

# **REVISED STATEMENT OF COMMUNITY INVOLVEMENT**

**SUMMARY OF REPRESENTATIONS RECEIVED ON  
PRE-ADOPTION DRAFT**

**FORWARD PLANNING  
DEVELOPMENT SERVICES  
JULY 2010**

## **Revised Statement of Community Involvement Summary of Representations** July 2010

### **Involving Stakeholders in the consultation on the Revised Statement of Community Involvement**

The Statement of Community Involvement (SCI) is a required element of the Local Development Framework (LDF). The first SCI was adopted in July 2007. During the consultation on the revised version, letters were sent to all those on the Local Development Framework database, notices regarding the consultation were placed within the Clitheroe Advertiser and Longridge News and hard copies were made available in all local libraries and at the Planning Department's reception. In addition the document and response forms were placed on the Council's website at [www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk). The consultation took place over a six-week period from May to July 2010.

### **Outcome of the consultation**

During consultation on the Revised SCI, the Council received formal representations from sixteen parties. These were received by email, including some responses using the consultation response form available on the Council's website, and through the post. All responses, but not the personal details of respondents, were to be made available for public inspection.

### **Detailed Representations**

The following tables set out all the comments received during the SCI consultation. Each response is set out in full. A summary of the main points of all of the representations received can be seen below. A section at the back of the report is included describing how the comments were considered and if it was deemed necessary to make changes to the SCI following receipt of these comments. This section also sets out the way in which changes to the SCI document were made and details what these changes were.

The final part of the report is made up of evidence of consultation that shows that the document was made publicly available and how representations on the SCI could be made.

As indicated during the consultation all the personal details of the respondents to the consultation have been removed.

### **Summary of Representations**

No representation criticised the general concept behind the SCI and many were in support but some respondents asked for clarifications or amendments to the document, for instance to improve its readability. Each respondent's full response has been analysed and any questions raised within it have been marked with a numbered red **REF** within the text of the respondent's representation. Each numbered reference has been answered in Table 1 Outcomes and Amendments. Where a respondent's comment has led to an amendment to the document this has been marked "Amend document..." followed by the amendment itself. The full document was subsequently changed to take into account these amendments.

**REVISED STATEMENT OF COMMUNITY INVOLVEMENT:**

**TABLE OF REPRESENTATIONS RECEIVED FOLLOWING THE  
CONSULTATION**

The Statement of Community Involvement (SCI) underwent a six-week consultation in Spring – Summer 2010 ending on Friday 9<sup>th</sup> July. Representations made on the SCI that were received by the Council can be found in the table below.

**REPRESENTATIONS MADE BY:****Name:****Postcode:****Organisation:****Daytime Tel No.****Address****Fax No:****Email Address:****Date of Reps received: 1- 6-10****REPRESENTATIONS MADE:**

Thank you for your letter of 21st May inviting comments on the above. The Northwest Regional Development Agency welcomes the opportunity to respond.

We note that the list of specific consultation bodies at Appendix 1 reflects the Regulations requiring consultation with "*a regional development agency whose area is in, or adjoins, the area of the local authority*". **REF1** The text which follows should therefore read " .... (*in this area the North West Regional Development Agency and Yorkshire Forward*)".

The same list identifies Government Office North West as "*the regional planning body*". Up until 1st April 2010 this was the role of the 4NW. However, on that date provisions in the Local Democracy, Economic Development and Construction Act 2009 came into force. The Act introduced significant changes to those parts of the Planning and Compulsory Purchase Act 2004 dealing with regional planning. The amended regulations identify the RDA and Regional Leaders Board as '*responsible regional authorities*'. Consequential amendments arising from the Act are set out in Statutory Instrument 2010 No. 602. Whilst these comments reflect the current position, the coalition Government has also announced its intention to abolish Regional Spatial Strategies. The final SCI may therefore require further amendment to reflect the position at the time of publication.

Notwithstanding the changes introduced on 1st April 2010, NWDA's inclusion on the list of specific consultation bodies remains relevant. However, **REF2** to avoid unnecessary duplication, '*Regional Development Agencies*' should be removed from the list of "other consultation bodies".

Paragraph 4.3 refers to statutory consultation on planning applications. NWDA is a statutory consultee on applications for certain types of development. For further details please refer to our notification criteria, which can be viewed at <http://www.nwda.co.uk/pdf/Revised-Statutory-Notification-Oct06.pdf>. This will be amended in due course to take account of the revised list of strategic regional sites, including Salmesbury which straddles Ribble Valley's boundary with South Ribble. **REF3** With regard to the 21 day period for consultation responses, Circular 08/2005 indicates this starts when consultees have received all the information they need to provide an informed response.

