



Local Development Framework

Statement of Community Involvement

June 2007



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Если Вы хотите получить эту информацию на каком-либо другом языке, пожалуйста, сообщите об этом в Районный Совет Восточного Линдси

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LN11 8UP
Telephone 01507 601111
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Preface

New legislation means that our Local Plan (The East Lindsey Local Plan) is about to be replaced by a collection of planning documents called a **Local Development Framework (LDF)**

This document is called the **Statement of Community Involvement (SCI)** and explains how and when the Council will consult with communities and other interested parties in drawing up all of the documents that will make up the LDF.

It has been prepared in compliance with the statutory consultation requirements of the Town and Country Planning (Local Development) (England) Regulations 2004. You can see these regulations in full at www.opsi.gov.uk/si/si2004/20042204.htm or at the Council's headquarters at Tedder Hall, Manby, during normal office hours.

This document was adopted on 27th June 2007 following two formal consultation exercises in May/June 2006 and October/November 2006. Arising from the consultations, changes were made to the document and submitted to the Secretary of State for Communities and Local Government. The adopted SCI includes further changes required or suggested by the Inspector, appointed by the Secretary of State, who now considers the document to have passed the nine tests of soundness listed under Appendix 3. The stages of the document's preparation are shown in Diagram 1.

Stages in the Preparation of the SCI

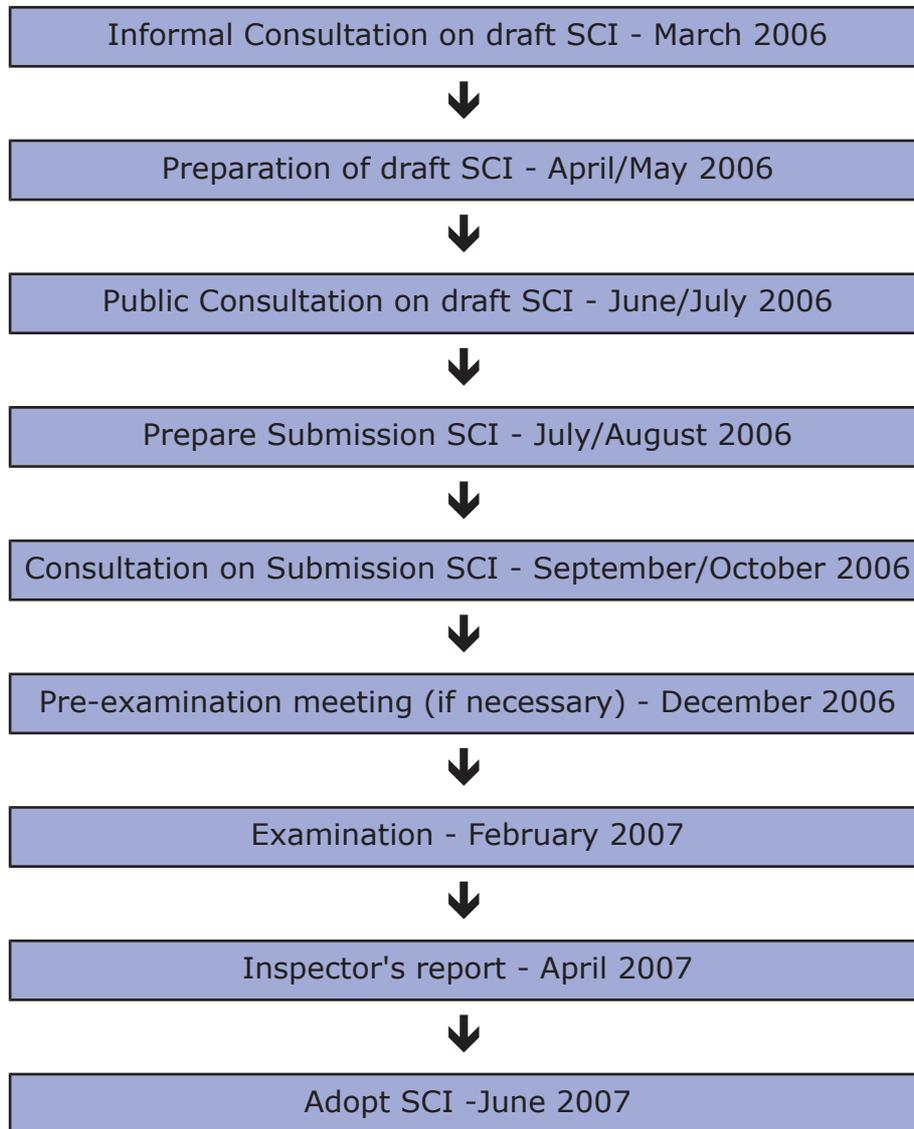


Table 1 The Stages in the Preparation of the Statement of Community Involvement

Glossary

JARGON BUSTING

The new Local Development Framework process has given rise to a whole new vocabulary and numerous abbreviations and acronyms. Most are legal terms and can rarely be avoided, especially in this document. The following glossary should help explain them.

Term	Description
The Act :	This refers to the Planning and Compulsory Purchase Act 2004, which introduced the new Local Development Frameworks to take over from Local Plans.
Area Action Plan :	This is a Development Plan Document prepared at any time to set planning guidelines to manage change in a particular area (especially those under pressure for development), which will be included in the Local Development Framework.
Annual Monitoring Report :	The Council produces this report each year to monitor progress on the Local Development Scheme and to judge the effectiveness of the Local Development Documents. It will also evaluate the effectiveness of community involvement in the preparation of the Development Plan Documents.
The Development Plan :	This is the name used to refer to a collection of spatial planning policies for the area. It is made up of the Regional Spatial Strategy (sometimes called the Regional Plan) and the Development Plan Documents contained in the Local Development Framework. In East Lindsey this will consist of the East Midlands Regional Spatial Strategy (RSS 8) and the East Lindsey Development Plan Documents.
Development Plan Documents (DPDs) :	These are the most important planning policy documents prepared by the Council as part of the Local Development Framework. They will include:- <ul style="list-style-type: none"> ■ a Core Strategy (setting out the long-term spatial strategy for East Lindsey and strategic policies to deliver it); ■ broad Development Control Policies to ensure all development meets the vision and strategy in the core strategy. ■ site-specific allocations of land;

Term	Description
	<ul style="list-style-type: none"> ■ Area Action Plans (where needed, these will be used to provide a planning framework for areas of change and conservation and can be prepared on a rolling programme as and when necessary); ■ a Proposals Map (with inset maps where necessary); and
Local Development Documents (LDDs) :	This is the collective name for Development Plan Documents (DPDs), Supplementary Planning Documents (SPDs) and the Statement of Community Involvement (SCI) that, together, make up the Local Development Framework.
Local Development Framework (LDF) :	The LDF is a portfolio of Local Development Documents (LDDs) that will provide the spatial planning strategy and all local planning policies for the district, eventually replacing the Local Plan.
Local Development Scheme (LDS) :	This sets out the programme and timetable for the preparation of the Local Development Documents.
Planning Policy Statements (PPSs) :	These are documents that set out Central Government's national land use planning policies for England. They have begun to take over from the earlier Planning Policy Guidance Notes (PPGs). All policy documents within the Local Development Framework are expected to conform to this national guidance.
Planning Policy Statement 12 : Local Development Frameworks (PPS12) :	This PPS sets out the Government's requirements and guidance on producing Local Development Documents that will make up the Local Development Framework.
Proposals Map :	This map shows where the development plan's policies and proposals will apply (it may include inset maps for individual settlements or areas).
Regional Spatial Strategy (RSS) (aka Regional Plan):	This is prepared by the regional planning authority, and sets out the strategic policies for the development and use of land across the region. It forms the strategic basis for Local Development Frameworks. East Lindsey falls within the area covered by the East Midlands Regional Spatial Strategy (RSS8).
The Regulations :	This refers to the Town and Country Planning (Local Development) (England) Regulations 2004, and the Town and Country Planning (Transitional Arrangements) Regulations 2004, which are legal documents laying down the rules that local planning authorities must follow when preparing Local Development Plan Documents.

