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**TITLE: BURWELL MASTERPLAN – ISSUE STAGE PUBLIC CONSULTATION PROPOSALS**

Committee: Burwell Masterplan Working Party

Date: 8<sup>th</sup> September 2011

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[L98]

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1.0 ISSUE

1.1 To receive proposals for the Burwell Masterplan issues stage public consultation.

2.0 RECOMMENDATIONS

Members of the Working Party are requested to:

- a) Make comments on the draft Burwell Masterplan Issues Stage Community Questionnaire
- b) Recommend the draft community questionnaire for public consultation purposes, subject to any amendments agreed under (a) above.
- c) Approve the consultation approaches being proposed for the public consultation work.
- d) Advise whether the working party should invite representatives of any of the key stakeholder organizations to a future meeting to discuss any particular issues in more depth.

3.0 BACKGROUND

3.1 The Burwell Masterplan Consultation Strategy was adopted at the Working Party meeting held on 28<sup>th</sup> July 2011. It proposes a number of activities during the two week issues stage consultation to run from 19<sup>th</sup> September – 30<sup>th</sup> September 2011.

4.0 PROPOSED CONSULTATION ACTIVITY

4.1 Community Questionnaire – A community questionnaire, to obtain local peoples views on the issues they think the Burwell Masterplan should consider, will be printed in the Burwell Bulletin on 17<sup>th</sup> September 2011. The Bulletin is delivered to every household in the village, giving everyone an opportunity to have their say. Collection of questionnaires could be via local champions or collection boxes could be located around the village.

- 4.2 A copy of the draft community questionnaire is attached for comments.
- 4.3 Burwell Masterplan Drop-in Event – Following requests for a public event from those present at the last Working Party meeting, it is proposed that a drop-in event be held at the Gardiner Memorial Hall on either Saturday 24<sup>th</sup> September or Saturday 1<sup>st</sup> October 2011. The purpose of the event will be to allow local people to drop-in to ask questions and/or discuss any issues or concerns with officers and Members of the Working Party. It is anticipated there will be displays highlighting some of the findings from the desk research and maps for people to write their ideas/comments on. The advantage of a drop-in over a focus group is that it will allow more people to participate, but still capture views about issues that the research may not have identified to date. Members of the working party are asked to reserve the dates in their diaries.
- 4.4 Unmanned Displays – It is proposed that Officers contact a number of local shops and public buildings to ask them to host a display promoting the Masterplan process, the questionnaire and the drop-in event, to increase awareness of the consultation.
- 4.5 Stakeholder Meetings – Officers are planning to meet with representatives from Cambridgeshire County Council, The National Trust, Forest Heath District Council, The Highways Authority, Anglian Water and other organisations during the consultation period to ascertain their views on Burwell and any plans for future development/improvements in the village. The working party is also asked to consider whether they wish representatives of any of these stakeholders to be asked to come to a future meeting to discuss issues in more depth.
- 4.6 Young People – Consultation with young people in Burwell, working with the County Council Youth Development Co-ordinator, is also planned to take place when the new school year starts.
- 4.7 Press and PR - To publicise and raise awareness of both the questionnaire and the drop-in event to maximise participation, posters will be put up around the village and press releases submitted to the local newspapers.
- 5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT
- 5.1 Room hire and printing costs will be met from existing budgets.
- 5.2 An Equality Impact Assessment (INRA) will need to be carried out on the final Burwell Masterplan document.
- 6.0 APPENDICES
- 6.1 Draft Burwell Masterplan Issues Stage Community Questionnaire

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<b><u>Background Documents</u></b>	<b><u>Location</u></b>	<b><u>Contact Officer</u></b>
Draft Burwell Masterplan Working Party Meeting Minutes 28/06/11	Room FF102, The Grange, Ely	Sally Bonnett Infrastructure and Projects Officer (01353) 616451 E-mail: sally.bonnett@eastcambs.gov.uk
Burwell Masterplan Consultation Strategy		



# Burwell Masterplan Issues Stage Community Questionnaire

## Public Consultation 19<sup>th</sup> September – 30<sup>th</sup> September 2011

### What are the key issues that the Burwell Masterplan should consider?

East Cambridgeshire District Council is preparing a Masterplan for Burwell to provide for the long-term development of the village over the next 20 years. The masterplan will reflect community needs and ensure that any future housing growth is co-ordinated with infrastructure, transport and employment provision to provide long-term sustainability. The Masterplan will help build consensus about the future of Burwell and identify priorities for action. The first stage of work is about identifying the key issues for the village.

**Your views and participation in this Masterplanning process are important** – the Working Party is keen to ensure that the Masterplan is one that the local community support, so please let us know what you think.

An electronic version of this questionnaire can be found on the Council’s website and it can be completed on line at [www.eastcambs.gov.uk/masterplans/burwell-masterplan](http://www.eastcambs.gov.uk/masterplans/burwell-masterplan). If you require this questionnaire in a different format (e.g. braille, large print, audiotape/CD) then please contact the Council’s main reception on **01353 665555**, or email [translate@eastcambs.gov.uk](mailto:translate@eastcambs.gov.uk). Please note that the information that you provide in this questionnaire will be processed in accordance with the Data Protection Act 1998.