## REPRESENTATIONS MADE BY:

**Name:**

**Organisation:**

**Address**

**Postcode**

**Daytime Tel No.**

**Fax No:**

**Email Address:**

**Date of Reps received: 27- 5-10**

## REPRESENTATIONS MADE:

I have only one comment to make. At Appendix 4, Page 26, the final paragraph reads:

### REF 4

“A number of independent planning consultants and agents operate locally who charge a fee for advice. To retain impartiality Council officers are unable to make individual recommendations. The RTPI holds a list of accredited consultants which is available on: [www.rtpi.org.uk](http://www.rtpi.org.uk)”

I believe it should read:

“A number of independent planning consultants and agents operate locally who charge a fee for advice. To retain impartiality Council officers are unable to make individual recommendations. The RTPI holds a list of accredited **planning** consultants which is available on: [www.rtpi.org.uk](http://www.rtpi.org.uk). **There are also many other local consultants, building engineers, building surveyors, architects and plan drawing technicians who may be able to offer appropriate advice.**”

or

“A number of independent planning consultants, **agents, building engineers, building surveyors, architects and plan drawing technicians** operate locally who charge a fee for advice. To retain impartiality Council officers are unable to make individual recommendations.”

I favour the latter.

**REPRESENTATIONS MADE BY:****Name****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reps received: 8- 6-10****REPRESENTATIONS MADE:**

Thank you for consulting us on the above document.

Please find below our comments on the revised SCI, which I trust you will take account of. Please inform me of the outcome of the consultation exercise.

**REF 5** At Table 1 you make reference to evidence documents. As you will appreciate and allude to at Section C this are now very important as they are used to underpin and justify subsequent policy formulation. No subsequent reference is made in the SCI to consultation on such evidence documents, only (at Tables 2 and 3) to consultation on DPDs and SPDs. This, in our view, is a serious omission. It is vital that the community and all other interested parties have a full part to play in the preparation of evidence documents and the opportunity to comment on drafts. I trust you will amend the revised SCI accordingly.

**REF 6** I note the reference to consultation on Sustainability Appraisals within the paragraph following Table 3. I consider that the scope and extent of consultation on SA ought to be made more explicit. In my view, the consultation ought to be co-extensive with the consultation on the associated DPD or SPD as per Table 2 or 3.

Finally, **REF 7** I note the content of Section 2.8 relating to what happens to consultation comments and the production of a Consultation Statement. I welcome that. However, the SCI should be clear that this practice will extend to all consultation in relation to planning and related documents. That's is, not only DPDs and SPDs. For instance, the practice ought also to extend to the production of a Consultation Statement in relation to all evidence documents and SA.

Please ensure our details are retained on your LDF consultation database (as per Appendix 2), so that we are informed of all planning and related consultation events.

Please confirm receipt.

## REPRESENTATIONS MADE BY:

**Name:**

**Organisation:**

**Address**

**Postcode:**

**Daytime Tel No.**

**Fax No:**

**Email Address:**

**Date of Reps received: 9-6-10**

## REPRESENTATIONS MADE:

Thank you for your consultation dated 21 May 2010, and received 26 May 2010.

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. We are working towards the delivery of four strategic outcomes:

- A healthy natural environment;
- People are inspired to value and conserve the natural environment;
- Sustainable use of the natural environment;
- A secure environmental future.

As you will appreciate, because Natural England is consulted on a great number and range of documents, we are unable to comment in detail on all of them. In commenting on statements of Community Involvement (SCI), in accordance with our current priorities, we only offer advice on our general position. We welcome specific reference to Natural England and our role in as a statutory consultee in both Local Development Frameworks and Development Management. **REF 8** We would welcome generous consultation timeframes to allow us to be effectively involved in the planning system. We would also welcome notification of planning decisions on applications to which we have made comment.

We support the drive for e-planning, and welcome consultation electronically for LDF and development management related consultations. We do however have reservations about the size and number of electronic documents on which we are consulted and where documents are numerous or particularly large, we would greatly appreciate one hard copy too, although we are happy to discuss this where the need arises.

Natural England strongly supports community-planning initiatives and we encourage effective community involvement within the planning system, including the preparation of the LDF. It is one of our key principles that community involvement is considered essential to the achievement of our environmental interests in the new planning system. Local planning authorities are therefore encouraged to look at how they can successfully engage communities on these issues, and reflect this in the SCI

## REPRESENTATIONS MADE BY:

**Name:**

**Organisation:**

**Address**

**Postcode:**

**Daytime Tel No.**

**Fax No:**

**Email Address:**

**Date of Reps received: 1- 6-10**

## REPRESENTATIONS MADE:

Thank you for consulting 4NW on the above document.

The Government has signalled its intention to abolish Regional Spatial Strategies / Regional Strategies. Pending the passage of the Decentralisation and Localism Bill through Parliament, Regional Strategies still remain a part of the statutory development plan. As such in developing Local Development Documents or considering planning applications, Local Planning Authorities still need to take account of the content of Regional Spatial Strategy (RSS) for the North West, subject to the following caveat:

On 27<sup>th</sup> May 2010, the Secretary of State for Communities and Local Government wrote to all Local Authority Chief Planners stating:

*"...decisions on housing supply (including the provision of travellers sites) will rest with Local Planning Authorities without the framework of regional numbers and plans.*

*I will make a formal announcement on this matter soon, However, I expect Local Planning Authorities and the Planning Inspectorate to have regard to this letter as a material planning consideration in any decisions they are currently taking."*

You will be aware that 4NW and the Northwest Regional Development Agency had been working the preparation of a new Regional Strategy - RS2010. In light of the changes in Government policy on regional strategies, we wish to complete by July 2010, work on RS2010 on a non-statutory basis, re-positioning the document as a high level strategic framework for the Northwest, rather than a regional strategy. Therefore 4NW would encourage you consider the contents of the emerging policy framework in RS2010 when formulating your LDD's or considering planning applications.

