

7.1 To coincide with the launch of the consultation on the issues and options paper press releases will be organised for the Kidderminster Shuttle. Where households within the District receive the local free newspaper, a leaflet publicising the proposals will be distributed with it. Households that do not receive the local free newspaper will have alternative arrangements to receive the proposal leaflet. These will detail the dates and times of the exhibitions and details of places where the Issues and Options Paper can be viewed/downloaded.

### **8.0 Publishing on the Web**

8.1 An interactive version of the Issues and Options Paper will be made available to enable electronic representations to be made. The interactive response form can be downloaded and printed or filled in and submitted online. Representations will also be accepted by e-mail or post. The consultation will contain targeted questions to ask people whether they think we have covered all of the issues and help us to begin to develop options.

8.2 The District Council will also use social media (Twitter and Facebook) to promote the consultation period and the exhibitions. In addition to this, we propose to run a live Twitter Q&A session during the consultation period. Twitter and Facebook will be used to raise key questions relevant to the consultation during the consultation period and comments made will be summarised and considered in the development of the Preferred Options.

### **9.0 Formally Processing Comments – Procedures**

9.1 All responses submitted to the District Council online, by letter and email will be acknowledged within five working days of their receipt. The Planning Policy Team will carefully analyse all comments and suggestions and prepare a summary report detailing proposals for consideration at the preferred options stage. This will be presented to and considered by the Local Plans Review Panel, Overview and Scrutiny Committee and Cabinet.

9.2 The summary report following Cabinet's consideration will be made available for public viewing at Council Offices and on the website.

## **Appendix A – List of Consultees**

### **Specific Consultees**

#### **Wyre Forest District Parish/Town Councils**

Bewdley Town Council  
Broome Parish Council  
Chaddesley Corbett Parish Council  
Churchill and Blakedown Parish Council  
Kidderminster Foreign Parish Council  
Rock Parish Council  
Rushock Parish Council  
Stone Parish Council  
Stourport on Severn Town Council  
Upper Arley Parish Council  
Wolverley & Cookley Parish Council

#### **Adjacent Parish Councils**

Abberley Parish Council  
Astley & Dunley Parish Council  
Bayton Parish Council  
Clent Parish Council  
Cleobury Mortimer Parish Council  
Dodford with Grafton Parish Council  
Elmbridge Parish Council  
Elmley Lovett Parish Council  
Hagley Parish Council  
Hartlebury Parish Council  
Highley Parish Council  
Kinlet Parish Council  
Kinver Parish Council  
Milson & Neen Sollars Parish Council  
Pensax Parish Council  
Upton Warren Parish Council

#### **Other Specific Consultees**

British Telecom  
Bromsgrove & Redditch DC  
Central Networks  
Directorate of Adult Services and Health (DASH)  
Dudley Metropolitan Borough Council  
Environment Agency  
Greater Birmingham and Solihull Local Enterprise Partnership  
Hereford & Worcester Ambulance Service  
Hereford & Worcester Fire & Rescue Service  
Highways Agency  
Historic England  
Homes & Communities Agency

## **Appendix A – List of Consultees**

Malvern Hills District Council  
Mobile Operators Association  
National Grid  
Natural England  
Network Rail  
Office of Rail Regulation  
Oil and Pipelines Agency (The)  
Severn Trent Water  
Shropshire Council  
South Staffordshire District Council  
South Staffordshire Water Plc  
South Worcestershire Development Plan  
Staffordshire County Council  
Staffordshire Police Authority  
The Coal Authority  
The Planning Inspectorate  
Transco West Midlands Local Distribution Zone  
West Mercia Police  
Western Power Distribution  
Worcestershire County Council  
Worcestershire Local Enterprise Partnership  
Worcestershire Partnership  
Worcestershire Regulatory Services  
Wychavon District Council  
Wyre Forest Clinical Commissioning Group

## **General Consultees**

Organisations and individuals registered in the Planning Policy database including:

Agents  
Business and Commerce Groups  
Conservation Interest Groups  
Developers  
Education and Youth Groups  
Housing Interest Groups  
Individuals  
Interest / Pressure Groups  
Land Owners  
Local Interest Groups  
Local Resident Associations  
Registered Providers  
Service Providers

## **Appendix A – List of Consultees**

### **Hard to Reach Groups**

Age UK Wyre Forest  
Association of Retired and Persons over 50  
Big Local DY10  
Buddhist Community  
Derbyshire Gypsy Liaison Group  
Friends Families and Travellers  
Islamic Mosque  
Kidderminster & District Scout Group  
Madinatul Uloom Islamic College  
Meeting Deaf Community  
National Federation of Gypsy Liaison Groups  
National Travellers Action Group  
Offmore Comberton Action Group  
Our Lady of Ostra Brama Church  
PHAB Ltd  
The Showman's Guild of Great Britain Midland Section  
West Midlands Consortium Education Service for Travelling Children  
Wyre Forest Action Group for Older People  
Wyre Forest Bangladeshi Forum  
Wyre Forest Women's Aid  
Wyre Forest Local Children's Trust

# Local Plan Review

## Issues and Options



***Do you want to help shape  
Wyre Forest District in the future?***

The Council is preparing a new Local Plan to set out how much new housing, employment and retail development will happen in the Wyre Forest District and where it will be located.

