

# Appendix 1 - Hengrove Park and Hartcliffe Campus Community Engagement Strategy

## Background

Bristol's Mayor has pledged to deliver 2000 homes of which 800 are affordable a year by 2020. The Council is committed to delivering new homes in the South Bristol and has recently agreed to develop proposals for Hengrove Park and Hartcliffe Campus sites which will lead to planning applications for both.

This paper sets out the Council's commitment to engaging with the community as it develops proposals for Hengrove Park and Hartcliffe Campus. It will also form the brief for the Multi-disciplinary team who will work with the Council and community to develop the planning applications. A detailed community engagement programme will be produced once the Multi-disciplinary team have been appointed.

## What is the purpose of the engagement?

1. To enable those living, working and operating in the area to inform the future development
2. To create a sense of ownership and involvement by real participation of the community in the planning and development process
3. To identify any areas of concern and address them in advance of submission of planning proposals.
4. To provide a clear and transparent process of engagement
5. To find out what the stakeholders and general public feel about the evolving proposals and to be able to update them on progress and feedback changes
6. To demonstrate that the proposals have benefited from the contributions of stakeholders, consultees and the public.

## Who will we engage with:

We will endeavour to engage with all members of the community and interest groups, but recognise that we will not be able to have detailed engagement with everyone on each issue. Therefore three levels of consultees will be established to inform the project.

1. We will establish a **Focus Group** to work with the Council and the project team to guide the process of consultation, and to act as a sounding board and link to the community surrounding Hengrove Park and Hartcliffe Campus. The focus group will comprise civic, political, professional, economic and social groups from a local area:
  - a. 3 x Hengrove & Whitchurch Park Ward Members
  - b. 1 x Filwood Ward Member
  - c. 1 x Hartcliffe & Withywood Ward Member
  - d. 3 x Hengrove & Whitchurch Park Planning Forum representatives
  - e. Phase 1 operators – Leisure Centre, Hospital, Skills Academy, TBYS
  - f. Local business rep
  - g. Ecology rep eg Avon Wildlife Trust
  - h. Young people rep
  - i. Knowle West Media Centre
  - j. Hartcliffe & Withywood Community Partnership
2. We will identify **key stakeholders** of the area – Appendix A shows draft list of key stakeholders
3. We will engage with the **general public** at key stages before the planning applications are submitted.

## How will we engage?

Group	Method	What
Focus Group	Email communications Meetings Face to face discussions Workshops	Detailed, specific queries Sounding board Options and proposals
Key stakeholders	Email communications Newsletters Project specific web pages Meetings	Topic discussions Options and proposals
General Public	Online newsletters Online surveys Project specific web pages Promotion of events through social media Press releases Consultation Finder Events / Exhibitions	Feedback from focus group and key stakeholders Options and proposals Exhibitions

## How will the Hengrove Park and Hartcliffe Campus project address the Council's 7 Consultation principles?

### 1. Time consultations well and allow sufficient time to respond

- Public consultations will last a minimum of 6 weeks
- Public consultations will avoid school and public holidays (unless appropriate to host during this time eg specific consultations with young people)

### 2. Clearly present information and encourage informed opinion

- Consultations will provide opportunity for the public to be informed of the constraints and opportunities of both Hengrove Park and Hartcliffe Campus schemes, as well as programme
- Consultation materials will be clear, relevant and in Plain English

### 3. Be well targeted and reach out to hard to reach groups

- Consultation event formats will be chosen to best suit the groups involved and will be held at accessible venues, such as Hengrove Leisure Centre, St Augustine's Church, Filwood Green Business Park, Bridge Learning Campus, Hengrove Play Park.
- An Equalities Impact Assessment has identified Age and Disability as the protected groups on which the scheme will have most impact.
- Consultations will endeavour to engage with all members of the community. To facilitate this it may be appropriate to engage specialist facilitators to consider specific areas of concern.

### 4. Offer genuine options and ask objective questions

- Consultations will clearly identify the scope of the consultation (ie areas where the consultation can influence).
- Consultations will clearly identify areas which the consultation process cannot influence
- Consultations will ask objective questions

## **5. Be well planned, managed and co-ordinated**

- a. Once the multi-disciplinary team are appointed a detailed programme of consultation will be published.
- b. An independent facilitator will be appointed to run, monitor and report on all of the consultations.
- c. Each communication will give a clear indication as to what consultees might expect, the timeframe of each consultation period, to whom and how best to communicate their views and proposed next steps.