4NW have no comments to make on the amendments to the SCI. We welcome the opportunity; however we don't tend to comment on these documents.



**REPRESENTATIONS MADE BY:****Name:****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reps received: 4-6-10****REPRESENTATIONS MADE:**

Thank you for consulting The Coal Authority on the above.

Having reviewed your document, The Coal Authority is pleased to note that our organisation is listed as a specific consultation body at Appendix 1, reflecting updated consultation requirements set out in the Town and Country Planning (Local Development) (England) Regulations, as amended 2008.

We look forward to receiving your emerging planning policy related documents; preferably in an electronic format. For your information, we can receive documents via our generic email address [planningconsultation@coal.gov.uk](mailto:planningconsultation@coal.gov.uk), on a CD/DVD, or a simple hyperlink, which is emailed to our generic email address and links to the document on your website.

Alternatively, please mark all paper consultation documents and correspondence for the attention of the Planning and Local Authority Liaison Department.

Should you require any assistance please contact a member of Planning and Local Authority Liaison at The Coal Authority on our departmental direct line.

**REPRESENTATIONS MADE BY:****Name:****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reps received: 10- 6-10****REPRESENTATIONS MADE:**

Thank you for consulting Network Rail on the above document providing an opportunity to comment on the proposed SCI.

Network Rail is the statutory undertaker responsible for maintaining and operating the country's railway infrastructure and associated estate.

Network Rail would request that the council consult us on any planning application near to, adjoining or adjacent to the railway. Network Rail would also request that we are continued to be consulted on all LDFs, SCIs, SHLAAs etc and any policy that may have an impact upon the railway infrastructure and stations.

### REPRESENTATIONS MADE BY:

Name: Organisation:

Address

Postcode:

Daytime Tel No.

Fax No:

Email Address:

Date of Reprs received: 2- 6-10

### REPRESENTATIONS MADE:

I am not qualified to comment on most of this document, but

1. I welcome the availability of planning applications etc online.
2. **REF 9** As a member of a faith group myself, I am intrigued that you consider faith groups 'hard to reach'.
3. **REF 10** The process for filling in this form and sending it electronically is rather cumbersome!

**REPRESENTATIONS MADE BY:****Name:**  
**Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reps received: 30- 6-10****REPRESENTATIONS MADE:**

There should be regular public meetings in which councillors and officers meet the public they serve. My particular interest is rural isolation and transport which I realise is a County Council function, so perhaps not relevant in this case, but other public interest topics could be treated the same way.

**REF 11** I would like to see an annual meeting at which the public, councillors, officers and other interested parties eg quangos and private contractors meet together to discuss things of mutual interest. When the council contacts all the properties in the district, eg rate demand time, the programme for the year's meetings should be included. A month before each meeting, the event is advertised and a brief resume of the topic(s) to be discussed made available with a 'tear-off' portion for the public to put their questions to a panel in 'question time' format. These must be submitted a week before the meeting. These should also be available at the meeting with no guarantee that they will be answered there and then but they will be replied to at a future date. I think the panel of interested parties, unlike 'question time' should be made aware of the questions submitted so that they can prepare their answers, and give meaningful replies.

I think this protocol would go a long way to ensure community involvement in council decisions. I have other thoughts on the matter eg the time of the meetings, it is no good having a public transport meeting in the evening when there is no public transport to get people to and from the meeting!

**REF 12 Item 2** - Do we have to spend thousands of pounds to come up with grandiose plans costing millions of pounds to implement, when they will never see the light of day due to their cost? Moreover, making these expensive grandiose plans, which will never come into being because of their cost, stymies smaller less expensive developments which would be of benefit to the people of Ribble Valley.

**REF 13 Item 3** – Planning over the past few years has been for development. Our new political masters, voted into power by the people of this district, county and country, have a mandate for cuts. So planning for the next few years will be to try to cushion the effect of service cuts on the everyday lives of the people. This calls even more for consultation with people.

**REPRESENTATIONS MADE BY:****Name:****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reps received: 30- 6-10****REPRESENTATIONS MADE:**

**REF 14** The views of the Parish Councils should be given for more consideration in planning application for the area. They have the local knowledge and are the people who will have to live with the ramifications.

The public also need to be made aware that any comments made on an application must follow planning guidelines, not on emotions

## REPRESENTATIONS MADE BY:

**Name:**

**Organisation:**

**Address**

**Postcode:**

**Daytime Tel No.**

**Fax No:**

**Email Address:**

**Date of Reps received: 6- 7-10**

## REPRESENTATIONS MADE:

Thank you for your letter of 21 May consulting The Theatres Trust on the review of the Statement of Community Involvement.