Term	Description
Statement of Community Involvement (SCI):	This is the name for this document. It sets out the ways the local planning authority intends to involve the community in the preparation, alteration and review of all development documents and in significant development control decisions. This is not a development plan document but has been subject to independent examination. A consultation statement showing how the local planning authority has complied with its own statement of community involvement will be required for all local development documents.
Strategic Environmental Assessment :	Strategic Environmental Assessment (SEA) is the term used internationally to describe the testing of policies, plans and programmes against environmental criteria. The European SEA Directive (2001/42/EC) requires that formal environmental assessment is carried on certain plans and programmes, including all Development Plan Documents in the Local Development Framework. It will form part of the Sustainability Appraisal.
Supplementary Planning Documents (SPDs) :	These provide guidance to supplement the policies and proposals set out in the Development Plan Documents. They will not form part of the Development Plan or be subject to independent examination.
Sustainability Appraisal :	This is required under the Planning and Compulsory Purchase Act 2004 to be undertaken for Local Development Documents to ensure that their policies and proposals reflect sustainable development objectives (i.e. social, environmental and economic factors). In our case this will be prepared by an independent specialist organisation and will incorporate the Strategic Environmental Assessment.

Table 1 Glossary

1 Introduction

1.1 Local Development Frameworks (LDFs) are set to replace Local Plans. They show where future development will take place and provide the policies that will be used for deciding planning applications. Unlike the Local Plan, the LDF is made up of a number of documents which can be revised separately, providing a more versatile and up-to-date set of plans and policies (see para 2.1).

1.2 We will consult on each document of the Local Development Framework separately, providing regular opportunities for the community to have its say about the future of the District. This document, the **Statement of Community Involvement (SCI)**, sets out when those opportunities will be and the different ways you can become involved.

1.3 The SCI also explains how the Council will consult people on planning applications. This is set out in **Part Two**, chapter 9.

1.4 Community involvement in the preparation of the LDF will help the Council to create a document that reflects the views and ambitions of communities. In particular, your early involvement in the LDF will help provide information and raise issues that we may not have thought of before. We will give you written feedback on your responses to consultation so that you can see how they have been acted upon.

Planning Aid

1.5 Planning Aid is a charity offering free, independent and professional advice on planning issues to those individuals and community groups who cannot afford to pay planning consultants. It can help with:-

- Making sense of the planning system;
- Advising on how to take part in planning policymaking;
- Commenting on planning applications;
- Applying for planning permission or appealing against planning refusals;
- Advising on making presentations at Public Inquiries or Hearings.
- Preparing parish plans.

1.6 Our Council has a "Planning Aid Community Champion" to act as a bridge between the local community and Planning Aid. At present, this is Robert Bowe, who can be contacted on 01507 601111 extension 661 or by e-mailing bob.bowe@e-lindsey.gov.uk

1.7 East Midlands Planning Aid has a helpline at 0870 8509802 (Mon, Wed, Thurs, otherwise answerphone) or can be contacted by email at emcw@planningaid.rtpi.org.uk

1.8 You can visit Planning Aid's website at www.planningaid.rtpi.org.uk , or via the link on ELDC's own website www.e-lindsey.gov.uk

2 The Local Development Framework

2.1 The Local Development Framework will be made up, primarily, of two different types of document

1. **Development Plan Documents (DPDs)**

The Council is proposing to produce four Development Plan Documents:-

- a Core Strategy (including key policies),
- Development Control policies,
- Settlement Proposals, and
- a proposals Map (with inset maps as necessary).

The Council may also decide to prepare other DPDs, such as Area Action Plans, later.

2. **Supplementary Planning Documents (SPDs)**

These provide more detailed guidance on specific issues or sites. The Council is only proposing to produce a Planning Obligations SPD at this stage. Others will follow. The following documents will also be part of the Local Development Framework:-

- Statement of Community Involvement (SCI)
This document sets out how and when the Council will involve the community in the preparation of the Local Development Framework.
- Annual Monitoring Report
This is produced each year by the Council to measure the performance of the Local Development Framework over the course of the year. It will also evaluate the effectiveness of community involvement.
- Local Development Scheme

This document already exists and sets out the agreed programme and timetable for preparing the Local Development Framework. It can, however, be amended over time.

2.2 The following diagram shows how these documents fit together to form the Local Development Framework

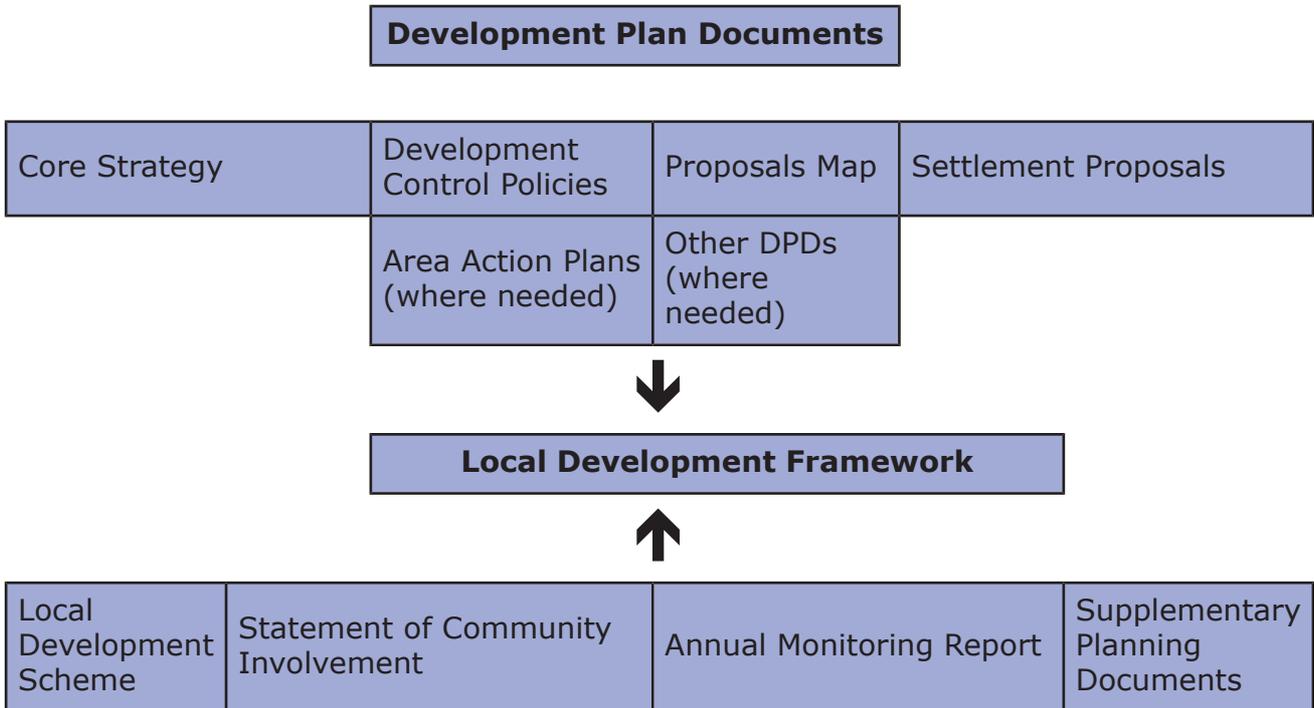


Table 2.1 Structure of the Local Development Framework

2.3 In addition, other technical documents will be produced which are not part of the Local Development Framework but which contribute to it. An example is the Sustainability Appraisal (SA). This aims to make sure that the Local Development Documents promote outcomes in which environmental, economic and social objectives are achieved together over time. It will be carried out by an independent specialist. A Sustainability Appraisal also satisfies European law by incorporating a Strategic Environmental Assessment.

2.4 The following two chapters set out what documents the Council will produce and how it proposes to consult on each one.

