

## Appendix C

## **Copy of the initial letter requesting expressions of interest.**

Dear

### **Positively influencing the growth of Wellingborough – invitation to attend a stakeholder workshop – 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> May 2006**

I would like to invite you to express an interest in attending a stakeholder workshop on Tuesday 23<sup>rd</sup>, Wednesday 24<sup>th</sup> and Thursday 25<sup>th</sup> of May 2006 being hosted by the Borough Council of Wellingborough with support from Bee Bee Developments Limited and Bovis Homes. The workshop will be held at the Hind Hotel, Wellingborough and run by Jon Cooper & Tom Medcalf of independent facilitators Urban Design and Mediation.

The workshop will consider the planned expansion of Wellingborough, looking both at the town as a whole and specifically at the proposed growth areas to the north and east. The results of the workshop will inform the plans that are being prepared for the growth of Wellingborough. The results will be published and each attendee will be sent a copy. However, the number of attendees is limited for the 3-Day event in order to provide a focused and manageable group of local stakeholders that can inform the growth of Wellingborough. The number is limited to 40 attendees and will be finalised on a first come first served basis taking into account the need to provide a cross representation from non-professionals. Those expressing an interest, but failing to be included, will be alerted to 2 public exhibitions - one prior to the workshop and the other post-workshop - when broader views can be expressed and recorded.

The 3-Day workshop will be a collaborative event where local people, councillors, council officers, the prospective developers and other organisations with a stake and interest in how Wellingborough might be developed are invited to work together to guide the future development of the town and to positively influence its expansion.

You will already be aware that the final Milton Keynes and South Midlands Sub-Regional Strategy identifies the need for 12,800 new homes in Wellingborough by 2021, and indicates that we should have regard to the possible need for a further 28,000 homes in North Northamptonshire between 2021 and 2031. The published

North Northamptonshire Joint Planning Unit's paper *Preferred Options for North Northamptonshire* indicates that the preferred options for growth at Wellingborough are to the north and east of the town. This is the agreed context.

The aim of the workshop is to consider the plans further and for us all to understand how the town can grow sustainably, consider the particular opportunities and potential presented by the northern and eastern areas, and to achieve a consensus on the key aspects we would like to see in plans for the development of these two urban extensions.

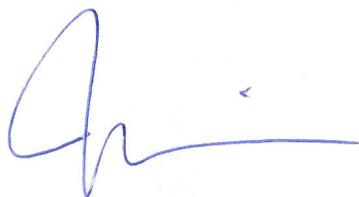
To give you an idea of the scope of the workshop it will start at 9.30am and run to 4.45pm each day and there will be a requirement to do site visits on foot and by coach. The second and third days will continue to develop the work of the first day so attendance on each day would be desirable, although not mandatory. Lunch and afternoon tea will be provided. We will send a detailed programme and joining instructions to those who have been selected in a second letter.

Attendance is by invitation only and I remind you that there are restrictions on the total number of attendees. Attendees will be selected on a first reply basis, so can I ask that you reply as soon as possible as we cannot guarantee attendance for late responses. The deadline for receipt of acceptances is Thursday 27<sup>th</sup> April 2006.

Please complete the attached response form and return to Jennifer Bell who is co-ordinating the event.

I look forward to meeting you at the event.

Yours sincerely



James Wilson  
Corporate Manager  
Sustainable Development

## **Copy of the follow up invitation letter to selected attendees.**

**Positively influencing the growth of Wellingborough – a stakeholder workshop – 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> May 2006. To be held at the Hind Hotel, Wellingborough.**

Dear.....

Thank you for your expression of interest in attending the May 2006 Stakeholder Workshop. We have had an extremely good response to the original request for indications of interest and on behalf of the Borough Council of Wellingborough, Bee Bee Developments and Bovis Homes I would like to ask you to attend the event as one of the 40 participant stakeholders.

The remaining part of this letter is a brief note to introduce the facilitators, outline the aims of the workshops and provide a detail programme for the event. In order to get the most out of the workshop we would like you to attend all three days if possible.