The Theatres Trust is The National Advisory Public Body for Theatres. The Town & Country Planning (General Development Procedure) Order 1995, Article 10, Para (v) requires the Trust to be consulted on planning applications which include '*development involving any land on which there is a theatre.*' It was established by The Theatres Trust Act 1976 '*to promote the better protection of theatres*'. This applies to all buildings that were either built as theatres or are used for theatre presentations, in current use, in other uses, or disused.

### Section 1

**REF 15** We suggest there should be a separate paragraph to explain why the SCI is being reviewed and updated as a result of changes in the regulations brought about by the publication of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 & 2009. We suggest that it should explain that the main changes introduced by the 2008 & 2009 Regulations include:

- removal of the preferred options stage for Development Plan Documents, introducing a flexible participation process in the production of the Development Plan Documents;
- the removal of the requirement for the SCI to be subject to independent examination,
- and the removal of the requirement Supplementary Planning Documents to be subject to sustainability appraisals.

### Section 2

**REF 16** For clarity, we suggest that the database paragraph at the top of Appendix 2 be included within Section 2 which would be more visible, to show that you have prepared and maintain a database for LDF consultations to which any member of the community can become involved if they wish. This paragraph would repeat the contact details for community members and organisations to apply to join the LDF database or to change their contact details or be removed from the database.

We look forward to being consulted on further LDF documents especially the next stage of the Core Strategy, Development Control Policies, Planning Obligations and any town centre Area Action Plans.

**REPRESENTATIONS MADE BY:****Name:****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reprs received: 30- 6-10****REPRESENTATIONS MADE:**

Thank you for your letter of 21 May 2010 keeping us informed of progress regarding public consultation in future planning applications. We have studied the revised SCI at the planning reception counter in Clitheroe and found it made interesting reading.

We are assuming that having received your letter we are on your database for future consultation. Our particular interest in conservation in the Ribble Valley and in Hurst Green in particular (where I was born). Once again thank you for your attention in this matter. Please do keep us informed of any further developments and changes in procedures etc.

**REPRESENTATIONS MADE BY:****Name:****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reps received: 18- 6-10****REPRESENTATIONS MADE:**

Thank you for referring the above document to us for consultation.

We have reviewed the revised Statement of Community Involvement and we have no comments to make.



**REPRESENTATIONS MADE BY:**

**Name: Organisation:**

**Address**

**Postcode:**

**Daytime Tel No.**

**Fax No:**

**Email Address:**

**Date of Reps received: 5- 6-10**

**REPRESENTATIONS MADE:**

**REF 17** Now that a new government is in place do you not think it would be wise to consult with them before going ahead with these proposed changes

**REPRESENTATIONS MADE BY:****Name:****Organisation:****Address****Postcode:****Daytime Tel No.****Fax No:****Email Address:****Date of Reprs received: 27- 5-10****REPRESENTATIONS MADE:**

Thank you for consulting the Lancashire Wildlife Trust over the revised SCI.

In order to reduce time, costs and paperwork, please use this email address instead of the postal address for consulting the Lancashire Wildlife Trust in matters relating to the LDF in Ribble Valley.

I have read through the revised SCI and noted that one of the documents in the evidence base was a 'Biodiversity baseline' – is this document available for inspection either as a hard copy or online?

## REPRESENTATIONS MADE BY:

**Name:**  
**Organisation:**

**Address**

**Postcode:**

**Daytime Tel No.**

**Fax No:**

**Email Address:**

**Date of Reps received: 15- 6-10**

## REPRESENTATIONS MADE:

Thank you for involving Clitheroe Civic Society in this consultation process. We have the following comments to make:

**REF 18 P.3 Section B Process Documents**  
**Local Development Scheme**

If it is to be regularly reviewed, will we be informed of this and will there be community consultation about the changes? Also, will we be notified when Supplementary Planning Documents (SPDs) are produced or will the community have no say on these?

**REF 19 P.5 2.2 The Plan Preparation Process**

In paragraph 2 "there are now two main formal stages..". Yet in the following numbered points, only Point I seems to involve the public. When this is read alongside the table pp8-10, there is no indication of how and when community groups will be consulted.

**REF 20 P.6 2.5 Hard to Reach Groups**

Clitheroe Civic Society offers to represent minority views when possible and if this offer is made public. Because we meet a wide cross-section of the public, individuals may feel more comfortable asking us to incorporate their views (sentence 3).

**REF 21 The list of "hard to reach groups.** Whilst we recognise that this is an attempt to be politically correct, it is unrealistic. These people are not groups. Everyone is an individual sum of characteristics\_fewer or more than the 13 mentioned here. How will you count the number of people in these groups that you have reached?

**REF 22 2.6 P.8 Top half Consultation Methods** "Where appropriate..... This could include inserting ....." These are such indefinite terms that they could be used to justify doing nothing to involve the community. Who decides on the "appropriateness" of a need for consultation?