3 The Different Consultation Stages

Consultation on Development Plan Documents

3.1 There will be three stages of consultation for each of the Development Plan Documents (DPDs). The Proposals Map DPD will be prepared over time as it will show, on a map, what is contained in the other three DPDs. Therefore, it will be available for comment at their appropriate consultation stages.

stage 1 Early engagement

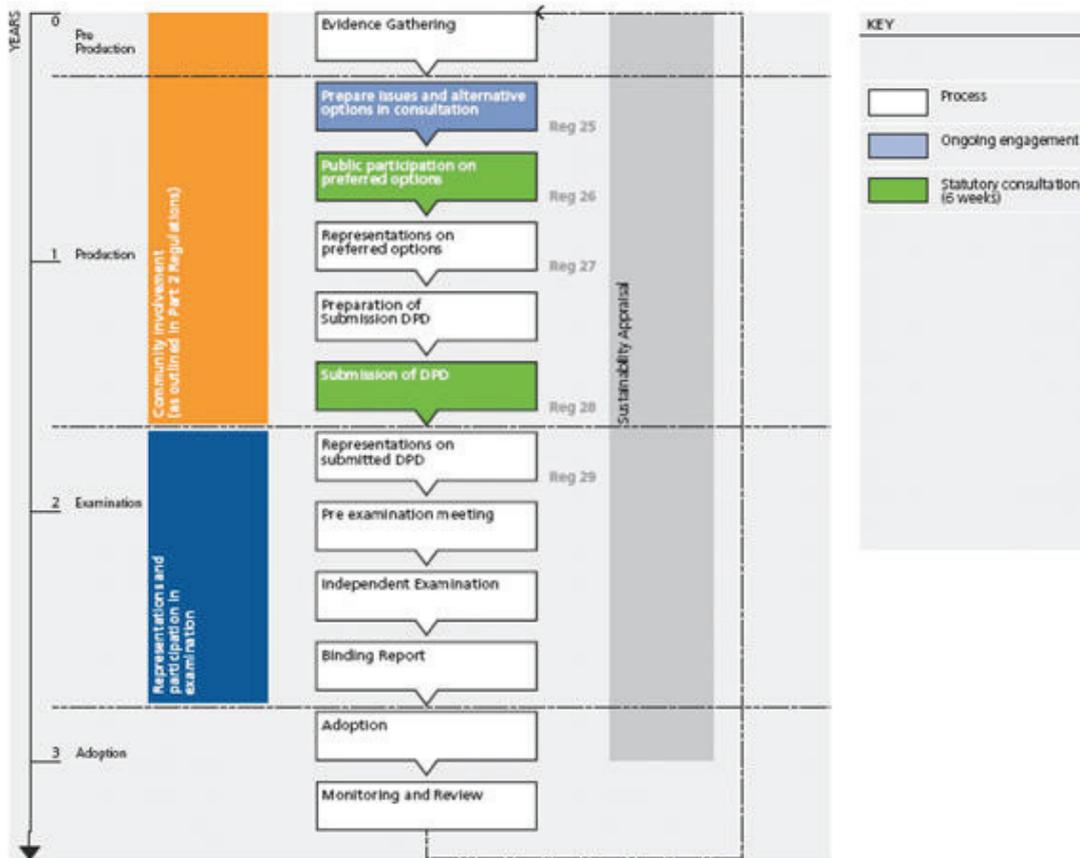
We will involve the public and other interested parties at an early stage, prior to deciding on the content of each document. Early engagement will help the Council to better understand the issues and work up options for Council policy.

stage 2 Pre-Submission Consultation (on Preferred Options)

Options will be developed from the information gathered during the early engagement with the community. As soon as the options have been developed there will be a consultation period of six weeks to gather views on the Council's preferred options.

stage 3 Consultation on the submitted document

Finally, the Council will submit the DPD to the Secretary of State for approval. At the same time six weeks will be allowed for the public to comment upon the submitted document. In the case of the Settlement Proposals DPD the Council will also publish and consult on any alternative sites proposed. All comments received will be submitted to the Secretary of State for examination by an independent inspector, who will decide if any changes need to be made. His/her decision is final.



Picture 3.1 The Development Plan Document process

Consultation on Supplementary Planning Documents

3.2 For the Planning Obligations (and any subsequent) SPD two stages of consultation will take place.

stage 1 Early engagement

The Council will informally involve local communities and other groups in the preparation of draft Supplementary Planning Documents. This could include the use of questionnaires, workshops, meetings and interactive community events such as planning-for-real exercises.

stage 2 Public consultation on the draft Supplementary Planning Document

When the final draft of a SPD has been prepared it will be open to consultation for a period of 6 weeks and, in the light of all comments received, the Council will decide any changes that might be needed and adopt the final document.

3 The Different Consultation Stages

3.3 SPDs do not have the same legal status as Development Plan Documents, do not need to be submitted to the Secretary of State and are not subject to independent examination.



Picture 3.2 The Supplementary Planning Document process

Consultation on the Sustainability Appraisal

3.4 There will be two formal consultations on the Sustainability Appraisal.

1. Scoping report

A scoping report is a document that explains the range of topics/issues that should be covered by the Appraisal. When the independent appraisers have prepared the scoping report, they will seek views on its contents, particularly from those bodies with social, environmental or economic responsibilities.

2. Sustainability Appraisal Report

The Sustainability Appraisal Report will be open to wider public consultation at the same time as the consultation on the preferred options for the Development Plan Document or Supplementary Plan Document to which it relates.

4 Involving the Community

4.1 Many groups of people have traditionally not been involved in the planning process to date and we need to widen our methods of engagement so that their views can be heard.

4.2 The methods of community involvement that will be used at the different stages of the production of Local Development Documents are set out on the following tables. A more detailed explanation of how we will carry out the different types of publicity and consultation is attached at Appendix 4.

When we will consult

4.3 The Local development Scheme sets out the Council's planned timetable for all of the different stages of the Development Plan Documents that are listed in the tables on the following pages. It describes the sequence of consultation and broad target dates. However, we cannot predict the actual dates until nearer the time. If there are any changes to the Local development Scheme, they will be published on the Council's website.

How we will consult

4.4 The following tables 4.1 - 4.7 explain how the Council will consult on the various documents of the Local Development Framework. This is the key to the symbols used in the tables:-

Symbol	Description
//	form of consultation required by the Town and Country Planning Regulations 2004
/	additional form of consultation we will undertake
?	form of consultation we may consider undertaking
x	form of consultation we are unlikely to undertake
N/A	not applicable

Table 4.1 'STATEMENT OF COMMUNITY INVOLVEMENT'			
What is it?	The Statement of Community Involvement sets out how and when the Council will involve the community in the preparation of the Local Development Framework		
Method of consultation	Consultation stage		
	early engagement	pre-submission consultation	consultation on the submission document
local advertisement	x	//	//
publish on web site	/	//	//
available at Council offices	/	//	//
letter to statutory DPD bodies	/	//	//
letter to local groups, parish councils	//	//	//
letter to national organisations	/	//	//
local media	/	/	/
exhibitions/surgeries	/	/	x
public and community group meetings	/	/	?
interactive website	/	/	/
questionnaire/opinion polls	/	?	x
publicity in the community	/	/	/
community workshops and interactive events	/	?	x
notice to people requesting submission notification	x	x	//

Table 4.1 STATEMENT OF COMMUNITY INVOLVEMENT

Table 4.2 'CORE STRATEGY'			
What is it?	The Core Strategy sets out the strategic approach to development in the District and will include strategic core policies		
Method of consultation	Consultation stage		
	early engagement	pre-submission consultation	consultation on the submission document
local advertisement	/	//	//
publish on web site	/	//	//
available at Council offices	/	//	//
letter to statutory DPD bodies	/	//	//
letter to local groups, parish councils	/	/	/
letter to national organisations	/	/	/
local media	/	/	/
exhibitions/surgeries	/	/	x
public and community group meetings	/	/	x
interactive website	/	/	/
questionnaire/opinion polls	/	?	x
publicity in the community	/	/	/
community workshops and interactive events	/	?	x
notice to people requesting submission notification	n/a	n/a	//

Table 4.2 CORE STRATEGY

Table 4.3 'DEVELOPMENT CONTROL POLICIES'			
What is it?	This DPD contains development control policies to provide more detail to help interpret the Core strategy and determine planning applications		
Method of consultation	Consultation stage		
	early engagement	pre-submission consultation	consultation on the submission document
local advertisement	/	//	//
publish on web site	/	//	//
available at Council offices	/	//	//
letter to statutory DPD bodies	/	//	//
letter to local groups, parish councils	/	/	/
letter to national organisations	/	/	/
local media	/	/	/
exhibitions/surgeries	/	/	x
public and community group meetings	/	/	x
interactive website	/	/	/
questionnaire/opinion polls	/	?	x
publicity in the community	/	/	/
community workshops and interactive events	/	?	x
notice to people requesting submission notification	n/a	n/a	//