### Are you answering this questionnaire as...?

(Please tick all boxes that apply to you)

- A resident of Burwell
- An employee in Burwell
- A resident of a local town/village/ rural community within 5 miles of Burwell
- An employee of a local town/village/rural community within 5 miles of Burwell
- A visitor to Burwell. Please state the town/city where you normally live.....
- A local business owner
- A developer or agent of a local landowner
- A representative of an organisation
- Other (please give details).....

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1. How strongly do you agree or disagree with the following statements? (Please tick the relevant box)

	Strongly agree	Agree	Neither agree	Disagree	Strongly disagree	Don't know
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			nor disagree			N/A
Burwell is a great place to live						
I regularly speak to my neighbours						
There are adequate primary school facilities in Burwell						
The community facilities in Burwell are good						
The sports facilities in Burwell are good						
The village has improved over the past 5 years						
Burwell needs to grow so that it can have more facilities						
I cannot buy what I want in Burwell						
The centre of Burwell requires improvement e.g. to buildings, pavements, landscaping.						
It would be better if there was more of a village centre with more shops						
I think the number of shops in Burwell now is about right.						
The entrances to the village require improvement.						
More green open spaces are needed in Burwell						
We have enough green open spaces but their facilities need improving						
Better walking and cycling routes are needed around Burwell						
The Masterplan should seek to encourage new businesses to Burwell						
More jobs are needed in Burwell						
The Wicken Fen Vision proposals offer opportunities for Burwell						
Burwell could make more of its tourism potential eg accommodation, tea shops etc						
The Weir/Lodes should be enhanced						
Traffic congestion is an issue in Burwell because of the lorries.						
Traffic congestion is an issue for Burwell because of commuters.						
A bypass for Burwell would be value						

for money						
Burwell needs more private houses						
Burwell needs more affordable housing						
The Lodes should be enhanced						
Burwell should not become a town but stay as a village, even though this might mean fewer local facilities.						

2. If you have any comments you would like to make about any of the statements above, please give details below

(Add text box)

3. If you are employed, where is your place of work? (Please tick the relevant box)

- Burwell
- Cambridge
- Ely
- Newmarket
- Elsewhere in Cambridgeshire
- London
- Other (please specify)

(Add tick boxes and text box for 'other' response)

4. If you have school age children, which school(s) do they attend? (Please tick all the boxes that apply)

- Burwell Village College (primary)
- Swaffham Prior Primary School
- Bottisham Village College
- Soham Village College
- Long Road Sixth Form College
- Hills Road Sixth Form College
- Other (Please specify)

(Add tick boxes and text box for 'other' response)

5. Which option best describes how often you shop in Burwell? (Please tick the relevant box)

- Frequently – more than once a week
- Regularly – more than once a fortnight
- Monthly
- Less often
- Never

- Other (please specify)

(Add tick boxes and text box for 'other' response)

6. Do you shop in neighbouring towns/cities? (Please tick all the boxes that apply)

- No
- Yes – Cambridge
- Yes – Ely
- Yes - Newmarket
- Yes – Bury St Edmunds
- Other (please specify)

(Add tick boxes and text box for 'other' response)

7. Which local villages/towns do you visit regularly i.e. more than once a fortnight? (Please tick all the boxes that apply)

- Cambridge
- Newmarket
- Soham
- Ely
- Bottisham
- Exning
- Reach
- Fordham
- None of these
- Other (please specify)

(Add tick boxes and text box for 'other' response)

Please write the reason for your visit below

(Add text box)

8. How do you think the village could be improved? Please select **3** of the options below that you feel would most improve Burwell (Please tick a maximum of 3 boxes only)

- More shops selling food and everyday goods
- More shops selling specialist goods e.g. clothes furniture
- More community facilities and services being located in the village
- More employment uses in the village
- Better transport services from Burwell to other nearby towns and communities
- More restaurants and pubs
- Community events in the village
- A higher quality village environment – investment in shop frontages, pavements etc

- More parking spaces and improved traffic circulation
- More sports facilities
- Other (please specify)

(Add tick boxes and text box for 'other' response)

9. Which community facilities in Burwell do you use? (Please give details below)

Add text box

10. What community facilities/services are missing in Burwell that you would use more than fortnightly? Please write your answer below

Add text box

11. Burwell Village College Primary School is at capacity. In order to ensure enough spaces for Burwell children should: (Please tick the relevant box)

- The existing school be expanded into a larger school on existing site
- A new primary school be provided
- Other (please specify)

(Add tick boxes and text box for 'other' response)

12. How could the existing green open spaces in Burwell be enhanced? (Please tick all the boxes that apply)

- Provide more play equipment for young people
- Create more allotments
- Create a village park
- Riverside/Lodes/Marina developments
- Other suggestions (please specify)

(Add tick boxes and text box for 'other' response)

13. Which areas of Burwell are in need of enhancement? Please give details below

Add text box

14. What would encourage you to walk and/or cycle around Burwell more? Please give details below

Add text box

15. Would you be prepared to consider different forms of public transport provision such as through Dial a Ride, minibuses or other social enterprise schemes? (Please tick the relevant box)



- Yes
- No
- Don't know

**Add tick boxes**

16. What would be the main factors that influence how you would use such services? (Please tick all the boxes that apply)

- Frequency of service
- Convenience in terms of access to destinations
- Cost
- Other (please specify)
- 

**(Add tick boxes and text box for 'other' response)**

17. Should Burwell be developed as more of a tourism centre, given the proximity of a number of visitor attractions. (Please tick the relevant box)

- Yes
- No
- Don't know.