**REF 23** "Copies will be available.....". We hope that they are more easily available than this document SCI. One of our members had great difficulty getting a hard copy and at a cost of £2.30 which was not mentioned. The planning department had one "Not To Be Removed" copy and no instructions for copying for the public. This will have to be addressed.

**Consultation Groups**

Clitheroe Civic Society is already on the database

**REF 24 2.6 P.9 Top section**

**Consultation Methods** "...at least one open public meeting". There is no indication of the time scale of when in the process this will happen. At the beginning, middle or end?

**REF 25 Table 3 P.10 Top half**

**Consultation Method and Consultation Groups** "...that the council feels are relevant to the subject or area the SPD concerns". What criteria will be used to decide this? Groups like Clitheroe Civic Society have wide-ranging aims and areas of interest.

## REPRESENTATION CONTINUED:

**REF 26 P.12 Official Launches "...opportunities to put questions directly to planning officers"**

Will this actually happen?

**REF 27 Citizens Panel Survey**

We make the observation that this group cannot "represent the views of 'the silent majority' " because if they were silent, they would not have come forward to join this group.

**REF 28 P.13 What happens to consultation comments**

Will the consultation groups be informed eg by email, when consultation reports are ready?

It would be unrealistic to expect individuals and groups to be constantly trawling RVBC website in order to spot something new Groups do care what has happened to their comments and need to check on this in order to feed back to their members.

**REF 29 3.1 P.15 Last sentence "shared consultation would normally...options."**

There must be considerable overlap with the proposed Development Plan and it would seem sensible to use this much more than this sentence seems to indicate. This overlapping is also evident in **3.2 "The toolkit identifies..."**

**REF 30** Throughout the document we have found no indication of the considerable consultation which must take place with Lancashire County Council LCC has the biggest influence on many developments, with its environmental responsibilities for the surfaces of footpaths, roads, exits etc. This omission is, we feel, a serious one and Ribble Valley Borough Council needs to demonstrate openly its engagement with Lancashire County Council.

We hope these comments will prove useful.

## How will representations be considered?

Each of the representations has been considered in detail and where necessary changes to the SCI document have been made. These changes are set out below and marked in red.

**Table 1 Outcomes and Amendments**

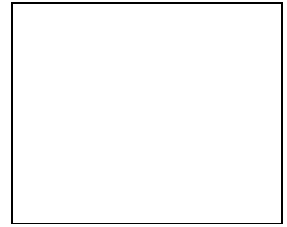
<i>Representation reference number</i>	<i>Outcome</i>
1	Amend the document Appendix 1 Specific Consultation Bodies Page 20 bullet 1 to read “...(in this area the North West Regional Development Agency and the Regional Leaders Board at the time of this consultation)
1B	Amend document to add a new reference under the 3 <sup>rd</sup> bullet of Appendix 1 Specific Consultation Bodies beginning “ a relevant authority” to read: “ a regional planning authority (at the time of this consultation)
2	Amend the document Appendix 1 Other Consultation Bodies Page 22 by deleting the reference to regional development agencies in the 11 <sup>th</sup> bullet to avoid confusion
3	Statutory consultees relevant to the application, such as the Highways Authority, the Environment Agency, etc are consulted as a matter of course by electronic means, which usually gives the required 21 days given to respond. If statutory consultees are having difficulty the Authority will consider these on a case by case basis and endeavour to be as flexible as possible.
4	Amend the document Page 26 Planning Consultants and Agents paragraph to include at the end of the paragraph “There are also other consultants who may also be able to offer appropriate advice.”
5	Where Government guidance requires consultation on LDF evidence base documents, RVBC will continue to undertake this. All evidence base documents are available to view on the Council’s website and where public consultation has led to significant amendments to the evidence base documents, a Summary of Representations documents will be produced.
6	Consultation on Sustainability Appraisal, Strategic Environmental Assessment and Appropriate Assessment (following a Habitat Regulations Assessment) will be undertaken in accordance with the Central Government guidance and good practice and the European Directive. Many of the public consultation stages of SA take place simultaneously with consultation on the actual LDD. These stages will be made clear on the Council’s website to ensure that the past, present and future process is explained. It is not possible to add any additional information into the SCI as the SA/SEA and AA requirements vary depending on the LDD being produced.
7	The legislation does not require us to produce a Summary of Representations document for evidence base documents, however, where appropriate, a Summary of Representations document will be produced on those evidence base documents where there has been a large amount of public interest or the document has been significantly amended in light of public consultation.
8	In developing our consultation timeframes we will endeavour to be as flexible as possible within our resource and other constraints.
9	Some faith groups can be regarded as hard to reach by commonly used consultation techniques as they may be principally composed of individuals whose first language is not English.  However there is the potential for misunderstanding on this point. Amend document to remove the text beginning with “The Council

