

## Consultation Statement

### Time Line

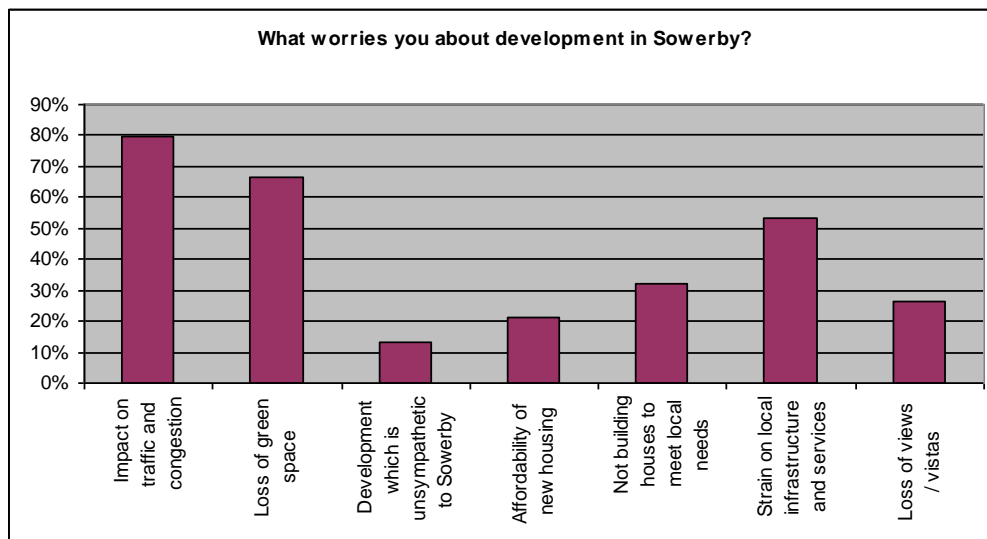
1. **26<sup>th</sup> April 2017.** As Sowerby does not have a Parish Council the Forum had to apply for permission to incorporate as a qualifying body. This request was submitted to the Council and then after consultation with the community was authorised on the 26<sup>th</sup> of April 2017.
2. As part of the submission as a qualifying body a map of the area to be included was submitted, see Appendix A, this area was also authorised in line with the regulations on the 26<sup>th</sup> of April 2017.
3. **16<sup>th</sup> May 2017.** The first meeting with the Council Representative for Neighbourhood Planning, Phil Ratcliffe occurred on the 16<sup>th</sup> May 2017. This confirmed and laid out the procedure to follow; confirmation of what can and can not be included as well as the support the council would be able to offer.
4. **8<sup>th</sup> September 2017.** The next 9 months were spent raising funds, discussing the way forward and recruiting members to work on the forum. While the topic of the neighbourhood plan was raised at multiple Residents Association meetings and Ward Forums the main recruitment drive and community consultation was at a meeting hosted by Calder Velley MP, Craig Whittaker on the 8<sup>th</sup> of Sep 2017. The meeting was attended by about 200 residents.
5. **8<sup>th</sup> October 2017.** The first meeting hosted by the forum alone occurred on 8<sup>th</sup> October 2017; it was advertised in the GoLocal magazine and with posters around the area. It was supported by Lindsay Smales who took the lead in explaining to the community what a Neighbourhood Plan was and how it would come into being. (Poster attached in Annex B).
6. It was at this meeting that all the final forum positions were filled and the decision made to employ a consultancy firm called – Integreatplus.
7. **8<sup>th</sup> November 2018.** First meeting with AECOM to start Housing Needs Assessment. This was done as both a desk-based exercise researching the data that is available and seeking expertise from the local area and receiving local residential opinion. Questionnaires were sent out to all of the local estate agents to gain on the ground experience of what is required in the area. Local attitudes, perceptions and desires were captured in questionnaires and through face to face discussions. Meetings were held on the **29<sup>th</sup> November 2017, 28<sup>th</sup> February 2018 ns 28<sup>th</sup> March 2018.**
8. **21<sup>st</sup> November 2017.** The first meeting with Integreatplus occurred to flesh out the requirement and confirm the contract.

