

Development Management Development Plan Document (DPD)

Statement of Consultation for Issues Phase

1.0 Introduction

- 1.1 This paper sets out how the consultation was carried out for the Issues phase of the Development Management DPD. Under revised PPS 12 the Issues consultation is not a specific event but a series of consultation activities, which were carried out from June 2009 onwards until the policies for the pre-submission DMDPD were formulated during November 2009, and is therefore referred to as a “phase” rather than a “stage”.
- 1.2 During the Issues phase, consultation took various forms, described in more detail below. Initially all individuals, statutory organisations and amenity groups were informed of the consultation process including the availability of material and local events. These included using focussed workshops as the main opportunity for discussion and consultation. In addition some specialised issues were dealt with through informal feedback from a variety of meetings, (some organised by others*) or by a formal meeting of “experts”. These were supplemented by further meetings or direct consultation and also making material including relevant research available on the web so that anyone could comment.
- 1.3 All of the consultation was in conformity with the Council's Statement of Community Involvement, adopted June 2006, with an addendum added in April 2009.

2.0 Purpose of the Issues Consultation

- 2.1 The Development Management DPD will take forward the adopted Core Strategy with more detailed policies which will be used to determine planning applications. The DMDPD has to be in general compliance with National and Regional policies unless evidence (which will be tested) suggests a variation. Where National, Regional or Core policy is sufficiently detailed local planning authorities are discouraged from introducing further local policies.
- 2.2 The purpose of the Issues consultation was therefore to:-
- explain the context as described above
 - explore the Issues raised by background research
 - ensure that all the relevant issues have been identified
 - understand community view(s) and the reasons for these views.

3.0 Background Research and Scoping

- 3.1 This phase started in January 2009 and provided information for the workshops. To decide on the policy areas and content, officers reviewed the existing National and Regional policy background (including the emerging Replacement London Plan), the detailed policies required by the Core Strategy and those within the saved UDP which needed to be replaced within the DMDPD, relevant corporate initiatives, the results of monitoring existing Development Plan policy and any existing and updated evidence such as housing, employment, retail and town centre land use studies. Background Papers were produced for each topic area and placed on the web.

http://www.richmond.gov.uk/development_management_dpd_issues_consultation.htm

4.0 Focussed Workshops

- 4.1 A series of 11 focussed workshops were arranged to cover the main policy areas, as follows:

June 2009

- 1 Flooding
- 2 Open land
- 3 Whitton
- 4 Teddington
- 5 East Sheen

September/October 2009

- 6 Richmond Town Centre
- 7 Sustainable Construction (expert and specialist workshop)
- 8 Twickenham Town Centre
- 9 Housing
- 10 Transport and Parking

November

- 11 Disability and Equality Action Partnership

Attendees

- 4.2 Letters were sent to Statutory Undertakers and main residents and business associations in May 2009 to advise them that the DMDPD Issues consultation process was starting and inviting them to express an interest in attending the workshops. As well as those expressing an interest, the following groups of people were specifically invited to each workshop:-
- 4.3 Delivery stakeholders e.g. Registered Social Landlords for Housing workshop, experts e.g. Environment Agency for flooding workshop, representatives of area specific organisations e.g. local societies or business associations, landowners, developers/agents who submit planning applications in the borough, public who have expressed a specific interest, relevant Councillors. Staff included officers from policy team, development control, and other expert officers – these were identified as important to this DPD as they would be involved in implementing the policies through the determination of planning applications.
- 4.4 In addition the meetings were advertised in the local paper (by public notice in June picked up with articles in the Richmond & Twickenham Times and Richmond Informer, and by public notice in September with a Council press release) and on the web to allow any members of the public to participate.

Preparatory Information

- 4.5 Issues Workshop Papers and Background Papers were prepared for each workshop put on line and sent to all participants registered in advance.
- 4.6 The Workshop Papers included all the questions which would be discussed at the workshop and the intention was that participants would be fully informed

prior to the event.

(http://www.richmond.gov.uk/development_management_dpd_issues_consultation.htm)

Format of Workshops

- 4.7 Workshops were focussed and structured, rather than open public meetings. The meetings were directed at the very specific questions which needed to be discussed by those who had an expertise or an interest. The structured format ensured that the meeting focussed on the important issues, at the end of each meeting there was an opportunity for any further issues to be raised as well as the invitation to send on any further comments after the meeting up until early October 2009. Participants were divided into smaller groups and with a facilitator invited to discuss each question, responses were recorded on flip charts and then each group facilitator fed back to the workshop, allowing a further opportunity to comment. It was made clear that comments would not be attributed to individuals, but comments sent to the Council after the meeting would be attributed. Participants were invited to complete an evaluation form at the end of the workshop.

After the workshops

- 4.8 The flip charts were written up and put online and attendees advised they had been published. At the end of the workshops, a letter was sent to all on the LDF database (approximately 1300 contacts) advising them of the process, providing a link to all of the information and response on the web and asking for any further views to be sent by mid October 2009.

Analysis of responses

- 4.9 An analysis of responses was made by workshop topic and also a complete analysis of all written responses received for the Issues phase, this showed how the responses were to be taken forward into policy making.
- 4.10 Although the consultation and particularly the workshops were generally well received a few participants were critical of the consultation process. For the reasons outlined in this statement, officers felt breaking down the issues consultation into a series of topics and using focused workshops was the most effective method to start the preparation of this technical DPD.

5.0 Other meetings

- 5.1 In view of the specialist nature of some policy areas meetings or discussions were held with specific internal or external groups and the results put on the web. These discussions took into account views from workshops and other events. These included:-

1. Heritage – meeting with 3 conservation officers
2. Design – meeting of Design Panel
3. Design and Development Control – meeting of Development control, design and appeals officers.
4. Social Infrastructure – meetings with NHS Richmond and officers in education and property
5. Employment – meeting with Economic Development officers

6.0 Policy Formulation

6.1 The information above was fed into the policy formulation process. A cross Party Members Panel was set up to consider the policies and any resultant changes to the proposals map. Members of the panel were Councillors Elengorn (chairman), Coombs, Mumford, Morris and Seymour. The following meetings were held to consider the policies:

- 22nd October – flooding, open land, rivers including changes to proposals map
- 5th November – town centres including changes to proposals map
- 17th November – housing, climate change adaptation
- 25th November – local character (housing, design and development control policies, social infrastructure
- 14th December - climate change mitigation, employment, transport and parking

7.0 Policy and Plan finalisation

7.1 Following the members panels the policies were finalised and surrounding text added. Sustainability and equalities issues were considered throughout the process in developing policy and prior to final agreement were subject to a Sustainability Appraisal and Equalities Assessment. These were made available as background documents to the following meetings prior to public consultation:

- Environment and Sustainability Overview & Scrutiny: 14 January 2010
- Cabinet: 18 January 2010
- Council: 26 January 2010.