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Statement of Community Involvement in Planning:

The consultation is being used to review and update the Statement of Community Involvement in Planning Statement adopted in 2007. The consultation reflects both changes in planning law and how this affects the requirements for consultation, whilst also looking at how this consultation has previously been carried out and how social media has radically changed over the period.

The consultation is broken down into five sections:

1 & 2: Are basically a preamble that explains what the consultation covers including recent changes to the planning system and the rationale behind the Development Plan and what documents are included and monitored.

3 Participation and Consultation in Plan Making: This section concentrates on which documents and at what stage the documents need public consultation. The section then lays out when and how both statutory bodies and public consultations either statutory or optional are carried out, with whom and how that consultation will be carried out.

The section then contains a table showing all the methods of communication used in the consultation against each are shown the following:

- Why it is used?
- What are the benefits?
- What are the drawbacks?
- What are the resource implications?
- What documents will use that method for consultation?

Section 3 also contains a sub section relating to Neighbourhood Plans and the consultation required which may be of interest to the N. P. Steering Group.

4 Consultations on Planning Applications: Section 4 gives a brief outline of the salient planning procedures used in the planning application process from both the applicant and the public's perspective giving the statutory requirements for public publication and the roles of Councillors and Committees at all levels.

5. Monitoring & Review:

5.1 New legislation and regulations; changing customer expectations; reductions in staffing and new developments in technology are just some of the factors that require the effectiveness of the Council's programme of public consultation and stakeholder engagement to be kept under consideration.

5.2 A periodical review of the Statement of Community Involvement (SCI) will be carried out to ensure that the document remains up-to-date and is appropriate in the prevailing circumstances.

5.3 Monitoring will help to consider not only the outcomes of a public consultation exercise, but also the effectiveness of the process.

5.4 A future review of the SCI is likely to be triggered if:

- monitoring of consultation arrangements suggests the need for significant change;

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- The number of responses to a consultation exercise is significantly below expectations, particularly from hard to reach groups;
- Cuts in staffing or budgets mean that consultation and engagement above the minimum statutory requirements is no longer achievable; or
- There are significant changes to relevant government legislation, policy and/or guidance.

Section 5 has been reproduced in full:

Parish Council Perspective on the Consultation:

Overview: The Clerk appreciates that a set procedure and expectations on consultation needs to form part of the portfolio of planning documents that will eventually form the Pendle Local Plan and that these need to be periodically reviewed to judge the effectiveness of the consultation process.

But this can be viewed in different lights between Local Plan policy documents and planning application consultations and the availability of notification to consultees and members of the public. In the case of awareness of Local Plan policy document consultation the difference between consultees and the general public is probably at its widest.

Planning Policy Consultations:

Consultees: Barrowford Parish Council as a consultee has received emails informing when public consultations are expected notices for the council's notice boards to advertise and promote these consultations and Framework Pendle's newsletter keeping the council abreast of progress.

The Public: Many complaints have surfaced that the public did not know when consultations took place, this may be true but that does not mean that Pendle did not promote or advertise these events although this may reflect modern day living where few buy local newspapers or read public notices at libraries, council offices, or parish noticeboards. Pendle has run public awareness events even at Holmefield House but attendance has been extremely low. Local newspapers cannot be compelled to write articles promoting public consultations and seldom have the staff to do so. Press releases by the borough are not always published at an appropriate time and the consultation period may have been in progress for a week or two prior to the press release being published.

Those that do learn about consultations seldom know how to access the documents on line and those that do find the technical nature of the documents and supporting documents both difficult to read and even harder to understand particularly in the context of the immediate area in which they live as opposed to Pendle as a whole.

Planning Application Consultations:

Statutory Consultees: The Parish has the legal right to be notified of all planning applications within the Parish Boundary and as such is usually notified generally in weekly with submitted plan list and specifically when the public consultation period starts.

The Public: The public are notified in a variety of ways dependant on the type and scale of the application and may include, site notices, letter to nearest neighbours, newspaper legal notices and the council's website.

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Possible Council comments on the Consultation:

Local Plan Consultations:

- The notification and information given to the Parish Council is more than adequate.
- The supplies of advertising posters used on recent consultations have enabled Parish Councils to promote consultations on council notice boards.
- The use of public venues such as Holmefield House for drop in exhibitions including one to one talks with planning officers have although useful are seldom well attended unless a controversial decision is being discussed. Perhaps small exhibition boards promoting these consultation roadshows for a period prior to the event should be displayed at these venues to encourage higher public participation.
- More use should be made of social media, such as Facebook, Twitter and perhaps a more interactive simple Pendle planning website. The website could include shorter precise version of policy documents in plain language allowing the public to appreciate the scope of the consultation. These shortened documents could contain links to the full document allowing the public to identify items of importance to themselves without having to read complex technical documents and appendices often running into hundreds of pages.
- As the local newspapers decline in popularity perhaps local radio stations should be asked to air public consultation details signposting the way to further information.

Planning Application Consultations:

- That notification given to the Parish Council is adequate in the initial information but amended plans are not automatically notified as with those receiving neighbour letters.
- Notices are not always posted near every application site.
- Neighbour letters are often confined to a small circle particularly in built up areas leaving some affected properties unaware of the application.
- On some larger sites especially through open countryside with public footpath access not enough consideration is given to informing the path users who may not necessarily live within the immediate notification area. Perhaps all public rights of way liable to variation or loss of amenity through planning applications should routinely have notices displayed.
- Consideration should be given to a further consultation period if significant amendments are presented either after or towards the end of the public consultation period.
- Significant amendments to planning applications should routinely be notified to Statutory Consultees as a matter of course especially Town & Parish Councils as the most local tier of local Government.
- That submission of amended plans either on the day of decision or tabled at the meeting should be resisted as it leads to the appearance that due process including public consultation has been circumvented to the benefit of planning

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applicants. Using deferment of decision to the next meeting as standard practice would in the long term deter applicants from this practice.

- Planning documents although readily available on the councils website, often do not contain the relevant details and measurements to enable a subjective view of size and massing or visual impact on the street or landscape with buildings often only showing the height to the roofline at troughing level or top of the highest window, but not the roof ridge line or the top of the chimney stack.
- Other areas of confusion when viewing planning drawings on line occur when the existing elevation/layout drawings are drawn in a different usually larger scale than the proposed elevation/layout drawings distorting the initial first impression of overall appearance or massing/layout.