9. **29<sup>th</sup> January 2018.** Full Forum meeting with Integreatplus. Decision made to hold community meeting and gain input for residents’ issues. To supplement this two sets of questionnaires were to be released to gain input from the residents that were unable to attend the community meeting.

10. **24<sup>th</sup> February 2018.** The initial consultation was carried out between 24<sup>th</sup> February 2018 and 25<sup>th</sup> May 2018. It consisted of an open day, advert (at Document 1), and a questionnaire, that could be filled in online or in person. Over 150 people attended the open day meeting giving a variety of views with a further 84 questionnaires that were completed giving a total overall return of 7% for the area. The results of these meetings, questionnaires and face to face discussions were used to find the concerns most vital to the community. These concerns were then compared to the scope of the Neighbourhood Plan framework, where they were in scope draft policies were formulated and then released for comment.



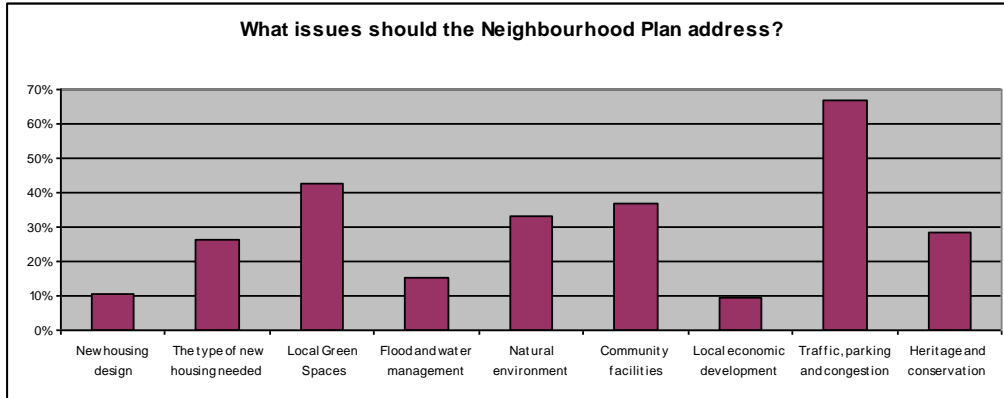
Initial consultation day



11. The questionnaire was also taken to;
- The 2 local Junior schools to get youth and parent views,
  - The local assisted living complex for the elderly - Flower Banks,

- The local Cheshire Homes assisted living Centre – White Windows,
- Beechwood TARA chair to pass out among the youth club and TARA residents
- St Peters Community Centre for the Church congregation and café visitors.

These areas were targeted to gain as wide a cross section of the area’s residents as possible and to reach as many local people as we could. The summary of the questionnaires can be found at Appendix C of the Sowerby Neighbourhood Plan Supporting Documents.



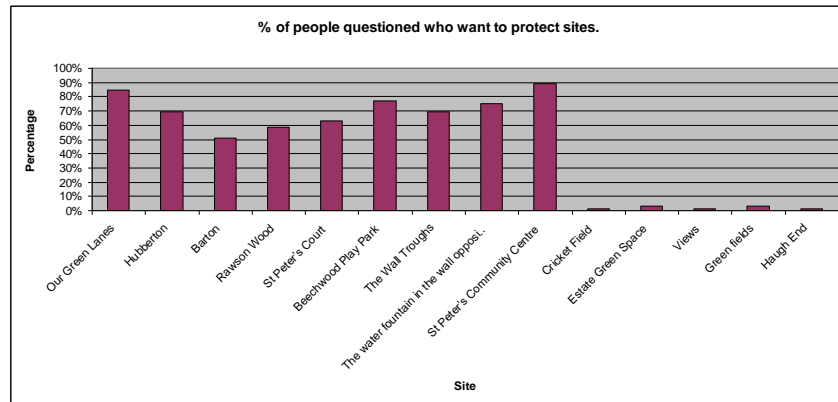
12. There were no comments on the potential policies so they were taken as being acceptable and used to formulate the final policies.