	<p>considers the following groups as being “hard to reach” final sentence at bottom of Page 6 Section 2.5 and all the following bullet points and replace with the following:</p> <p>“People who are least likely to give their views include:</p> <ul style="list-style-type: none"> <li>• Young people (those under 18 years old)</li> <li>• People with physical or mental disabilities, with special needs or people who may have difficulty in reading or writing</li> <li>• People from ethnic groups or whose first language is not English</li> <li>• Other disadvantaged groups</li> </ul> <p>Consultation exercises will be monitored to help identify groups within the community that are under represented and highlight any barriers which may prevent responses”</p>
10	We will provide more user-friendly online consultation response forms in future consultations.
11	<p>Thank you for this suggestion. There is a significant amount of material on planning and transport and other related issues publicly available within local authority websites that help people to keep up to date on many issues. Also there is much material available within national government sources. If local people have questions they can send them by email or letter to officers, who will endeavour to answer them as promptly as possible.</p> <p>However the organisation of either a once a year public meeting or a once a month meeting based on the format you mention would pose significant logistical and resource issues. It should also be borne in mind that Council Committee meetings where formal decisions are taken on matters such as transport and planning are held in public and their agenda is published in advance.</p>
12	The process of producing spatial plans for the Borough is controlled by government legislation and the Authority monitors closely the costs of developing policy and other planning documents.
13	The spatial planning team and the authority in general will continue to deliver as effective a service as possible within constrained future budgets.
14	The advice that Parish Councils give on planning applications and on planning policy consultations is greatly valued by planners and we hope that they will continue to be involved as we develop the Local Development Framework documents. We have in the recent past sent policy consultations to all parishes within the Borough and will continue to do so as we understand the value of the local expertise that they bring. We have also organised workshops and discussions on policy documents for Parish Councillors and will continue to do so.
15	<p>Amend the document by inserting a new paragraph at the end of Section 1.1 Page 1. This should read</p> <p>“The main changes (caused by publication of the Town and Country Planning (Local Development) (England) (Amendment) Regulations of 2008 and 2009 ) are:</p> <ul style="list-style-type: none"> <li>• Removal of the preferred options stage for Development Plan Documents (DPDs) and the introduction of a more flexible participation process;</li> <li>• The removal of the requirement of the SCI to be subject to independent examination; and</li> <li>• the removal of the requirement for Supplementary Planning Documents (SPDs) to be subject to sustainability appraisals.</li> </ul> <p>Section 2 below deals with the production of these documents on more detail”</p>

16	<p>To improve clarity amend the document to insert a new paragraph after para 2.5 on page 7 briefly describing the LDF Database of Consultees. This would include a brief restatement of the first paragraph of Appendix 2 and point readers to Appendix 2 where the database is described in more detail. It would read thus:</p> <p>“The Forward Plans section maintains a database of persons and organisations who wish to be contacted when LDF documents are under preparation. Details of this database can be found in Appendix 2.”</p>
17	<p>The Coalition Government has indicated that it wishes local authorities to continue to develop their Local Development Frameworks and to keep their Statements of Community Involvement up to date.</p>
18	<p>There is no government requirement for the Local Development Scheme, which is a timetable of policy document production, to be consulted upon. However its revisions are subject to Council members’ scrutiny and it is publicly available on the Council’s website.</p> <p>There is public consultation on Supplementary Planning Documents (SPDs) and this is described in Table 3 Page 10.</p>
19	<p>On Page 5 Section 2.2 the two main stages of public consultation mentioned in the second paragraph are the Regulation 25 and 27 stages (the first and second bullets immediately below. Both these stages involve public consultation and the various kinds of consultation and the groups to be consulted at both the Regulation 25 and 27 stages are described on pages 8 and 9.</p> <p>Amend the document Page 5 Section 2.2 second paragraph first sentence to:</p> <p>“Following recent legislation there are now two main formal stages of community involvement in the preparation of a Development Plan Document (or DPD). These are the Regulation 25 and Regulation 27 stages mentioned below. These consultation stages are described in more detail in Table 2 pages 8 to 9.”</p>
20	<p>We are very happy that the Society can help individuals who may not feel comfortable in expressing their views on planning matters and we thank the Society for this kind offer.</p>
21	<p>We do recognise that it is difficult in a concise document to generalise about individuals. We include people within the groups mentioned to help us identify how successful we are at consulting with the whole community, not just those who regularly contribute their views, and make it clear to the whole community that we want all segments of society to contribute their views. However we have considered amending the text (please see REF 9 above).</p>
22	<p>The Government has amended its guidance on consultation to make the process more flexible and allow council’s, who have to balance constrained resources, to decide the best ways to consult on any particular document. This recognises that there is not a “one size fits all “ approach to such matters. The approach taken to a wide ranging strategic DPD such as a Core Strategy, in which several different consultation methods will be used to engage the whole of the Ribble Valley community will be different to the approach taken in a more geographically limited DPD, such as an Area Action Plan, which may involve a more limited part of the community. We are also aware of the need to avoid “consultation fatigue”.</p>
23	<p>We do understand that some may feel that they should not have to pay for the cost of a hard copy document but the Council has to also consider the significant costs involved in consultation exercises and attempts to strike the right balance. We do advertise our consultations, put hard copies into local libraries, which we hope are accessible to the community and we put documents on the website,</p>