Dr Jon Cooper and Dr Tom Medcalf will run the workshop. They are the Directors of independent facilitators Urban Design & Mediation (UD+M). Both Jon and Tom carry out extensive urban design workshops and training for communities, local authorities and private developers and have recently run a number of similar workshops in and around the Northamptonshire area. As an additional expertise they also teach and research urban design at Oxford Brookes University.

The workshop will ask you to consider the planned expansion of Wellingborough, looking both at the town as a whole and specifically at the proposed growth areas to the north and east. The results of the workshop will inform the planning policies and development plans that are being prepared for the growth of Wellingborough. Specifically the workshop will examine the role that Wellingborough should have within North Northamptonshire by 2021 and the actions that will need to be taken to achieve that role.

The objective is to help identify common ground on a selected number of key issues concerning the development of the town:

1. Identifying Wellingborough's current role.
2. Specifying the role it should have by 2021.
3. Indicating key actions needed to deliver the desired role in terms of:
  - identifying existing character;
  - separation and/or integration of the town with its neighbouring communities;
  - movement & connections in terms of national, regional and local context;
  - the location of activities.

The method used is to bring together in a workshop event representatives of the main interested parties - local people, developers, councillors, land owners and council officers - and get them to work together to identify an agreed way(s) forward.

The workshop is set up to operate in a group-based format. All participants will be asked to work as part of small groups with other people with different skills and expertise. In this way it is hoped to break down some of the barriers that often exist between various parties and develop some common agreements.

On Day 1 we will consider the current role of Wellingborough as a whole within the North Northamptonshire sub-region and then we will consider what its role should be in 2021. In dealing with the Town and its surroundings we are all going to have to work within of a number of parameters - we cannot treat the area simply as a blank sheet. These initial parameters will be explained at the beginning of the workshop and may well, at the end of the workshop, have to be refined and and/or revised depending on the outcomes from the workshop exercises.

Having set the town-scale scene in terms of Wellingborough's current role and in 2021 on Day 1, we will look specifically at how development to the east of Wellingborough might contribute to the delivery of that role change throughout Day 2. We will look at how development to the north of Wellingborough could contribute on Day 3. We would remind you that on Day 2 and 3 we will leave the venue for a brief coach trip to the east and north areas.

You will find enclosed a detail programme for the three days. Throughout each day we will be comparing the work of each group, recording points of agreement, listing issues that arise and making note of actions that might need to be taken. On completion of the workshops the results will be summarised and passed on to all participants.

The venue for the workshops is the Hind Hotel – please find attached directions.

The format for the workshops will be based on us all “having a go” working with other interested people to produce something useful for the growth of Wellingborough.

I look forward to meeting you on the 23<sup>rd</sup> May 2006.

Yours sincerely

James Wilson  
Corporate Manager  
Sustainable Development

## **Copy of the follow up letter to those not invited to attend**

### **Positively influencing the growth of Wellingborough – a stakeholder workshop – 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> May 2006**

Dear .....

On behalf of the Borough Council of Wellingborough, Bee Bee Developments and Bovis Homes, I would like to thank you for expressing an interest in attending the May 2006 Stakeholder Workshop. We have had an extremely high response to the original request for indications of interest. I am afraid that due to the high response rate, tight limits on numbers and the need to ensure a balanced mix of attendees, on this occasion it is not possible for us to offer you a place at the event. We would however appreciate your input and I have listed below two opportunities for your views to be expressed.

i) Please find attached a questionnaire that tries to get an in-sight into the current role of Wellingborough and what it could be in 2021 – the focus of the workshop – asking for your views on what this might be and on how you think it might be achieved. The questionnaire will also be available to the public at an all day exhibition in the Swansgate centre, Wellingborough on Friday 12<sup>th</sup> May 2006. The results of the questionnaires will be presented as part of the feed back on the workshop event. We hope that you can find the time to complete the questionnaire and return it in the reply paid envelope to the address shown.

ii) An exhibition of the workshop results will take place on 2nd June 2006. Your views on the workshop results would be appreciated and can be made by completing a questionnaire at the exhibition.

Thank you once again for your interest in attending the workshop, I regret that on this occasion it has not been possible for you to be directly involved, but as this is only part of our on going consultation process regarding the growth of Wellingborough I hope there will be further, future opportunities for your views to be expressed.

Yours sincerely

James Wilson  
Corporate Manager  
Sustainable Development