



# Selby District Core Strategy

## Consultation Statement

*Regulation 30(d) Statement setting out how the Council complied with Regulation 25*

**May 2011**



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#### **Consultation under Regulation 25 – Public participation in the preparation of a Development Plan Document:**

##### **1.0 Issues and Options**

*In May 2006 the Council published a consultation document, which discussed and requested views on the main planning issues, which might be addressed in the Core Strategy. The report was circulated to all stakeholders and advertised in the local press and on the Council's web site. 71 individuals and organisations responded. The Council has considered the responses to this consultation and these have been taken into account in preparing the Core Strategy.*

*Views were requested on what were considered to be important issues for the Core Strategy, across a wide spectrum of planning related topics. These included: the future role of the District within the sub-region, bearing in mind the current high levels of out-commuting; use of greenfield and previously developed land; affordable housing provision, climate change issues and the spatial strategy for accommodating additional growth.*

- 1.1 During May and June 2006 a formal consultation was undertaken on the Issues and Options for the Core Strategy, ending on 23 June.
- 1.2 The document, including a statement of the proposals matters and questionnaires were available in Council Offices in Selby and Tadcaster, Libraries in the three main towns plus Barlby, and the two Mobile Libraries which cover the District. Additionally, an exhibition that included this information was placed in the Reception area of the Planning Department at the Civic Centre.
- 1.3 The document and proposals matters and questionnaire were available on our website, with a statement explaining where and when paper copies of the document were available for inspection.
- 1.4 We placed an advertisement, in accordance with regulation 26(d) (i) & (ii), in The Wetherby News on 12 May 2006, The York Evening Press, The Goole Times, The Pontefract & Castleford Express and The Selby Times, which were carried on 11 May 2006.

- 1.5 We sent copies of the document, along with the subject matter and questionnaire to the DPD bodies listed in **Appendix A** of this Consultation Statement, and sent out a letter to the individuals, groups and organisations listed in **Appendix B** informing them of the consultation, how to obtain copies of the document and how to be involved in the consultation. E-mails of the same information were also sent to relevant Council stakeholders and District Councillors.
- 1.6 We further publicised the Issues and Options consultation by distributing posters to Parish Councils to be placed on Parish Notice boards. Posters were also sent to Supermarkets, Post Offices and Doctors' Surgeries that had previously agreed to display such material.
- 1.7 A copy is attached in **Appendix C** of the following
- Public advertisement/proposals matters
  - A copy of the poster that was displayed
  - The questionnaire
- 1.8 71 Responses to the Issues and Options consultations were received by the Council from individuals and organisations. A Progress Report and responses to Consultation on Issues and Options for the Core Strategy are also attached in **Appendix D** (considered by Policy and Resources Committee on 17 April 2007), covering the main issues raised by representations and how the representations have been taken into account. Copies of the representations made in accordance with regulation 28(2) can be made available on disk (**Appendix E**).

## 2.0 Further Options

*In November 2008 a public consultation was held on a number of further options for the Core Strategy. In view of the time that had elapsed since the Issues and Options consultation, together with the relatively general nature of those issues and options, the Council wished to consult on more detailed proposals and options for accommodating growth. In particular the need to consider the possibility of one or more strategic development sites for housing and employment in Selby to cater for the scale of growth required had become evident and the Council was keen to obtain public views on potential directions of growth<sup>1</sup>.*

*In addition the opportunity was taken to obtain public views on a number of other topics, which had emerged since the Issues and Options stage. The new options and indicative policies had been distilled from examination of the evidence base, the*

<sup>1</sup> For further information see Background Paper No. 7 "Strategic Development Sites"

*regional context and the results of the previous consultations on Issues and Options and also the consultation in December 2007 on possible Interim Housing Policies.*

