



# Harrogate District LOCAL PLAN

**Harrogate**  
BOROUGH COUNCIL

## HOW CAN YOU GET INVOLVED?

Work is underway to prepare a Local Plan for the Harrogate district, which will set out the council's strategy for guiding development and conservation up to the year 2035. Once adopted as policy, the plan will be used to determine planning applications.

Your opinions matter to us. Regular consultations with the local community and key stakeholders are taking place throughout the preparation of the plan. These informal consultations provide an opportunity for you to have your say on issues such as where to locate new homes and jobs. Towards the end of plan preparation there will be a more formal consultation where you will be able to tell us whether you think the plan is sound.

This document sets out the main stages of Local Plan preparation<sup>1</sup>, the timescales<sup>2</sup>, and the opportunities for you to get involved<sup>3</sup>.

- 1 Statutory regulations governing Local Plan production are contained in the Town and Country Planning (Local Planning) (England) Regulations 2012
- 2 The timetable and arrangements for producing the Local Plan are formally set out in the council's Local Development Scheme (LDS) available on the council's website
- 3 More information about how the council consults during the preparation of planning policy documents, and when determining planning applications can be found in the council's Statement of Community Involvement (SCI) available on the council's website

### How can I be notified of Local Plan consultations?

You can register at any time by creating an account on the Planning Policy Consultation Portal and selecting to receive email notifications:

<http://consult.harrogate.gov.uk/portal>

If you have registered before there is no need to register again. If you do not have access to the internet you can register by writing to us (address below) at any time.

### How can I take part in consultations?

Once registered you can read and comment on consultation documents using the Planning Policy Consultation Portal.

<http://consult.harrogate.gov.uk/portal>

Documents can also be downloaded and/or printed from the portal.

If you do not have access to the internet you can view consultation documents at the main council offices in Harrogate, Knareborough and Ripon (details overleaf) and at the district's libraries. You can submit comments to:

Planning Policy, Planning and Development,  
Harrogate Borough Council, PO Box 787,  
Harrogate HG1 9RW.

# How can I get involved in the preparation of the Local Plan?

## 1. July 2015:

### **Six week consultation on Issues and Options: *Completed***

We asked for views and ideas on what the plan should achieve by 2035 and how new homes and jobs should be distributed across the district.

## November 2016:

### **Six week consultation on policies for managing development: *Completed***

We asked for views and ideas on the first draft of new policies to manage detailed aspects of developments.

## 2. October 2016:

### **Six week consultation on the draft Local Plan: *Completed***

We asked for views on a full draft of the new Local Plan. It included the proposed policies, draft site allocations for new homes and jobs, and draft development limits to be drawn around settlements.

## July 2017:

### **Six week consultation on the draft Local Plan: *Additional Sites***

We will be asking for views on additional draft site allocations, a draft allocation for a new settlement and provision for Gypsies and Travellers.

## What will happen during these consultations?

- All consultation material will be available to view on the Planning Policy Consultation Portal; at the council's main offices (Crescent Gardens in Harrogate, Knaresborough House, Ripon Town Hall); and in the district's libraries. Alternative formats will be available on request.
- We will email/write to everyone on our Local Plan consultee list at the start of the consultation. We will also spread the word by asking other sections of the council to publicise the consultation.
- We will hold staffed public exhibitions to provide an opportunity to view consultation material and to discuss your views and ideas.
- We will distribute posters showing information about the consultation and how to get involved to parish councils and residents' associations so they can be displayed on notice boards throughout the district.
- We will make use of social media as well as placing a notice in the local press and issuing press releases.

## What will happen to my comments once they have been submitted?

All comments will be recorded and published on the Local Plan Consultation Portal, alongside the name of the person or organisation making the comment. Comments made directly to the portal will be available to view within four weeks; comments made by other methods may take longer to publish. The key issues raised by the consultation will be identified. A report of consultation that includes a summary of the key issues as well as officer responses will be made available prior to the next stage of plan making.

## What happens once the Local Plan is prepared?

After your views have been considered, officers will recommend the plan to Full Council. Before the plan is submitted to the Secretary of State there is a formal stage of consultation when you can say whether you think the plan is 'sound' and meets the legal requirements. At this stage your comments will be considered by an independent inspector. This stage is known as 'Publication'. The information you provide at this stage must be submitted on a standard response form for the inspector. More information about these stages is set out below:

### 3. January 2018: Formal six week Publication Consultation on the Local Plan

- All consultation material will be available to view on the Planning Policy Consultation Portal; at the council's main offices (The Civic Centre in Harrogate, Knaresborough House, Ripon Town Hall); and in the district's libraries. Alternative formats will be available on request.
- We will provide guidance on how to complete the response form.
- We will contact everyone on our consultee list at the start of the consultation.
- We will place a notice in the local press.
- We will make use of social media as well as issuing press releases.
- The responses received will be available to view when the plan is submitted.

### 4. Summer 2018: Submission of the Local Plan to the Secretary of State

- After checking whether any final changes are necessary, the plan will be submitted to the Secretary of State and an Independent Inspector will be appointed to examine the plan. If any major changes are required, they will need to be considered again by Full Council before it is submitted.
- All consultees on our database will be notified that the submission documents are available for inspection and a notice will be placed in the local press.

### 5. Winter 2018: Examination of the Local Plan

- The Inspector will consider your views either through written representation or at the Examination. A Programme Officer will be appointed to manage this process.
- We will advertise the date, time and venue of the Examination on our website and in the local press.

### 6. Spring 2019: Adoption of the Local Plan

- Once we receive the Inspector's report it will be made available on the council's website and in libraries and council offices.
- The adoption of the plan will be considered at Full Council.
- We will inform interested parties of the adoption of the plan.

# What other methods of communication and engagement are being used during the preparation of the plan?

- Consultation with the council's District Panel.
- Targeted consultation with secondary school pupils across the district.
- Surveys of community representatives, such as parish councils.
- A flyer, distributed with Council Tax and Business Rate information in advance of the first consultation, setting out how to register on to the Planning Policy Consultation Portal and where to view the documents on the website.
- During the three to four weeks leading up to each of the consultations we will place a reminder on our website and use social media to communicate the consultation dates.
- Targeted events with specific bodies such as parish councils.
- Regular discussions with adjoining authorities and key stakeholders such as infrastructure providers on any key issues including cross boundary issues.
- You may also wish to discuss the emerging Local Plan with your District Councillor. You can find out contact details for your local Councillor on the 'Council and Democracy' section of the Council's website.

# How can I keep up to date on progress with the plan?

If you register on the Planning Policy Consultation Portal you can receive information on progress with the Local Plan and other key work of the council's Planning and Development service.



You can also view up to date information on the Local Plan and its evidence base by visiting the council's website and entering the search term **Emerging Local Plan:** <https://www.harrogate.gov.uk>