	which can be printed off, in addition to the hard copy available at planning reception. We hope to make at least major documents available on CD in future.
24	We are given flexibility to decide when in the consultation process to time meetings. In some cases we may decide to hold a meeting early on in the process to explain an issue, in some cases, for instance if many local people have responded requesting more clarity on a consultation, we may arrange a meeting later on in the process.
25	Government has indicated that local authorities should have more flexibility in deciding who to consult with and how in relation to a wide variety of different documents, which may relate to all the community and all the local authority area or only specific parts of the locality or community. We do recognise that some groups have more wide ranging remits than other and we will take this on board in deciding who to invite comments from on any particular issue.
26	These meetings have in the past and will continue to offer opportunities to put questions about policy consultations to officers, who can also be contacted over the phone and by email
27	The phrase "the silent majority" is used here to indicate people who do not normally express their views but for clarity we will amend the document to remove the final sentence referring to this phrase in the Citizens Panel Survey paragraph on Page 12.
28	We are very mindful of the need to show people who have taken the time to consider our consultations and give us their views that we have considered them and responded to the points that they have raised and how they may have influenced a particular policy document. However we also have to keep the costs of consultations within reasonable bounds. We hope that we can, at the beginning of a consultation, indicate an approximate date when we will be able to publish our responses in both limited hard copy form and on our website, to avoid the need for a constant search for information. We are currently investigating the various technical issues in sending responses by email but, as many in the Borough do not have access to the web, and given the costs of large postings, we will have to consider the most cost effective ways to feed back responses on a case by case basis.
29	We are bound by government regulations regarding how planning specific consultations can be held and there are some occasions when the formats of some non-planning specific consultations held by the authority will not be appropriate. However we will endeavour to use as many opportunities to use wider consultations for planning purposes as possible, to avoid consultation fatigue and to keep costs down.
30	The authority consults widely with Lancashire County Council on many matters from aspects of individual planning applications to policy documents. The county council is mentioned as a Specific Consultation body in Appendix 1 3 <sup>rd</sup> bullet, ie that they must be consulted when preparing Development Plan Documents. Amend document to illustrate consultation with the county council by including Lancashire County Council within Section 4.3 Page 17 2 <sup>nd</sup> bullet to read "Statutory consultees relevant to the application such as Lancashire County Council in its role as the Highways Authority, The Environment Agency...."





**STATEMENT OF COMMUNITY INVOLVEMENT:**

**EVIDENCE OF PRE-ADOPTION CONSULTATION/ INVITATION  
FOR COMMENT**

The following section includes evidence of consultation, including the letter sent to contacts on the LDF consultation database and screen shots taken from the Ribble Valley Borough Council website, illustrating that the document was available to view and comment on.

# RIBBLE VALLEY BOROUGH COUNCIL

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please ask for: Phil Dagnall  
direct line: 01200 414570  
e-mail: [Philip.Dagnall@ribblevalley.gov.uk](mailto:Philip.Dagnall@ribblevalley.gov.uk)  
my ref: REVSCI/1  
your ref:  
date: 21-5-10

Council Offices  
Church Walk  
CLITHEROE  
Lancashire BB7 2RA

Switchboard: 01200 425111  
Fax: 01200 414488  
DX: Clitheroe 15157  
[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

## **Ribble Valley Revised Statement of Community Involvement Public Consultation**

Dear Sir or Madam,

The Statement of Community Involvement (SCI) sets out Ribble Valley Borough Council's commitment to involving all parts of the community in the preparation and revision of Local Development Documents and also how the Council will consider planning applications. It makes clear how and when the community can get involved in the various stages of the preparation of different types of planning policy documents and sets out the consultation delivery standards we will aim to achieve. It also describes the various consultation stages each planning policy document will go through and the various methods that we will use to consult with the many different groups and individuals that make up the local community. In addition it also makes clear all those other bodies, both national and regional, that also need to be consulted.

This Statement of Community Involvement is a revision of our initial SCI, which was adopted in 2007, and takes into account changes in national planning guidance and our experience of recent consultations. The SCI is available at:

- the Council website at [http://www.ribblevalley.gov.uk/info/200180/planning\\_policy/429/welcome\\_to\\_planning\\_policy/12](http://www.ribblevalley.gov.uk/info/200180/planning_policy/429/welcome_to_planning_policy/12) and the by following the associated links, and also in hard copy at:
- the Planning Reception counter at our Clitheroe offices (please see address at the head of this letter) and at;
- public libraries at Clitheroe, Chatburn, Read, Whalley, Longridge and Mellor

To submit your views on the SCI you can email us at [planning@ribblevalley.gov.uk](mailto:planning@ribblevalley.gov.uk) marking the message "Revised SCI Consultation" or by sending a letter to Phil Dagnall, Forward Plans, Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe BB7 2RA.