Table 4.3 DEVELOPMENT CONTROL POLICIES

Table 4.4 'SETTLEMENT PROPOSALS'				
What is it?	The Settlement Proposals DPD illustrates the policies contained in other Development Plan Documents and shows site-specific land use allocations on proposals inset maps			
Method of consultation	Consultation stage			
	early engagement	pre-submission consultation	consultation on the submission document	consultation on the responses to the submission document
local advertisement	/	//	//	//
publish on web site	/	//	//	//
available at Council offices	/	//	//	//
letter to statutory DPD bodies	/	//	//	//
letter to local groups, parish councils	/	/	/	/
letter to national organisations	/	/	/	/
local media	/	/	/	/
exhibitions/surgeries	/	/	x	x
public and community group meetings	/	/	x	x
interactive website	/	/	/	/
questionnaire/opinion polls	/	?	x	x
publicity in the community	/	/	/	/
community workshops and interactive events	/	?	x	x

Table 4.4 'SETTLEMENT PROPOSALS'				
notice to people requesting submission notification	n/a	n/a	//	n/a

Table 4.4 SETTLEMENT PROPOSALS

Table 4.5 'PLANNING OBLIGATIONS'		
What is it?	This SPD provides guidance to supplement the policies and proposals set out in the Development Plan Documents. It will not form part of the Development Plan or be subject to independent examination but it will be a material consideration in determining planning applications	
Method of consultation	Consultation stage	
	early engagement	public consultation
local advertisement	x	//
publish on web site	/	/
available at Council offices	/	//
letter to statutory DPD bodies	/	//
letter to local groups, parish councils	/	/
letter to national organisations	/	/
local media	/	/
exhibitions/surgeries	/	?
public and community group meetings	/	?
interactive website	/	/
questionnaire/opinion polls	/	x
publicity in the community	/	/
community workshops and interactive events	/	x
notice to people requesting submission notification	n/a	n/a

Table 4.5 PLANNING OBLIGATIONS

Table 4.6 'SUSTAINABILITY APPRAISAL'		
What is it?	Sustainability Appraisal ensures that the documents balance the needs of society, the environment and the economy and is carried out by an independent specialist individual or organisation	
Method of consultation	Consultation stage	
	scoping report	consultation on the final report
local advertisement	x	//
publish on web site	/	//
available at Council offices	/	//
letter to statutory DPD bodies	//	//
letter to local groups, parish councils	/	//
letter to national organisations	/	//
local media	?	/
exhibitions/surgeries	x	/
public and community group meetings	x	/
interactive website	x	/
questionnaire/opinion polls	x	?
publicity in the community	/	/
community workshops and interactive events	/	?
notice to people requesting submission notification	n/a	n/a
N.B. the final report is issued with the relevant DPD or SPD for consultation.		

Table 4.6 SUSTAINABILITY APPRAISAL

Table 4.7 'AREA ACTION PLAN'				
What is it?	This DPD can be prepared at any time to lay down planning guidelines to manage change in a particular area, especially where there has been pressure for development			
Method of consultation	Consultation stage			
	early engagement	pre-submission consultation	consultation on the submission document	consultation on the responses to the submission document
local advertisement	x	//	//	//
publish on web site	/	//	//	//
available at Council offices	/	//	//	//
letter to statutory DPD bodies	//	//	//	//
letter to local groups, parish councils	/	/	/	/
letter to national organisations	x	/	/	/
local media	/	/	/	/
exhibitions/surgeries	/	/	?	x
public and community group meetings	/	/	?	x
interactive website	/	/	/	/
questionnaire/opinion polls	/	?	x	x
publicity in the community	/	/	/	/
community workshops and interactive events	/	?	x	x

Table 4.7 'AREA ACTION PLAN'				
notice to people requesting submission notification	x	x	//	x

Table 4.7 AREA ACTION PLAN

Who will be involved?

4.5 The following key groups will be consulted on the Local Development Framework documents:-

- People living, and working in the District
- Voluntary groups and community organisations
- Councillors
- Town and Parish Councils
- The Local Strategic Partnership
- Statutory Consultees
- Landowners, developers and agents
- Businesses

4.6 But we will widen our consultation to include more groups and individuals, including those who are hard to reach. The Council holds a comprehensive database of individuals, local groups and organisations with whom it will consult at each appropriate stage of the development Plan Documents. We will add to, or update this database whenever we become aware of any additions or changes. You can inspect this database on the Council's website www.e-lindsey.gov.uk if you wish to be added to this database, please contact the Council's Planning Policy team by telephoning 01507 601111, extension 662.

4.7 Appendix 1 lists those groups and individuals so far entered on our database for consultation on the Local Development Framework. Everyone on this consultee database will receive, as a minimum, a letter of notification just before each consultation stage with an invitation to contribute if they consider it relevant to their interests.

4.8 We shall also contact all of those people who have been involved so far in the preparation of the Local Development Framework as we reach new stages in the LDF. They will be encouraged to maintain their interest throughout the process.

Harder to reach groups

4.9 The Council recognises that there is a wide range of people who can fall into the 'hard to reach' category and who are not usually well represented when using traditional methods of community engagement. Such people may not have sufficient time, literacy skills, interest in or access to the local media (which the Council has traditionally used for publicity), or mobility to become involved in the plan-making process. There is also occasional evidence of distrust of the Council, leading to a feeling in some of disenfranchisement and apathy.

4.10 The District has a relatively high proportion of elderly and retired people, low (but gradually increasing) numbers of ethnic minority groups, and large numbers living in remote locations (East Lindsey has some 200 villages scattered across 700+ square miles). Other demographic characteristics include a significant proportion of seasonal workers, young people with restricted employment prospects, long-term unemployed people and otherwise disadvantaged groups. The population of the Coast is also boosted by holidaymakers and day visitors during the summer.

4.11 All of these, to differing degrees, have a part to play in community activity and all have the right to help shape policies that will affect them in future. Some are already represented by community or other groups. The approach set out in Tables 4.1 - 4.7 shows the range of consultation methods we intend to use. These will be reviewed at each stage to make sure that the way that we carry out consultation does not exclude any groups and, where possible, targets particular harder-to-reach groups.

4.12 All Local Development Framework documents can be made available, on request, in a variety of formats. For those who cannot read or speak English well, the Council uses a company called EITI to provide a telephone interpretation service and to translate documents into other languages. Conference calls can be arranged with an interpreter where a telephone conversation between a Council officer and a customer needs to be interpreted. Telephone interpreting can also be used to assist face-to-face interviews between Council staff and customers. Documents or leaflets can be translated into another language upon request. 3-5 working days should be allowed for a document to be translated. Contact details appear at the front of this document.

4.13 The Council will address the specific needs of these harder-to-reach groups by consulting the respective voluntary or support group, where applicable. In particular, we will try to make sure that we consult in a manner that is easy to understand and inspires confidence and trust. The Council will do all it can to meet the requirements of the Race Relations Act 2000 and the Disability Discrimination Act 1995. For example, we will consult with gypsy and traveller groups through the Lincolnshire Gypsy Liaison Group.

5 Listening to What You Say

5.1 We will use the information gathered during the “early engagement” consultation stage as evidence to support our choice of options. That is why your contributions at the informal consultation phases will be so important.

5.2 Consultation on the Preferred Options will be more formal. The Council will analyse your responses and incorporate your comments into the document where possible. You will be informed how your response has been dealt with, even where it is not possible to alter the document to incorporate your suggestions.

5.3 All responses received when the document is submitted to the Secretary of State will be made available for the public to view and will be passed to an Independent Inspector who will hold an independent Examination. The Inspector will decide if the document should be altered as a result, and the Council will have to change the document in the way the Inspector says.

5.4 Representations on the Settlement Proposals will be dealt with slightly differently. They will be made available for inspection and there will be a period of public consultation on any alternative sites that are suggested before the independent Examination by the Planning Inspector.