## **6. Be listed on the Consultation Finder and be well communicated**

- a. All public consultation opportunities will be listed on Bristol City Council's Consultation Finder
- b. Information about the Hengrove Park and Hartcliffe Campus project and notification of consultation events will be posted on the Bristol City Council website and news releases will be issued by the Council press office
- c. Information will be advertised at key community locations such as Hengrove Leisure Centre, Family Cycle Centre, Libraries, Asda Whitchurch and through local newsletters such as The Knowledge newsletter, VOSCUR newsletter, Neighbourhood Planning Network.
- d. Information of consultation events will be circulated to those people who sign up to a project contact database

## **7. Provide fair, accessible feedback**

- a. At each stage of the consultation, the project team will provide a response to the previous consultation in the form of a report on the project website [www.bristol.gov.uk/sbhz](http://www.bristol.gov.uk/sbhz).
- b. A Statement of Community Involvement will be produced and submitted with the planning applications. This will document the consultation events, results and demonstrate how the project has responded to the consultation.

## **Headline programme of engagement before the planning applications are submitted**

April	Seek feedback on the Engagement Strategy Overview & Scrutiny
May '17	Establish Focus Group
May '17	Undertake Park User Research / fact finding exercise
Summer '17	Agree detailed consultation programme with consultant team
Summer '17	Engagement with Key Stakeholders
Autumn '17	Seek feedback on concept designs
Winter '17	Pre application designs and feedback
Spring '18	Outline planning consent

Further details of each stage of consultation will emerge once the multi-disciplinary design team are appointed.

## **Involvement when the planning applications have been submitted**

Once the planning applications have been submitted, the Council will publicise and seek comments on the planning application(s). The period in which to make comments is normally 21 days.

The council publicises planning applications by:

- a. Placing them on the 'Planning Online' webpages of the council's website. As well as viewing the application's details, these webpages allow the public to submit online comments;
- b. Writing to properties neighbouring the application site and relevant statutory and non-statutory consultees;
- c. Displaying a site notice;
- d. Placing advertisements in local newspapers.

## **Making a decision on the application**

Following the end of the consultation period, the council considers the comments received and makes a decision on the planning application having regard to development plan policies and all other relevant planning considerations.

Due to the scale of the development at Hengrove Park and Hartcliffe Campus, it is likely that development proposals will be decided by elected councillors at a Development Control Committee meeting. This is a public meeting with the opportunity for members of the public to speak by prior arrangement.

Officers' reports setting out delegated decisions or recommendations to the Development Control Committee summarise the comments received from consultation on the planning application. For major applications, officers' reports also summarise the involvement undertaken by the applicant and how it has influenced the proposed development.

Officers' reports and decision notices on whether to grant planning permission are placed on the council's website.

## Appendix A – Draft Key Stakeholder List

Avon and Somerset Constabulary
Avon Bat Group
Avon Fire & Rescue
Avon Scouts - 21st
Avon Scouts - 256th Hengrove
Avon Wildlife Trust
BPAC
Bridge Farm Primary School
Bridge Learning Campus - Primary School
Bridge Learning Campus - Secondary School
Bristol Civic Society
Bristol Cycling Campaign
Bristol Neighbourhood Planning Network - Hengrove Planning Group
Bristol Urban Design Forum
BT/Open Reach, Western Power (?others)
Christ Church Toddler Group
Cater Road Business Improvement District
Counterslip Baptist Church
Environment Agency
Filwood Green Business Park
First Group
Hartcliffe Community Park Farm
Hartcliffe Health & Environmental Action Group (HHEAG)
Hengrove & District Community Association/Community centre`
Hengrove and Whitchurch Park Neighbourhood Planning Forum
Hengrove Healthcare Clinic
Hengrove Park Leisure Centre
Highways England
HWCP (CATT Bus Service) @symes Community Building
Karin Smith MP - House of Commons
Knowle West Media Centre
Natural England
Neighbourhood Partnerships – emerging structures
New Fosseway School
Oasis Academy John Williams
Perry Court Infant School
Perry Court Junior School
Perry Court Primary School
South Bristol NHS Community Hospital
South Bristol Skills Academy
South West Ambulance Service NHS Trust
St Augustine's Church
St Bernadette Catholic Secondary School
St Bernadette Roman Catholic Primary School
St Bernadette's Rugby Club
SUSTRANS
Transport for Greater Bristol Alliance
U3A

Wansdyke Primary School
Wessex Water
West of England LEP
Whitchurch Health Centre
Whitchurch Library
Whitchurch Local History Society