13. **February 2018.** It was decided that the Forum and Integreatplus were not meshing as well as we hoped so the decision was made to no longer work with them and instead work alone.

14. **March and April 2018.** To identify the problems facing our local businesses we asked them to fill in a questionnaire or have a face to face meeting with a member of the forum. The three schools in the area are the biggest employers, followed by Calder valley Skip Hire, the community shops, Tommy Topsoil and the two public houses. Employment in the area after that is mainly local farms and the self-employed. Of the 10 companies with business premises we received 4 questionnaires back giving us a 40% response rate. Face to face meetings were held with the teachers at the two Junior Schools and a face to face meeting was held with the community outreach teacher at Ryburn Valley High school.

15. **12 March 2018.** Bagshaw Ecology were contracted to carry out an ecological assessment of the area. Local landowners were contracted to gain access to their land. Bagshaw linked in to other local and County organisations to assist with the on-foot assessment. Assessment carried out over **June – September 2018** to gather the most data available.

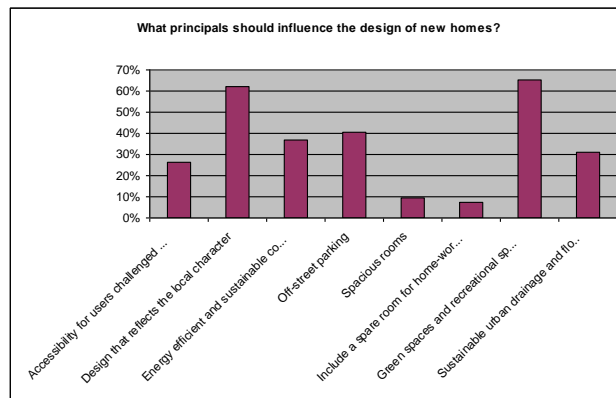
16. **23<sup>rd</sup> March 2018.** AECOM and the forum start work on the Heritage Assessment. In person meetings and questionnaires were used to identify sites residents felt needed protection outside of those with statutory protection by being Listed. Local Historians were approached to gain background and provide assistance. Meetings were held in **March, May and August 2018.**



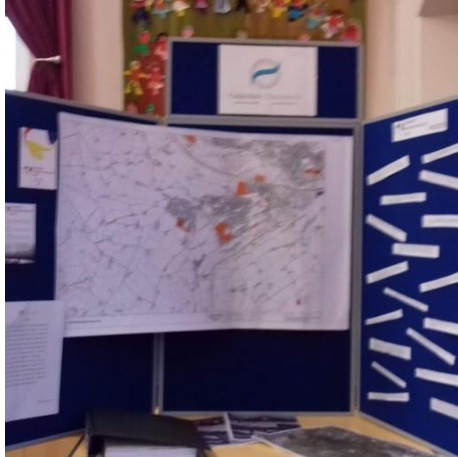
17. **30<sup>th</sup> March 2018.** A meeting was held with a local developer to discuss what he wished to do in the area and how that linked in with the initial draft policies formulated within the forum.

18. **21<sup>st</sup> June 2018.** A large proportion of Beechwood Estate and Rooley Estate are owned by Together Housing, they are also either developing or looking to develop 2 significant sites within the area. A discussion about the estates, the 2 sites being developed and the community aspirations was held with Neighbourhood liaison.

19. **31<sup>st</sup> July 2018.** AECOM and the forum contact to work on the design code for future development. Meetings were held in **July 2018, August 2018 and October 2018.** The final code was completed and presented to community for comment along with the draft plan on the **15<sup>th</sup> December 2018.** The basis of the design code came from the initial consultation.