5.5 At the end of each consultation period the Council will produce reports explaining how views have been considered. These reports will be made available on our website www.e-lindsey.gov.uk and at the libraries and area offices now listed in Appendix 4 of this document.

6 Co-ordinating Consultation with Community Initiatives

Community Engagement Strategy

6.1 The Statement of Community Involvement will follow the principles of the Council's proposed Community Engagement Strategy, which will :

- avoid duplication and consultation-overload, make the best use of resources and allow information to be shared.
- use consistent standards and methods of community involvement.

6.2 The Community Engagement Strategy will help to ensure that the Council as an organisation is better equipped for community engagement. This will benefit the Local Development Framework. The Strategy will also provide a range of tools to conduct community engagement activities and to evaluate their success.

The Community Strategy

6.3 The Community Strategy 'Working With You' sets out a 15-year vision for the social, economic and environmental well being of the District. It has been drawn up by the Local Strategic Partnership (LSP), which is a collective of individual community groups, organisations and statutory agencies that have a stake in the well being of the District. It lays down plans and priorities that will help realise the 15-year vision for the District and its communities.

6.4 The Local Development Framework will be important in helping to deliver the spatial objectives of the Community Strategy. The results of community involvement in the preparation of both documents will be shared.

6.5 The Local Development Framework documents will help realise elements of other Council strategies including the Transport, Economic Development, Leisure, Community Safety and Housing Strategies. To this end it is important that the consultation exercises for each are co-ordinated so that information may be shared and the aims of each strategy taken forward.

7 Resources for Community Involvement

7.1 The Council's principal resources needed to deliver the Local Development Framework are made up of money, IT and professional staff. They will be directed to where they are needed most throughout the LDF process.

7.2 The budget for the LDF is identified in the planning service's Service Delivery Plan. This will pay for staff, advertising and publicity, consultation and research, document publication and the costs of public examinations of the various Development Plan Documents. In addition, it allocates funds received from the Government's Planning Delivery Grant towards providing temporary support staff, external advice and support to the LDF and consultants' fees for independent Sustainability Assessments, a review of the District retail study, Conservation Area Appraisals and validation of the Landscape Character Assessment.

7.3 The Council has invested in a software publishing package to facilitate community consultation, analysis and document formatting, specifically for the LDF. Each year's budget will be re-assessed to accommodate any changing resource requirements of the updated Local Development Scheme.

7.4 The Local Development Framework is being co-ordinated and produced by the Council's planning policy team. It works in partnership with the Council's Communications team on community consultation methods and analysis. An LDF corporate steering group of senior council officers has been set up to provide linkages between all Council services and the LDF. In working closely with the Council's Community Development service, it will align community consultation on the LDF and the Community Strategy, so avoiding unnecessary duplication.

7.5 Community involvement on planning applications will be resourced by the Planning Service. The applicant will normally be responsible for meeting the costs of any pre-application consultation, although the Planning Service will provide advice and guidance.

8 Reviewing the Statement of Community Involvement

Reviewing the Statement of Community Involvement (SCI)

8.1 The Council will monitor and review the effectiveness of the SCI at each stage in the preparation of the different Local Development Framework (LDF) documents .

8.2 The following elements will be considered in reviewing the SCI:

Has community involvement been representative?

- Did all members of the target audience have the opportunity to participate in the preparation of Local Development Documents?
- Were there groups of the target audience that did not participate?

What has been the outcome of community involvement?

- Did the Council's understanding of issues increase?
- How has community feedback helped the preparation of documents?
- Has public awareness of the LDF increased as a result of the community involvement?

How was the community involvement conducted?

- What techniques worked best and in what situation?
- What lessons have been learnt?
- Was the community involvement carried out in accordance with the SCI?

8.3 We will report the findings of these tests in the Council's Annual Monitoring Report on the Local development Framework, together with any proposed changes that may be necessary to improve the effectiveness of the SCI.

8.4 We shall also work to integrate the SCI into the Council's emerging corporate Community Engagement Strategy so that community engagement may be conducted more efficiently, without unnecessary duplication, and in a co-ordinated way in future.

9 Consulting on Planning Applications

9.1 Community involvement in deciding a planning application can happen at three different stages – pre-application, upon submission of the application, and when the application is due to be decided. Feedback and notification of decisions will also be provided once a decision has been made.

How and when we will consult on planning applications:

Table 9.1 'METHODS OF CONSULTATION ON PLANNING APPLICATIONS'

Nature of Development	Letter to Neighbour(s), Parish Council, Consultee, Interest Group			Site Notice	Press Notice	Council's Web Site
	Adjoining neighbour	Wider neighbour	Parish Council			
Small Developments	✓✓	✓	✓✓	✓	✓	✓✓
Adverts	✓	✓	✓✓	✓	✓	✓✓
Large Developments	✓✓	✓	✓✓	✓✓	✓✓	✓✓
Developments: a) in the Conservation Area (and affecting the setting of)	✓✓	✓	✓✓	✓✓	✓✓	✓✓
b) involving a listed building (or affecting the setting of one)	✓✓	✓	✓✓	✓✓	✓✓	✓✓
c) where Environmental Impact Assessments have been submitted	✓✓	✓	✓✓	✓✓	✓✓	✓✓
d) that are a departure to the Development Plan	✓✓	✓	✓✓	✓✓	✓✓	✓✓
e) that impact on a right of way	✓✓	✓	✓✓	✓✓	✓✓	✓✓
f) involving a tree covered by a Tree Preservation Order	✓✓	✓	✓✓	✓✓	✓✓	✓✓
g) involving an Ancient Monument	✓✓	✓	✓✓	✓✓	✓✓	✓✓
Agricultural, demolition and telecommunication	✓✓	✓	✓✓	✓✓	✓✓	✓✓
"Notification" Applications	✓✓	✓	✓✓	✓✓	✓✓	✓✓
key to symbols:						
✓	we will sometimes use this method					

	Letter to Neighbour(s), Parish Council, Consultee, Interest Group	Site Notice	Press Notice	Council's Web Site
✓✓	we will always use this method			

Table 9.1 METHODS OF CONSULTATION ON PLANNING APPLICATIONS

Pre-application consultation

9.2 The Council has produced the following guidance notes that give more detailed advice and guidance relating to consultation on planning applications. They can be seen on the Council's website, www.e-lindsey.gov.uk

- Pre-application planning guidance;
- Have your say on planning applications;
- Guidance for neighbours – how we consult on planning applications;
- Guidance for town and parish councils in respect of planning application notification.

9.3 We will strongly encourage applicants to meet with planning and other Council officers prior to the submission of a planning application so that all material considerations can be explored. The onus lies with the applicant to set up such a meeting but planning officers will advise on how the consultation should be conducted.

9.4 Pre-application discussions between the developer and the local authority are vitally important in providing a better mutual understanding of all planning issues and potential constraints that may be relevant to the proposal. In particular, they:-

- Can identify key issues and potential constraints to be addressed before the application is submitted;
- Improve the transparency of the planning process;
- Can provide early information on the proposal to local communities and therefore help to establish trust;
- Save time and resources for both developers and the Council by avoiding the need to alter plans after an application is submitted;
- Can speed up the Council's decision; and
- Should lead to a higher quality scheme and a higher quality decision.

9.5 Where pre-application consultation has been successful in resolving issues of public concern, it might be possible to reduce the requirement for additional consultation at the application stage. Although not a statutory requirement, the results of pre-application consultations will be considered when making the decision upon an application, providing that a valid consultation was carried out.

Register of applications

9.6 The Council will make a register of current applications available for the public to view at Manby from 8.45am to 5.00pm Monday to Thursday and from 8.45am to 4.45pm on a Friday. They also appear on the Council's website (www.e-lindsey.gov.uk) which can be viewed at any of the Council's Area Offices and Libraries throughout East Lindsey.