The Local Plan Review will result in new development happening over the longer term until 2032. This is your chance to get involved and have your say on new opportunities for growth in our area.

We want **your** views on the issues we have identified and the options for addressing them.

**Consultation Period**  
**1st September to 16th**  
**October 2015**



**Wyre Forest**  
District Council



## What is the Local Plan?

The new Local Plan will guide the amount and location of new development in the District up until 2032. The Local Plan will allocate the sites needed to help deliver the identified level of development. Wyre Forest's current plan looks forward to 2026 and there are a number of sites allocated which are still to be developed. However it is likely that new sites will also be needed as the new Plan will cover a longer time period and will need to find sites to meet future housing, employment and retail needs.

## How could the new plan affect me?

The Local Plan will result in new development happening in our area. The changes that take place may affect you in a variety of ways; you may be able to see new housing or employment development near to where you live or on your way to work; new facilities may be provided close to you such as new shops, schools or open spaces; new roads or cycle ways could be built to make journeys shorter or easier and new employers may provide new job opportunities.

## What is this consultation about?

The Issues and Options paper is the first public consultation stage in the Local Plan's preparation and it includes seven potential options for locating new development in our area. The Council still wants to retain the emphasis on its successful regeneration strategy and re-using brownfield sites for new development. However, with the longer plan period and the potential need to accommodate higher levels of housing, employment and retail growth this alone is unlikely to provide enough land to meet our future development needs. Therefore, the possible options do include the potential for some Greenfield development within the District. If you'd like to find out more about the options for growth then please read the Issues and Options Consultation Paper or attend one of our exhibitions and let us know your thoughts.





The consultation also presents some issues and options to address specific planning matters that impact on our District, these include:

- **Providing Quality Homes** - how many new homes are needed and how much affordable housing should we expect developers to provide? How can we provide well designed and sustainable housing that meets the needs of the elderly, the disabled, younger people and families? Where should we locate any new Gypsy and Traveller sites that are needed?
- **Providing Employment Opportunities and Retail Services** - how much new employment land do we need and where should it be located? How do we ensure it is protected for employment uses to help regenerate our District? What can we do to help our local workforce access employment opportunities? How can we encourage rural employment opportunities and diversification? How will tourism contribute to the District's future economy? With consumer shopping patterns changing how can we best manage the impact on our town centres and how do we retain our local shops and services?
- **Safeguarding Character and Local Distinctiveness** - how can we protect and enhance the District's most valued asset – its character and landscape? How can we ensure we improve access to our green spaces and recreational resources? How can we make the most of the area's rich historic environment?
- **A Well Served District** - how can we improve transport choice, accessibility and efficiency for our residents and visitors? Should we identify other possible new road links to improve accessibility to the District? How can we address air quality issues in all three of our towns? How do we ensure we have the right education, healthcare and recreational facilities and how will it all be funded?
- **Tackling Climate Change and its Impacts** –how can we address and manage one of the District's biggest problems - flood risk? Can we deliver improved levels of water efficiency across our District, and what are the options for delivering renewable energy in the future?

The Paper includes lots of questions to help guide your thoughts on how the District should develop.

## How to get Involved

Consultation on the Issues and Options Paper will take place between Tuesday 1st September and Friday 16th October 2015. You can submit your comments in any of the following ways:



**On-line:** by following the links from our web-site:  
[www.wyreforestdc.gov.uk/localplanreview](http://www.wyreforestdc.gov.uk/localplanreview)



**By e-mail:** [Planning.policy@wyreforestdc.gov.uk](mailto:Planning.policy@wyreforestdc.gov.uk)

**By post:** Planning Policy Team, Wyre Forest DC, Wyre Forest House,  
Finepoint Way, Kidderminster, Worcestershire, DY11 7WF

**Documents will also be available to view at Kidderminster Hub and libraries within the District.**

Look out for opportunities to engage via social media: **Like us on Facebook - Wyre Forest District Council** and **Follow us on Twitter - @WyreForestDC**

The Planning Policy Team will host a number of drop-in sessions during the consultation period as listed below. You are welcome to come along and chat to us about the Issues and Options Paper and how the Local Plan Review might affect you.

|                                     |                 |                                     |
|-------------------------------------|-----------------|-------------------------------------|
| <b>Saturday 5th September 2015</b>  | <b>11am-3pm</b> | <b>Stourport Carnival</b>           |
| <b>Sunday 6th September 2015</b>    | <b>10am-2pm</b> | <b>Bewdley Farmers' Market</b>      |
| <b>Saturday 12th September 2015</b> | <b>10am-2pm</b> | <b>Weavers Wharf, Kidderminster</b> |
| <b>Thursday 17th September 2015</b> | <b>10am-3pm</b> | <b>Kidderminster Market</b>         |

**We look forward to hearing from you. Your comments and responses will help us to shape the future of our area through the Local Plan Review.**

