



**South  
Cambridgeshire**  
District Council

## **Sawston Village Design Guide Draft Supplementary Planning Document (SPD)**

### **Consultation Statement**

#### **(Town and Country Planning (Local Planning) (England) Regulations 2012 (Regulation 12))**

### **1. Introduction**

Under Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012 it is a requirement to prepare and make available a Consultation Statement setting out:

- (i) the persons the local planning authority consulted when preparing the supplementary planning document;
- (ii) a summary of the main issues raised by those persons; and
- (iii) how those issues have been addressed in the supplementary planning document;

This statement is a record of consultation undertaken during the production stage of the SPD prior to formal public consultation.

The Sawston Village Design Guide SPD has been prepared to assist in delivering the objectives as set out in Policy HQ/1: High Quality Design of the adopted South Cambridgeshire Local Plan 2018 as well as other related policies.

### **2. Preparation of the draft SPD**

South Cambridgeshire District Council as the Local Planning Authority has developed the draft SPD in collaboration with the local community and other stakeholders since autumn 2018.

The District Council as the Local Planning Authority contracted specialist consultants to work constructively with the local community and other stakeholders, through a series of workshops and events, during the autumn of 2018. A project champion was nominated by the village community and a community steering group was assembled comprising community members representing different interest groups, including the parish council.

Initial workshops were held with the steering group and other members of the local community to allow the community to voice their perceptions of the character of the village, and their priorities for design guidance to be included in the draft SPD. This input and how it is reflected in the document is captured in the Community Input section of the draft SPD (Chapter 3).

Further workshops and review sessions were held with the community steering group on early drafts of the SPD to gain feedback on the emerging guidance and to ensure that it reflected community priorities and a consensus view.

An initial workshop was also held by SCDC with officers from the development management (planning) team as key users for the SPD. This has helped to shape the form and content of the draft SPD. The emerging draft SPD was further reviewed by a nominated senior officer from the development management team to comment in more detail on its structure and content from a user perspective.



The SCDC officer workshop was held on 18 December 2018. The workshop was attended by officers from the following teams:

- Development Management Team
- Consultancy Team
- Policy team

The following table summarises the main issues raised through consultation with SCDC officers at the various stages of project review, and how they were addressed in preparing the draft SPD:

<b>Main issues raised</b>	<b>How issues have been addressed</b>
Documents should be concise	Documents have been structured and edited to ensure they are concise yet comprehensive
Characterisation of villages should be broken down into character areas	This has been applied consistently to all the Village Design Guides
Analysis of village edges is helpful in guiding officers	This has been added to all Village Design Guides
Overlaps with existing policy should be cross-checked for consistency	A full check against other policy and SPDs has been undertaken

### **3. Consultation on the draft Sawston Village Design Guide SPD**

It is proposed that a public consultation takes place on the draft SPD for a period of six weeks. As the draft SPD supports the South Cambridgeshire Local Plan, there is no further need to undertake a separate Strategic Environmental Assessment or Habitats Regulations Assessment for this document, although screening reports have been completed and will be made available during the consultation. An Equalities Impact Assessment has been completed and will be made available during the consultation.

### **4. Consultation Methodology**

A six-week consultation period for the draft Sawston Village Design Guide SPD will take place from 9am on 15 April 2019 to 5pm on 31 May 2019.

The draft SPD and other supporting documents will be available for inspection during the consultation period at the following locations:

- online on the Council's website;
- at South Cambridgeshire Hall, Cambourne Business Park, Cambourne, CB23 6EA; and
- at a public exhibition at Sawston Village College on 9 May 2019 from 3.30-8pm

Comments can be made using:

- the online consultation system: <https://scambs.jdi-consult.net/localplan/>; or
- by completing the consultation response form and either emailing or posting it to us at [vds@scambs.gov.uk](mailto:vds@scambs.gov.uk) or South Cambridgeshire Hall, Cambourne Business Park, Cambourne, CB23 6EA.

### **5. Next steps**

After the close of consultation, the key issues raised will be considered by the Council and changes made to the draft SPD where appropriate prior to adoption.