20. **15<sup>th</sup> December 2018 – 27<sup>th</sup> January 2019.** In line with Regulation 14 Consultation guidance the draft plan was submitted to statutory bodies, interested parties and the local community for 6weeks. The consultation was started on Saturday the 15<sup>th</sup> Dec with a community drop in day; approximately 56 residents arrived on the day. Residents and statutory bodies had until 27<sup>th</sup> Jan 2019 to comment on the draft plan; this date was later extended to 10<sup>th</sup> of February 2019 to account for Christmas. A full list of statutory bodies contact with their responses is included at para 29.



21. **Monthly for duration of timeline.** The Forum meet monthly to review progress, monitor current work and look at the next steps.

#### **Advertisement of Neighbourhood Plan**

22. The Neighbourhood Plan development was advertised using the following methods:

- Facebook
- Sowerby Neighbourhood Website
- Neighbourhood Notice board
- Church Notice board
- Diocese Newsletter
- Ward Newsletter
- GoLocal - Community news section
- Emails to residents
- Leaflet drop to area
- Posters in local library, shops and public houses
- Advertising at Community Christmas Fair
- Word of mouth

**Location of Documents**

23. Every report and assessment has been made available to the public and any organisation that wishes to view it for no cost.

24. All work and reports were made available for anyone to read on the Neighbourhood Plan website and due to the socio-economic structure of our area the documents were also made available in paper copy. The documentation was available in following locations;

- the local library – Sowerby Bridge,
- local shops – Towngate Groceries and the Village Shop,
- St Peter’s Community Centre,
- The full set of documents we also available on the Sowerby Neighbourhood Plan website and
- Links through Facebook
- Documents were sent to the statutory bodies.

**Consultation results**

25. It was felt as the community has a large percentage of people who are unable to use computers, or do not have access to computers that effort should be made to talk to people to get their views recorded, information should always be available in paper copies held very locally and within the nearest town.

26. Consultation results were released as completed and provided at every community meeting to ensure any comments on them could be provided to the forum.

27. All comments received by the forum on the reports commissioned and the work drafted were discussed at forum meetings and if found to be valid and in line with the overall ethos of the community were included in the draft policies of the plan.

28. The table below lists those who were consulted in the Regulation 14 period, if they responded and if that response had actionable comments. Any comments received in this period were discussed and if found to be valid and in line with the overall ethos of the community were included in the final draft policies of the plan

29. Those residents that commented have not been listed individually but comments can be viewed on request as can the responses from the statutory bodies.

Statutory Body	Reply Received	Actionable Comments/ Remarks
Local Community	YES	17 x Positive comments supporting the plan. 1 x comment on miss naming the schools – corrected in the plan. 1 x comment encouraging further restrictions on parking a traffic control. Comment considered but it was felt the current policies went far enough especially as current parking is outside the realms of the Neighbourhood Plan. 1 x comment on a watercourse missing from the map. Information passed to the Council for them to add to their data set. 1 x comment on a proposed site by neighbour. All the issues raised were covered by existing draft policies. No action taken.

Yorkshire Water	NO	NO
Yorkshire Water Sewerage	NO	NO
Together Housing	NO	NO
Sowerby Village School	NO	NO
Sacred Heart School	NO	NO
Ryburn Valley high School	NO	NO
Diocese of Wakefield	NO	NO
English Heritage	NO	NO
Environment Agency	YES	NO
Historic England Yorkshire Region	YES	Ensure Designated and Non- designated heritage assets are identified in the plan. Non-designated sites already included. Designated sites not included as they are within the Local Plan and easily discovered through the Council website..
Natural England	YES	NO
Sports England		
Coal Authority	YES	NO
Highways England	YES	NO
Calderdale CCG	NO	NO
Calderdale Council – Planning	YES	<p>NOTE: A further meeting with the council was held to come to a compromise with them over the comments. All the comments were found to be sound and relevant which lead to alterations in the plan.</p> <p><i>General Comments - Would the policy be more effective / enforceable should it include a specific requirement?</i></p> <p><b>SNPP1: Is this within the scope of a neighbourhood plan? Support could be made at application stage or during any consultation period of a Council initiative to control on-street parking along bus routes in the area.</b> Left in as it is an important issue in the area. Wording altered.</p> <p><b>SNPP2: Does the forum wish for the SNP to go further? Are there other mechanisms that may be stipulated as requirements in the policy?</b> Pushed to enhance the need within the area.</p> <p><b>SNPP3: The use of CIL will be for the SNP to determine in consultation with the Council and local community. Are these the only things that CIL will be spent on? It should not be restrictive in the NP.</b> As an unparished</p>