Neighbour notification letters

9.7 When a planning application is minor and unlikely to be contentious, neighbour notification letters will be preferred to site notices. The normal period allowed for comments on planning applications is 21 days. However, bodies such as Natural England will be allowed a longer period to comment on applications where this is prescribed by

legislation. We shall send notification letters to the owners or occupiers of all properties adjoining the proposed development. Where the development is bordered by open or vacant land and the owner or occupier is not known, this may not be possible. In such cases we will consider erecting a site notice. The results of any such consultation will be reported and taken into account in decisions made by, and on behalf of, the Council.

9.8 A property is considered to be adjoining the application site if it shares a common boundary with it or is immediately on the opposite side of a road. In the example above, adjoining properties are marked with the symbol •. Where a neighbouring property is separated by only a narrow strip of open land (e.g. drain or verge) from the proposed development, but is considered to be directly affected by it, planning officers shall normally send written notification of the planning application.



Picture 9.1 Example of Properties Considered as

Wider neighbour notification

9.9 Applications that are likely to generate a great deal of community interest will be subject a wider level of consultation.

9.10 Where there could be more widespread impact, say, by odours, noise or traffic, we will extend neighbour notification beyond those properties adjoining the development. Case Officers will use their judgement, and the experience of previous similar planning applications, to identify properties that might be affected by such a proposal.

Parish and Town Councils and other community groups

9.11 Parish and Town Councils will be sent a copy of all applications that are made in their area. At least 21 days will be allowed for responses to the application. The Council has provided all Town and Parish Councils with guidance on how to get the best out of commenting on planning applications in their area (document reference DPDC004V10604). Provided all comments are made on material planning grounds, they will be given full consideration in the determination of the planning application.

9.12 As well as consulting directly with those statutory agencies required by planning legislation, we will consult directly with those local amenity and representative groups who we feel have a specialist interest in the proposed development.

Additional rounds of neighbour notification

9.13 Where a Case Officer considers that significant amendments have been made to a planning application, a new round of consultation will be necessary. If the content of the revised application is broadly similar to the original application, a reduced consultation period (no less than 10 days) might be deemed appropriate.

9.14 In deciding whether further consultation is required for amendments, officers will consider:

- Whether any objections or reservations raised at an earlier stage remain relevant to the amendments being sought.
- Whether the proposed changes would have a significant impact when compared to the original proposals.
- Whether the views expressed as part of an earlier consultation covered the matters now under consideration.
- Whether parties not previously affected might now be affected.
- In some cases the Council may require the Developer to submit a new application, in which case, a new round of neighbour consultation would take place.

Site notices and Press notices

9.15 Whilst notification letters are usually the most direct method of publicity, there will be occasions when a site notice will be more effective; for instance, when it is not possible to notify neighbours by letter or where a development proposal would generate general public interest.

9.16 In any case, site notices and press notices will be used (in addition to neighbourhood notification letters) where:

- Applications are accompanied by an environmental statement;
- The application is a departure from the Development Plan;
- The development affects a right of way;
- The development is considered 'major' i.e. -
 - i. it consists of more than 10 dwellings or the building of dwellings on a site of 0.5 hectares or more;

- ii. it includes buildings having a floor space of 1000 sq. metres or more; or
 - iii. It occupies a site of 1 hectare or more;
- The development affects a listed building, a tree protected by a Tree Preservation Order, the character or appearance of a conservation area, or ancient monuments.

Publicity for Planning (Development Control) Committee meetings

9.17 Where applications are due to be decided by the Council's Planning Committee the following publicity will be undertaken:

- Applicants and agents will be informed by letter.
- All objectors and supporters that have submitted their views in writing will be informed by letter.
- The organiser of a petition, or set of standard letters, normally the first named person, will be informed by letter.

9.18 People who wish to object to, or support, an application have a right to speak at the Planning Committee. Currently this is limited to three minutes for each party (one objector and one supporter or the applicant).

Publicity for Committee site visits

9.19 Site visits by the Planning Committee will be accompanied by the following additional publicity:

- Applicants and agents will be informed by letter.
- All objectors and supporters that have submitted their views in writing will be informed by letter.
- The organiser of a petition, or set of standard letters, normally the first named person, will be informed by letter.

Notification of the decision

9.20 When a decision has been made, the Council will inform:-

- The applicant – by decision notice
- Landowners and agricultural tenants who have submitted representations on the application – by letter
- Supporters and objectors who have made representations on the application – by letter
- Signatories of petitions – by letter to the petition co-ordinator, normally the first-named person on the petition.

9.21 Decisions will be published on the Council's website: www.e-lindsey.gov.uk

Notification of Appeals

9.22 Should an Appeal be made against the final decision, all interested parties who have submitted a representation on the planning application will be notified by letter, which will include guidance on how to make further representation at the Appeal stage.

1 List of Consultees

(Please note that this list is not exhaustive and also relates to successor bodies where re-organisations occur.)

Development Plan Document Consultees (required by the Town and Country Planning Regulations 2004)

DPD BODIES
Government Office East Midlands
East Midlands Development Agency
East Midlands Regional Assembly
North East Lincolnshire Council
West Lindsey District Council
Boston Borough Council
North Kesteven District Council
Lincolnshire Council Council (LCC) as below
LCC - Highways & Planning Directorate
LCC - Social Services Directorate
LCC - Property Div - Finances & Resources
LCC - Waste Disposal Officer
LCC - Communications & Development
LCC - County Archaeologist
LCC - Education & Cultural Services
Environment Agency
Highways Agency
English Heritage
Natural England
Department for Transport

DPD BODIES
Trent Strategic Health Authority
Anglian Water Services Ltd
O2 UK Ltd
British Telecom
Arqiva
Orange Communications Ltd
Radio Communications Agency
T-Mobile
Virgin Mobile
Vodafone Ltd
Mono consultants Ltd (on behalf of telecommunications companies)

Table 1.1 List of Consultees - DPD Bodies

PARISH/TOWN COUNCILS

Aby with Greenfield Parish Council	Claythorpe Parish Council
Addlethorpe Parish Council	Coningsby Parish Council
Alford Town Council	Conisholme Parish Council
Alvingham Parish Council	Covenham Bartholomew & St Mary Parish Councils
Anderby Parish Council	Croft Parish Council
Ashby with Scremby Parish Council	Cumberworth Parish Council
Asterby Parish Council	Donington On Bain Parish Council
Authorpe Parish Council	East Barkwith Parish Council
Baumber Parish Council	East Keal Parish Council
Beesby with Saleby Parish Council	East Kirkby Parish Council
Belchford & Fulletby Parish Council	Eastville Parish Council
Benniworth Parish Council	Edlington with Wispington Parish Council
Bilsby Parish Council	Elkington Parish Council
Binbrook Parish Council	Firsby Parish Council
Bolingbroke Parish Council	Fotherby Parish Council
Brackenborough with Little Grimsby Parish Council	Friskney Parish Council
Brinkhill Parish Council	Frithville Parish Council
Bucknall Parish Council	Fulstow Parish Council
Burgh Le Marsh Parish Council	Gayton Le Marsh Parish Council
Burgh On Bain Parish Council	Gayton Le Wold Parish Council
Burwell Parish Clerk	Grainthorpe Parish Council
Candlesby with Gunby Parish Council	Great Carlton Parish Council
Carrington Parish Council	Greetham with Somersby Parish Council
Chapel St Leonards Parish Clerk	Grimoldby & Manby Parish Council
Claxby with Moorby Parish Council	Hagworthingham Parish Council
	Halham Parish Council

Halton Hologate Parish Council	Maidenwell Parish Council
Hameringham Parish Council	Maltby Le Marsh Parish Council
Hannah Cum Hagnaby Parish Council	Mareham Le Fen Parish Council
Harrington Parish Clerk	Mareham On The Hill Parish Council
Hatton Parish Council	Markby Parish Meeting
Hemingby Parish Council	Market Stainton Parish Council
Hogsthorpe Parish Council	Marshchapel Parish Council
Holton Le Clay Parish Council	Mavis Enderby Parish Council
Horncastle Town Council	Minting Parish Council
Horsington Parish Council	Muckton Parish Council
Hundleby Parish Council	Mumby Parish Council
Huttoft Parish Council	North Cockerington Parish Council
Ingoldmells Parish Council	North Cotes Parish Council
Keddington Parish Council	North Ormsby Parish Council
Kirkby On Bain Parish Council	North Somercotes Parish Council
Langrville Parish Council	North Thoresby Parish Council
Langton Parish Council	Orby Parish Council
Langton By Spilsby Parish Council	Partney Parish Council
Langton By Wragby Parish Council	Raithby Parish Council
Legbourne Parish Council	Reston Parish Council
Little Cawthorpe Parish Council	Revesby Parish Council
Louth Town Council	Rigsby with Ailby Parish Council
Low Toynton Parish Council	Roughton Parish Council
Ludborough Parish Council	Saltfleetby Parish Council
Ludford Parish Council	Scamblesby Parish Council
Lusby with Winceby Parish Council	Scrivelsby Parish Council
Mablethorpe Town Council	Sibsey Parish Council