If yes, what 3 things could be done to encourage more local visitors/tourists to Burwell. (Please tick a maximum of 3 boxes only)

- More tourist accommodation in the town
- Improve the pubs and restaurants in Burwell
- Encourage local shops and businesses to carry tourist information literature about local visitor attractions
- Improve existing heritage features and walks around the town
- Develop a website to promote the town as a tourist destination
- Hold more events to attract tourists to the area e.g. markets, fete, cultural events
- Moorings/marina/development of the Lodes
- Develop more linkages with the Wicken Fen Vision and Devils Dyke visitor attractions
- Other suggestions (please specify)

**(Add tick boxes and text box for 'other' response)**

18. Have you or members of your family or friends who live in Burwell experienced any difficulty in finding housing/accommodation in the village? If so, what type of house was being sought? (Please tick all the boxes that apply)

- Flats and apartments
- 1 Bedroom homes
- 2 Bedroom homes
- 3 Bedroom homes

- 3+ bedroom homes
- Retirement/disability housing
- Homes for first time buyers
- Affordable housing
- Other (please specify)

19. Are more facilities needed for the elderly?

Yes

No

Don't know

If yes, please give details of type, possible location etc below.

(Add tick boxes and text box for 'other' response)

19. Do you feel Burwell needs more sports facilities? (Please tick the relevant box)

- Yes
- No
- Don't know

If yes, please give details of type, possible location etc below.

(Add tick boxes and text box for 'other' response)

20. If more employment is needed in Burwell what sort of jobs are required? (Please tick all the boxes that apply)

- Office based jobs
- Administration jobs
- Vocational jobs
- Manual jobs
- Professional jobs
- Trade skills jobs
- Other (please specify)

(Add tick boxes and text box for 'other' response)

21. What initiatives/schemes could be introduced in Burwell to help mitigate climate change and/or increase energy efficiency? Please write your suggestions below

Add text box

22. I think the recent level of growth in Burwell has been (please tick one box)

- Too high
- About right
- Too low

22. Do you think Burwell is a special place and if so, what makes it special? Please write answer below

Add text box

#### **Additional Comments**

Please use this space to comment further and to put forward your ideas for the Burwell Masterplan. (Continue on a separate sheet if necessary).

Add text box

#### **RETURNING THE QUESTIONNAIRE**

Please return the community questionnaire by Friday 30<sup>th</sup> September 2011 to **Burwell Masterplan, East Cambridgeshire District Council, The Grange, Nutholt Lane, Ely, Cambs, CB7 4EE**. There will be deposit boxes at XXXXXX and prepaid envelopes can be made available if required. If you fill out an online questionnaire (available on the Burwell Masterplan page of the Council website – [www.eastcambs.gov.uk](http://www.eastcambs.gov.uk)) then you only need to submit the questionnaire electronically.

All comments will be collated into a report that will be considered by the Burwell Masterplan Working Party in Autumn 2011.

#### **THANK YOU FOR YOUR HELP**

If you would like to be added to the contact database to order receive updates on the Burwell Masterplan, please write your contact details below.

Name

E-mail address

Postal address

If you have any comments or ideas for the Burwell Masterplan, or would like more information, please contact **Burwell Masterplan, East Cambridgeshire District Council, The Grange, Nutholt Lane, Ely, Cambs, CB7 4EE, telephone 01353 665555 or email [masterplan@eastcambs.gov.uk](mailto:masterplan@eastcambs.gov.uk)**

Include information about drop-in event

## **Burwell Masterplan - Monitoring Information**

It would be useful if you could give us a few details about yourself. This will help us to check whether a cross section of the community has had a chance to contribute to the consultation. On receipt the information in this section will be separated from your questionnaire response, it will be kept strictly confidential and used only for Burwell Masterplan monitoring purposes within the District Council.

### **Please tick the appropriate box**

Sex       Male                       Female

Status       Employee                       Homeworker                       Self-employed  
 Unemployed                       Retired                       Student

Age       Under 20 years       21-34       35-49       50-64       65+

### Ethnic origin

White       British  
 Irish  
 Other white background (*please specify*) .....

Traveller     

Mixed     

ethnicity

Chinese     

Asian or       Indian

Asian British       Pakistani

Other Asian background (*please specify*) .....

Black or       African

Black British       Caribbean

Other black background (*please specify*) .....

Other ethnic group (*please specify*) .....

### Disability

Under the Discrimination Act a person has a disability if he/she has a physical or mental impairment, which has a substantial and long-term effect on his/her ability to carry out normal day to day activities. Do you consider yourself to have a disability?

Yes                       No