Alternatively you can fill in the Consultation Form available on the Council website at: [http://www.ribblevalley.gov.uk/info/200180/planning\\_policy/429/welcome\\_to\\_planning\\_policy/12](http://www.ribblevalley.gov.uk/info/200180/planning_policy/429/welcome_to_planning_policy/12) then following the link to Consultation Form. To email it you will need first to print it, fill it in, scan it and then attach to an email or you can post it to us. This consultation will be open for a six week period from **9.00 am on 26<sup>th</sup> May 2010 to 5 pm on Friday 9th July.**

Yours sincerely,

Phil Dagnall, Assistant Planning Officer,  
Forward Plans

# Ribble Valley Borough Council

## Latest News

### Successful Food Trail to be Re-Launched

An award-winning food trail devised by Ribble Valley Borough Council is to be re-launched two years after being a runaway success.

[More news](#) [Press releases](#) [RSS feed](#)

- [Young Achievers and Community Champions Honoured](#)
- [Join the Search for Ribble Valley Heroes](#)
- [Clitheroe Castle Wins Top Tourism Award](#)

## Leader's Message



Ribble Valley Borough Council Leader Michael Ranson produces a regular message outlining the work of the council and the latest issues.

## Visit Ribble Valley



The official tourism website for the Ribble Valley

## Young Achievers and Community Champions Honoured



Ribble Valley's young achievers and community champions were honoured at a ceremony in Clitheroe.

## Ribble Valley News



Ribble Valley Borough Council produces a civic newspaper, Ribble Valley News, twice a year.

## Budget Announcement - Increase in Level of Small Business Rate Relief



The Government is introducing a temporary increase in the level of Small Business Rate Relief available to eligible businesses.

## Annual Report 2008-2009



Ribble Valley Borough Council has published its 2008/09 annual report.

## Ribble Valley Borough Council's Statement of Community Involvement



Ribble Valley's Revised Statement of Community Involvement is going out to public consultation

## Development Services News

### Ribble Valley Borough Council's Statement of Community Involvement

#### **Ribble Valley's Revised Statement of Community Involvement is going out to public consultation**

The Statement of Community Involvement (or SCI) sets out our commitment to involving all parts of the community in preparing local planning documents. Due to changes in government legislation and our experience of recent consultations we are revising the SCI and we want your views.

The SCI sets out the various stages through which local planning documents have to pass before they become adopted and are then used to decide where future development should go.

It describes when in the process local people and other interested parties can give their views and what methods the Council will use to gather local opinion.

It also outlines the many different groups and organisations that make up the local community and how each will be consulted.

The consultation will run from the 26<sup>th</sup> May to 9<sup>th</sup> July.

For further information on the consultation, to view the revised SCI itself and to submit your consultation by email, please [click here](#).

#### **Pages in Development Services News**

1. **You are here:** Ribble Valley Borough Council's Statement of Community Involvement
2. [Countryside DVD's](#)
3. [Teamed Up For Town's Masterplan](#)
4. [Planning and Development Committee 11 March 2010](#)

# Welcome to Planning Policy

## Revised Statement of Community Involvement Consultation

### Ribble Valley Revised Statement of Community Involvement

#### Public Consultation

The Statement of Community Involvement (SCI) sets out Ribble Valley Borough Council's commitment to involving all parts of the community in the preparation and revision of Local Development Documents and how the Council will consider planning applications. It sets out how and when the community can get involved in the various stages of the preparation of different types of planning policy documents and sets out the consultation delivery standards we will aim to achieve.

It also describes the various consultation stages each planning policy document will go through and the various methods that we will use to consult with the many groups and individuals who make up the local community. In addition it also makes clear all those other bodies, both national and regional, whose views need to be considered.

This Statement of Community Involvement is a revision of our original SCI which was adopted in 2007, and takes into account both changes in national planning guidance and our experience of recent consultations.

**This consultation will be open for a six week period from 9.00am on 26th May 2010 to 5 pm on Friday 9th July**

To view the revised SCI please [click here](#).

To submit your views on the SCI you can email us at [planning@ribblevalley.gov.uk](mailto:planning@ribblevalley.gov.uk) marking your message "Revised SCI Consultation" or:

by letter to:

Phil Dagnall, Forward Plans, Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe BB7 2RA

Alternatively you can fill in the Consultation Form available by [clicking here](#) and attaching it to an email or posting a hard copy.

The SCI is available to be viewed in hard copy at:

the Planning Reception counter at our Clitheroe offices from 9.00 am to 5 pm Monday to Friday and;


Public libraries in Clitheroe, Chatburn, Read, Whalley, Longridge and Mellor

### Pages in Welcome to Planning Policy

1. [Introduction](#)
2. [Contacting us](#)
3. [Local Development Framework](#)
4. [Strategic Housing Land Availability Assessment](#)
5. [LDF Documents](#)
6. [LDF Evidence Base](#)
7. [LDF Related Documents](#)
8. [Annual Monitoring Reports](#)
9. [Core Strategy](#)
10. [Housing and Economic Development DPD](#)
11. [Strategic Flood Risk Assessment](#)
12. **You are here:** [Revised Statement of Community Involvement Consultation](#)

## Revised Statement of Community Involvement

Full revised Statement of Community Involvement document April 2010

- [Revised Statement of Community Involvement](#)
-  (PDF)
- Size: 325.2 KB
- Estimated download time: (56k = 48 secs)