Skegness Town Council
Skendleby Parish Council
Skidbrooke with Saltfleet Parish Council
Sotby Parish Council
South Cockerington Parish Council
South Somercotes Parish Council
South Willingham Parish Council
Spilsby Town Council
Stenigot Parish Meeting
Stewton Parish Council
Stickford Parish Council
Stickney Parish Council
Stixwold & Woodhall Parish Council
Strubby With Woodthorpe Parish Council
Sutton On Sea Town Council
Swaby Parish Council
Tathwell Parish Council
Tattershall Parish Council
Tetford Parish Council
Tetney Parish Council
Theddlethorpe All Saints Parish Council
Theddlethorpe St Helen Parish Council
Thimbleby Parish Council
Thornton Le Fen Parish Council
Thorpe St Peter Parish Council
Toynton All Saints Parish Council
Toynton St Peter Parish Council
Trusthorpe Parish Council
Tumby Parish Council
Ulceby with Fordington Parish Council
Utterby Parish Council
Wainfleet All Saints Parish Council
Wainfleet St Mary Parish Council
Well Parish Council
Welton Le Marsh Parish Council
Welton Le Wold Parish Council
West Ashby Parish Council
West Fen Parish Council
West Keal Parish Council
Wildmore Parish Council
Willoughby With Sloothby Parish Council
Withern with Stain Parish Council
Wood Enderby Parish Council
Woodhall Spa Parish Council
Wragby Parish Council
Wyham Cum Cadeby Parish Council
Yarburgh Parish Council

ADJOINING PARISH COUNCILS**Boston Borough Council**

Fishtoft Parish Council
 Freiston Parish Council
 Holland Fen with Brothertoft Parish Council
 Butterwick Parish Council
 Leverton Parish Council
 Benington Parish Council
 Wrangle Parish Council
 Old Leake Parish Council

West Lindsey District Council

Tealby Parish Council
 Bardney Parish Council
 Apley Parish Council
 Brookenby Parish Council
 Kirmond le Mire Parish Council
 North Willingham Parish Council
 Sixhills Parish Council
 Legsby Parish Council
 Holton cum Beckering Parish Council
 Rand Parish Council
 Goltho Parish Council

North East Lincolnshire

New Waltham Parish Council
 Humberston Parish Council
 New Waltham Parish Council
 Waltham Parish Council

Brigsley Parish Council

Ashby-Cum-Fenby Parish Council

North Kesteven District Council

Metheringham Parish Council
 Blankney Parish Council
 Martin Parish Council
 Timberland Parish Council
 Dogdyke Parish Council

OTHER CONSULTEES

GOVERNMENT DEPARTMENTS

Department For Culture, Media & Sport
Department For Transport
Department Of Constitutional Affairs
Department of Trade & Industry
Department of Work & Pensions
Department for Education & Skills
Department for Environment, Food & Rural Affairs
Home Office
Ministry of Defence
Office of Government Commerce

LOCAL CONSULTATION BODIES

Agriculture Chaplin
Alford Chamber of Trade
Alford Civic Trust
Boatshed Young Peoples Project
British Holiday & Home Parks Association
Children's Links
Citizen Advocacy Lincolnshire Link
East Lindsey Citizens Advice Bureau
Community Council of Lincolnshire
County Librarian
Disability Lincs Ltd
District Councillors
East Lincolnshire Primary Care Trust
East Midlands Tourism
Friends of the Riverhead
Heritage Lincolnshire
Horncastle Civic Society
Skegness Hoteliers Association
Lincolnshire Development
Lincolnshire Gypsy Liaison Group
Lincolnshire Partnership NHS Trust
Lincolnshire Playing Fields Association
Lincolnshire Tourism
Lincolnshire Wildlife Trust
Lincolnshire Wolds AONB Joint Advisory Committee

Lincolnshire Sports Partnerships	The Witham Third District Internal Drainage Board
Lindsey Marsh Drainage Board	Witham Fourth District Internal Drainage Board
Linkage Community Trust	Woodland Trust
Louth & District Help for Homeless	Mablethorpe Tourism Forum
Louth Naturalists, Antiquarian & Literary Society	Linx Homes
Louth Area Voluntary Centre	Wolds Housing Association Ltd
Louth Chamber of Trade & Commerce	Longhurst Housing Association Ltd
Louth Civic Trust	Havelok Housing Association Ltd
Louth Navigation Trust	Anchor East Midlands
Mablethorpe Chamber of Trade & Commerce	Lincolnshire Rural Housing Association Ltd
Mablethorpe Residents Association	Skegness Ladies & Junior Netball League
Manby Area Conservation Group	Castle Bowls Club
Mumby Community Group	East Coast Juniors FC
Lincolnshire Area Ramblers Association	East Coast Kiting/Surf Club
Skegness & District Council for Voluntary Service	Horncastle Belles Netball
Skegness Chamber of Trade & Commerce	Horncastle Cricket Club
The Skegness Society	Horncastle District Tennis Club
Skegness Crime Reduction Centre	Lincolnshire Extreme Sports Association
Skegness Self Catering Association	Skegness Bridge Club
Society for Lincolnshire History & Archaeology	Skegness Cable Ski
Spilsby Chamber of Trade & Commerce	Cobra Ju-Jitsu
Wash & North Norfolk Coast SAC	Skegness Indoor Bowls Club
Wash Estuary Project Manager	Burgh Cricket Club
Whitehaven, Sunnyside & Seabreeze Residents Assoc	Skegness Model Flying Club
	Skegness Rugby Club

1 List of Consultees

Skegness Sports College
Skegness Tennis Club
Skegness Town Bowls Club
Skegness Town FC
Black Sheep Archers - Revesby
Skegness Hockey Club
Kirkstead Crusaders FC
Horncastle Town FC
Horncastle Youth Centre
MACH1
Mareham Le Fen Bowls Club
Horncastle School Sports Co-ordinator
Woodhall Spa Cricket Club
Cricket Coach Representative
Woodhall Spa Town Bowls Club
Mablethorpe Cricket
Mablethorpe Running Club
Mablethorpe Short Mat Bowls
Skate/BMX/Inline Project
Lincolnshire Family Practitioner Committee
Basketball Coach
Burgh & District Playing Fields Association
Burgh Bowls Club
Woodhall Spa Tennis Club
Louth Ju-Jitsu
Horncastle Squash Club
Coningsby & Tattershall Tennis Club
Sutton Rovers FC
Theddlethorpe FC
Brick Yard Fishing
Louth Canoe Club
Horncastle Rugby Club
Louth Dolphins
Horncastle Skatepark Committee
Louth Old Boys Football
Louth Silvadale Bowling
Louth Spire RRC
Louth United FC
Louth Westgate Bowling
Wragby Sports Hall
Louth CAWAC
Spilsby Tennis Club
Coningsby FC
Coningsby Youth Drop In Centre
Spilsby Bowls Club
Hockey Club
Spilsby Juniors FC
Eresby School Sports Co-ordinator
Sutton On Sea Cricket Club
Spilsby Table Tennis Club
Horncastle Ramblers Group
Old Bolingbroke Bowls Club
Banovalum Gymnastics Trampoline Club
Horncastle Hockey Club

Horncastle Playing Fields Committee
 Lincolnshire Compact
 Hagworthingham Parish Plan Group
 Wragby Parish Plan Group
 Skegness and District Seniors Forum
 Woodhall Spa Seniors forum
 Mablethorpe and District Seniors Forum
 Wolds Business Initiative
 Lincolnshire Historic Buildings Committee
 Alford PCC
 Lincolnshire Association of Local Councils
 Lincolnshire Compact