- 2.1 During November and December 2008 a formal consultation was undertaken on the Further Options for the Core Strategy, ending on 18 December.
- 2.2 The document, questionnaires and summary leaflet were available in the Council contact centres and Libraries in Selby, Tadcaster and Sherburn in Elmet, as well as the two Mobile Libraries across the District.
- 2.3 The document, summary leaflet and questionnaire were available on our website, with a statement explaining where and when paper copies of the document were available for inspection. The questionnaire could also be completed in the form of an online survey.
- 2.4 We placed an advertisement, in accordance with regulation 26(d) (i) & (ii), in The Wetherby News on 7 November 2008, The York Evening Press, The Goole Times, The Pontefract & Castleford Express and The Selby Times, which were carried on 6 November 2008. A Press Release was also issued which resulted in 7 articles in local newspapers over the consultation period. An article also featured in the 'SDC Voice' a Selby District Council staff newsletter.
- 2.5 We sent copies of the document, along with a questionnaire to the bodies listed in **Appendix F** of this Consultation Statement. E-mails of the same information were also sent to relevant Council stakeholders and District Councillors.
- 2.6 The consultation included an exhibition/display in Community House, Selby, Access Selby (the Council's town centre offices in Selby town for the public), market stalls in Selby and Tadcaster. These were advertised in the local press as drop-in sessions, with Officers available to provide information and advice. A focus group for older persons was also held in the Civic Centre.
- 2.7 Supplies of the Summary leaflet were distributed widely to a variety of venues across the District including schools, public houses, post offices, doctors' surgeries, supermarkets and shops.
- 2.8 We further publicised the Further Options consultation by distributing posters to Parish Councils to be placed on Parish Notice boards. Posters were also sent to Supermarkets, Post Offices and Doctors' Surgeries that had previously agreed to display such material.
- 2.9 A copy is attached in **Appendix G** of the following
  - Public advertisement (Press Notice)



- A copy of the posters that were displayed
- Drop-in Sessions Notice including dates
- The questionnaire
- Summary leaflet

2.10 The consultation resulted in responses from 176 individuals and organisations. Respondents included 24 Parish and Town Councils, 17 Statutory consultees / key stakeholders, 15 developers and consultants and 9 organisations representing specialist interests. There were 109 responses from individual members of the public and businesses representing themselves.

2.11 Reports on progress and consideration of the responses to Consultation on Further Options for the Core Strategy are also attached in **Appendix H**; covering representations, main issues raised and how the representations have been taken into account. Copies of the representations made in accordance with regulation 28(2) can be made available on disk (**Appendix I**).

### 3.0 Consultation Draft Core Strategy

*Public consultation on the draft Core Strategy was carried out during February / March 2010 (ending on 1<sup>st</sup> April), and was accompanied by a publicity campaign and a series of consultation events, including a number of 'drop - in' events in Selby, Tadcaster and Sherburn-In-Elmet, as well as a number of meetings hosted by Yorkshire Planning Aid on behalf of the Council. Further publicity and information was provided through a manned market stall in Selby.*

*The report was accompanied by a downloadable summary leaflet; a colour printed version of which was also distributed to all residents and many business addresses in the District.*

*Respondents were able to submit comments by a variety of means, including electronic and paper versions of a standard comments form, by e-mail, and for the first time by using a dedicated consultation website for on-line comments.*

*Numerous changes have been made as a result of the consultation in order to improve the document. In addition, amendments have been necessary in the light of up-to-date information and revised national planning guidance.*

3.1 During February and March 2010 a formal consultation was undertaken on the Draft Core Strategy, starting on 18 February and ending on 1 April.