		<p>area there is no requirement for the council to consult with the Forum as such the request is paced in the plan to identify the need to the council.</p> <p><i>SNPP4: The current Unitary Development Plan requires a maximum parking allowance. Wording altered.</i></p> <p><i>SNPP5: Do the policies within the LPPD sufficiently address the issue?</i> The LPPD only deals with multiple dwellings being developed. This policy was reworded to take in to account the community need for this to happen for all dwellings built in the area.</p> <p><i>SNPP6: Is this within the scope of a neighbourhood plan? Is this outside the control of the planning function? While there is clearly strong justification for such a policy on ecological grounds, it would be advised that comments are sought from the Architectural Liaison Officer.</i> National studies have shown no increase in crime. The Police have no consented to comment even though invited. Within new developments it is a valid proposal, it is also useful for if the council seek to change existing policy in the future.</p> <p><i>SNPP7: 'Regardless of size' – note that some minor development, such as dormers, balconies and alterations/extensions may also require planning permission. A requirement that all development should incorporate SuDs may not be reasonable.</i> Rephrased with wording to eliminate minor development that would not be suitable.</p> <p><i>SNPP8: Note planning definition of major application is ten or more dwelling units. Should the SNP policy reflect this?</i> Wording altered and type of open space specified.</p> <p><i>SNPP10: Some duplication between the policy and LPPD policy BT3, which concerns landscaping schemes submitted as part of a planning application.</i> Agreed policy reworded to make more specific for the area and representative of rural character.</p> <p><i>SNPP11: The policy requires refers to access to existing community facilities that are likely to be outside the red edge of a planning application. Such requirement maybe beyond the scope /control of a planning application.</i> Policy reworded to identify community facilities and how to gain access.</p> <p><i>SNPP12: Is this an aspiration which should be elsewhere in the document, potentially supporting retail policy?</i> Agreed this is more of a strategic policy.</p> <p><i>SNPP13: The Deregulation Act made a significant change to the Planning and Energy Act 2008, by removing the clause which enabled Local Authorities to establish any additional local technical standards or requirements relating to the construction, internal layout or performance of new dwellings. The Building Regulation regime has established</i></p>
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		<p><i>standards for water consumption, energy, accessibility, security and space. Agreed reworded and elements that were unsuitable were removed.</i></p> <p><i>SNPP15: Sowerby lies within Zone C housing market location where residential developments of 15 or more will require a 25% affordable housing contribution. The SNP states that a 'significant proportion' will be required. Removed blanket support and identified the amount of affordable housing required in line with HNA.</i></p> <p><i>SNPP16: Does the wording of the policy need to include 'harm to non-designated assets will only be permitted where this is outweighed by the public benefit of the proposal'? Agreed wording altered and requirement of statement demonstrating impact inserted.</i></p> <p><i>SNPP17: Wording of these policies state 'proposals that have the potential to increase...'. Would this be a better form of wording? Unclear as to how much use a policy aimed at proposals that reduce pollution would be used. What type of development reduces air pollution? Wording altered universal support removed. Policy made positive not negative.</i></p> <p><i>SNPP18: Policy CC6 of the LPPD has a similar set of criteria and a specific section relating to wind energy developments. Does the SNP require additional control over and above the requirements of policy CC6? Policy included due to rural area and the fact that many farms and houses wish to put up individual wind turbines which are under 18m in height and so are not covered by the local plan.</i></p>
Homes England	NO	NO
West Yorkshire Police	NO	NO