OTHERS

ADAS
 Age Concern Lindsey
 British Gas Plc
 British Geological Survey
 The British Horse Society
 British Resorts Association
 British Telecom
 British Waterways - East Midlands
 British Wind Energy Association
 Broadgate Builders
 Centre for Ecology & Hydrology
 Church Commissioners
 Civil Aviation Authority
 Commission for Architecture & the Built Environment
 Commission for Racial Equality
 Country Land & Business Association
 Campaign to Protect Rural England
 Crown Estates Office
 Defence Estates
 Diocesan Board of Finance
 DRC Helpline
 Commission for Architecture & Built Environment
 Valuation Office Agency
 East Midlands Electricity

1 List of Consultees

Forestry Commission England
English Partnerships
Equal Opportunities Commission
Friends, Families and Travellers
Lincolnshire Fire & Rescue Headquarters
Forestry Commission England
Freight Transport Association
Friends of The Earth
Government Pipelines & Storage
The Gypsy Council
Health & Safety Executive
Help The Aged
Home Builders Federation
The Housing Corporation
The Inland Waterways Association
Learning & Skills Council - Lincolnshire & Rutland
Lincolnshire Police
The House of Commons – Local MPs
National Grid Transco
National Housing Federation
Network Rail
National Farmers Union - East Midlands
npower centre (Head Office)
Transport Services Group
Local MPs, The House of Commons
Lincolnshire Police Architectural Liaison Officer
Peacock and Smith
Planning Aid for the East Midlands
Powergen Retail Ltd
Renewable Energy
Road Haulage Association - S & E Region
Royal Mail Group
RPS Planning
RSPB
RSPCA (East Branch)
Sport England
The Camping & Caravanning Club
The Caravan Club
House Builders Federation
Women's National Commission
The National Trust - East Midlands
The Theatres Trust
Transco - Network Analysis/Network
Heart of England Tourism
Npower Renewables
Planning Aid – East Midlands
Royal Mail Property Holdings
Louth and District Help for the Homeless
Shelter

2 The Structure

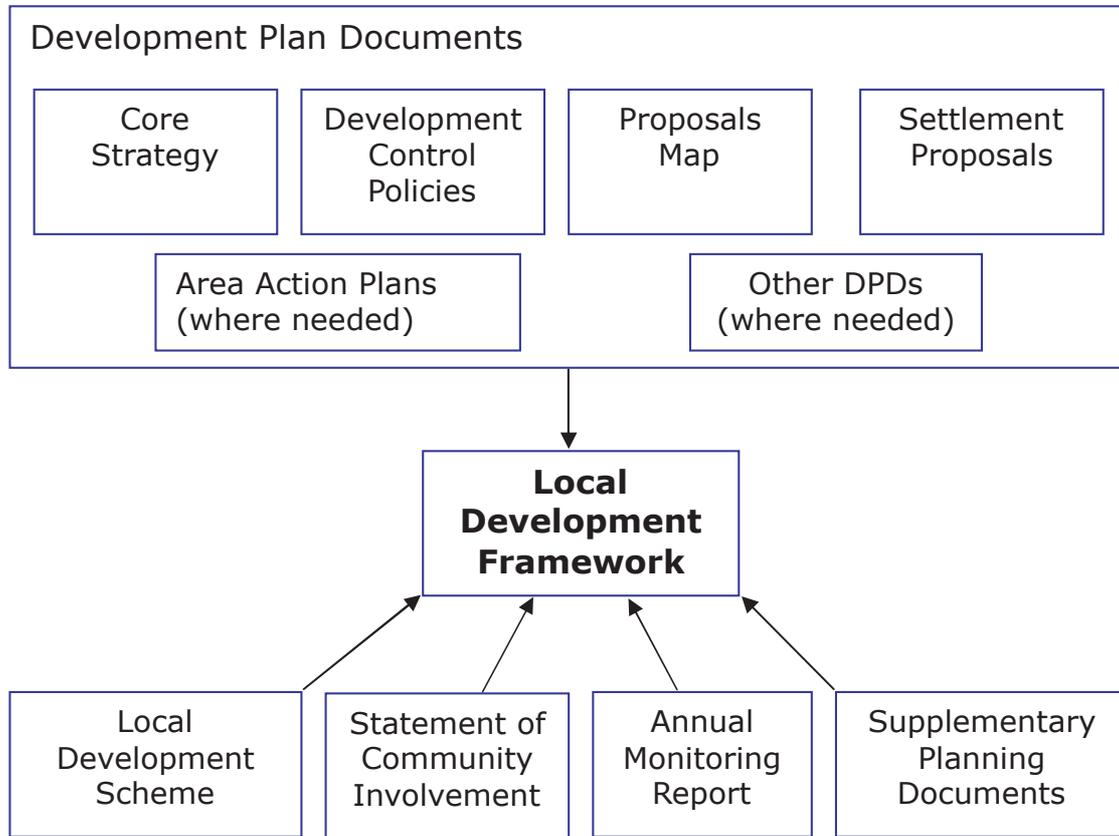


Figure 2.1 The Structure of the Local Development Framework



3 Tests of Soundness

Policy 1

The local planning authority has complied with the minimum requirements for consultation as set out in the Regulations

Policy 2

The Local Authority's strategy for community involvement links with other community involvement initiatives e.g. the Community Strategy

Policy 3

The Statement identifies in general terms which local community groups and other bodies will be consulted

Policy 4

The Statement identifies how the community and other bodies can be involved in a timely and accessible manner

Policy 5

The methods of consultation to be employed are suitable for the intended audience and for the different stages in the preparation of Local Development Documents

Policy 6

The Statement of Community Involvement is required to demonstrate that resources are available to manage community involvement effectively

Policy 7

The Statement shows how the results of community involvement will be fed into the preparation of Development Plan Documents and Supplementary Planning Documents

Policy 8

The Statement of Community Involvement must demonstrate that the Local Authority has mechanisms for reviewing the Statement of Community Involvement

Policy 9

The Statement clearly describes the planning authority's policy for consultation upon planning applications

4 Methods of Consultation to be used

Methods of Consultation to be used
<p>Local Advertisement (required by regulations)</p> <ul style="list-style-type: none"> Formal notices in local newspapers
<p>Publish on Web site (required by regulations)</p> <ul style="list-style-type: none"> Council's Website (downloadable form) Make all literature and information available on web site
<p>Make available for inspection at Council Offices (required by regulations)</p> <ul style="list-style-type: none"> Available to view at Council Offices (inc Area Offices)
<p>Consultation with Specific Consultation bodies (required by regulations)</p> <ul style="list-style-type: none"> Meetings with key stakeholders / consultees Information Packs/Issues Papers to Key Stakeholders Private discussion Letter/Email
<p>Local Media</p> <ul style="list-style-type: none"> Features/supplements in local press Regular press releases Council newspaper
<p>Exhibitions/Surgeries</p> <ul style="list-style-type: none"> Staffed /Unstaffed displays giving information at key locations
<p>Public and Community Group Meetings</p> <ul style="list-style-type: none"> Local Community representatives Information Packs/Issues Papers to Town and Parish Councils Public meetings
<p>Interactive Website</p> <ul style="list-style-type: none"> Interactive Consultation Email alerts
<p>Questionnaire/Opinion Polls</p> <ul style="list-style-type: none"> Paper questionnaires Interactive questionnaires on Council's web site
<p>Publicity in the Community</p> <ul style="list-style-type: none"> Posters in key locations and/or local media (as appropriate) Interaction with plans, models and other visual aids Available to inspect at Libraries (inc mobile) Paper copies/CD-ROM buy

Methods of Consultation to be used
<ul style="list-style-type: none">■ Leaflets■ Mail shots to interested parties on data base
Community Workshops and Interactive Events <ul style="list-style-type: none">■ With organisations or interest groups■ Town/Parish Councils
Notice to people requesting submission notification (required by regulations) <ul style="list-style-type: none">■ Sent to people requesting notification at pre-submission stage



Local Development Framework

Statement of Community Involvement

June 2007