- 3.2 The document, questionnaires, summary leaflet and supporting documentation were available in The Council Contact Centres, Libraries and Mobile Libraries across the District.
- 3.3 The document, summary leaflet, questionnaire and supporting documents were available on our website, with a statement explaining where and when paper copies of the document etc were available for inspection.
- 3.4 The document and supporting information were also available for the first time using a dedicated software system (Limehouse) that allows representors to input their views electronically, and the Council to analyse and respond to comments.
- 3.5 We placed an advertisement, in accordance with regulation 26(d) (i) & (ii), in The Wetherby News on 19 February 2010, The York Evening Press, The Goole Times, The Pontefract & Castleford Express and The Selby Times, which were carried on 18 February 2010. A Press Release was also issued and articles appeared in the Selby Times and Selby Post (25 February 2010).
- 3.6 A four page pull-out centre spread summary of the document was also included in 'Citizen Link', the Council newspaper that was distributed to all households. The pull-out was also sent to known local businesses – listed in **Appendix J**.
- 3.7 We sent copies of the documents (in a CD format) to the bodies listed in **Appendix K** of this Consultation Statement. The same information was emailed to all relevant heads of Council departments and District Councillors.
- 3.8 The consultation included exhibition/displays in Selby, Sherburn & Tadcaster, and a market stall in Selby, attended by officers. Flyers were distributed to advertise these events by officers at stands in supermarkets in Selby, Sherburn and Tadcaster.
- 3.9 Further consultation meetings were held with the local Physical and Sensory Impairment Group, 7 groups of young people and the Tenants and Residents Association, which were facilitated by Yorkshire Planning Aid. YPA also facilitated a consultation event attended by representatives of the Gypsy and Travellers community on 21 April 2010 (jointly with the Sites Allocation DPD Issues and Options exercise).
- 3.10 We further publicised the Consultation Draft by distributing posters to Parish and Town Councils to be placed on Parish Notice boards. Posters were also sent to Supermarkets, Post Offices and Doctors' Surgeries that had previously agreed to display such material.

- 3.11 A copy is attached in **Appendix L** of the following
- Citizen Link pull-out
  - Public advertisement (press notice)
  - A copy of the posters that were displayed (showing exhibition dates/venues)
  - The questionnaire
- 3.12 A total of 81 individuals and organisations responded to the consultation. These included 10 Parish and Town Councils, 19 developers and consultants and 33 organisations representing specialist interests. There were 19 responses from individual members of the public and business representing themselves.
- 3.13 Summaries of all the representations made in accordance with regulation 28(2) are included in the reports and consideration of responses to Consultation on the Draft Core Strategy attached in **Appendix M**. These cover representations, main issues raised and how the representations have been taken into account. Copies of all the reps can be made available on disk (**Appendix N**)

#### 4.0 Publication Version Core Strategy

##### **Consultation under Regulation 28 – Public participation in the preparation of a Development Plan Document:**

*Following consideration of the results of consultation on the draft Core Strategy the Council prepared a revised version of the Core Strategy for 'Publication'. The Core Strategy was 'Published' for six weeks to enable stakeholders and interested parties to comment on the 'soundness' of the document.*

- 4.1 The Publication Version of the Submission Draft Core Strategy was published on 10 January 2011 and comments on the soundness and legal compliance accepted until 21 February 2011.
- 4.2 The Core Strategy Submission Document and supporting evidence, including a Sustainability Appraisal Report, Appropriate Assessment, Consultation Statement and Infrastructure Delivery Plan, were available to view/download on the Council's website. All these documents were also available for inspection at Access Selby, and local libraries during normal opening hours. A CD containing electronic versions of these documents were sent to those listed in **Appendix O(i)**. Letters of notification were sent to those listed in **Appendix O(ii)**.
- 4.3 A Press Notice (copies attached in **Appendix O(iii)**) was placed in The York Press (10 January) and Selby Times, Pontefract and Castleford

Express and Goole Times (13 January); and Wetherby News (14 January).

- 4.4 Posters (see **Appendix O(iv)**) were sent to a range of venues who had agreed to display them including supermarkets, shops and post offices, doctor's surgeries and community/village halls.
- 4.5 In addition, exhibition boards describing the current stage of the Core Strategy process were displayed at drop-in sessions held in connection with the Site Allocations DPD (which were advertised in the local press and via flyers/posters) and officers available to answer questions and provide further information.
- 4.6 Comments were invited to be submitted in writing via email/electronic format or by post using the form provided online and at the display points. A copy of the form is provided in **Appendix O(v)**.
- 4.7 A total of 61 individuals and organisations responded to the Publication Version on soundness and legal compliance grounds (586 separate responses).
- 4.8 A summary of all the responses is attached at **Appendix P** (Policy and Resources Committee Report and Minutes 24 March 2011).