



Rochford District Council

STATEMENT OF COMMUNITY INVOLVEMENT

**REGULATION 25
CONSULTATION SUMMARY**

November 2005



Rochford District SCI

INTRODUCTION

In accordance with Regulation 25 of the Town and Country Planning (Local Development) (England) Regulations 2004, Rochford District Council have undertaken a consultation exercise to seek the views of key consultees and the public in general on the initial draft of the Statement of Community Involvement (SCI).

The results of this consultation exercise, together with the Local Planning Authority's (LPA) views on the comments received and recommendations for alterations to the SCI, are outlined in this document.

The LPA consulted the following groups / organisations on the initial draft of the SCI:

- Althorne Parish Council
- Ashingdon Parish Council
- Barling Magna Parish Council
- Basildon District Council
- Burnham on Crouch Town Council
- Canewdon Parish Council
- Castle Point Borough Council
- Chelmsford Borough Council
- Devplan UK
- East of England Regional Assembly
- East of England Regional Development Agency
- Essex County Council
- Essex Race Equality Council (REC)
- Essex Youth Service
- Federation of Small Businesses
- Foulness Parish Council
- GO East
- Great Wakering Parish Council
- Gypsy Council for Education Welfare & Civil Rights
- Hawkwell Parish Council
- Highways Agency
- Hockley Chamber of Trade
- Hockley Parish Council
- Hullbridge Parish Council
- Jones Day
- Little Burstead Parish Council
- Maldon District Council
- Noak Bridge Parish Council
- North Fambridge Parish Council
- Paglesham Parish Council
- Purleigh Parish Council
- Ramsden Bellhouse Parish Council
- Ramsden Crays Parish Council
- Rawreth Parish Council

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- Rayleigh Chamber of Trade
- Rayleigh Town Council
- Rettendon Parish Council
- Rochford & District Chamber of Trade & Commerce
- Rochford District Access Committee
- Rochford Parish Council
- Runwell Parish Council
- Rural Community Council of Essex
- Smith Stuart Reynolds
- South East Essex Chamber of Commerce
- South Woodham Ferrers Town Council
- Southend-on-Sea Borough Council
- Southminster Parish Council
- Stambridge Parish Council
- Stow Maries Parish Council
- Sutton Parish Council
- The Housing Corporation
- The Planning Bureau Limited

The above were sent a letter explaining the purposes of the SCI, LDF and this particular consultation exercise (see Appendix A). The above groups and organisations were also sent a questionnaire (see Appendix B)

The LPA publicised the initial draft of the SCI through articles on the Council's website and by issuing a press release to the following local newspapers (see Appendix C):

- Chronicle
- Echo
- Enquirer
- Rayleigh Times
- Southend Standard
- Yellow Advertiser

The initial draft SCI and questionnaire were also available to download from the Council's website. Paper copies were available from the Council Offices and were sent out free of charge to those who requested one.

When members of the public requested a copy of the draft SCI they were also sent out a letter (see Appendix D) and questionnaire.

A response was sent to all those who had submitted representation in respect of the initial draft SCI (see Appendix E). A more specific letter was sent to some respondents, in particular to those who had requested an addition to the consultation list.

As detailed below, it is recommended that a number of alterations be made to the next draft of the SCI. The next draft that the LPA will produce will be subject to a wider consultation exercise as required by Regulation 26 of the Town and Country Planning (Local Development) (England) Regulations 2004. This will afford those with an interest in the planning of the district a second opportunity to influence the SCI.

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CONSULTATION RESPONSE

QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
N/A –General comments		N/A	N/A	N/A
RESPONDENT	COMMENTS			
Ashingdon Parish Council	The use of tables and different colours in the Statement of Community Involvement are good. We expected Parish Councils to be top of the list in Table 4 page 22 not last			
Castle Point Borough Council	Satisfied with the way Rochford consult Castle Point Borough Council on planning matters. Therefore, propose no changes to the draft SCI			
East of England Development Agency	<p>EEDA's principal role is to improve the East of England region's economic performance. Our main concern with Statements of Community Involvement is therefore that they help deliver:</p> <ul style="list-style-type: none"> Sustainable economic development and regeneration in the East of England, and in particular, The new Regional Economic Strategy (A Shared Vision: the regional economic strategy for the East of England, 2004) <p>EEDA has supported the following specific initiative. We would encourage the Council to ensure this is, where relevant, incorporated in Community Involvement plans:</p> <ul style="list-style-type: none"> Inspire East, the regional centre of excellence to promote ideas and actions for sustainable communities – a principal task of which is to enable better joint working and collaboration between the community, those working in built environment occupations and others involved in planning, delivering and maintaining sustainable communities. This will be achieved through sharing information, best practice and developing skills. <p>[Also, comments on SCIs in general, as opposed to Rochford's draft in particular, made.]</p>			
East of England Regional Assembly	<p>The Assembly broadly welcomes the draft Statement of Community Involvement (SCI) and also welcomes the flexible approach to individual and organisations wishing to be involved in the planning process and the links between the Council's Community Strategy, Social inclusion policy and other policies.</p> <p>However, in taking your draft SCI forward, the Assembly would encourage your authority to continue to view the regulations as a minimum standard and to engage in the widest practical participation, particularly with those groups and individuals characterised as 'hard to reach'.</p> <p>However with regards to table 4, whilst you have consulted the</p>			

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	Assembly on your draft SCI in line with regulations, the East of England Regional Assembly is concerned that it is not listed as a consultee on table 4 (Consultees)
GO East	<p>Did not receive a copy of the document nor have we been able to easily download a version from you website as suggested.</p> <p>[Also, comments on SCIs in general, as opposed to Rochford's draft in particular, made.]</p>
Highways Agency	No comments to make on the draft
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	<p>Wm. Morrison Supermarkets plc are a major food and grocery superstore retailer who although currently not represented in the District are seeking such representation in the future. The Company generally supports the proposals set out in the draft SCI for future consultation, however wish to raise concern regarding Section 9 Pre-Application (page 15). Whilst this document 'encourages' pre application consultation with local communities the last paragraph states:</p> <p>'Table 3 outlines a range of techniques that a developer <u>should</u> use in order to effectively engage with local communities prior to submitting a planning application. The type of proposal being considered will determine which techniques <u>should</u> be used.'</p> <p>We would suggest that this paragraph be re-worded to:</p> <p>'Table 3 outlines a range of techniques that a developer will be <u>encouraged</u> to use in order to effectively engage with local communities prior to submitting a planning application. The type of proposal being considered will determine which techniques <u>could</u> be used.'</p> <p>This allows a certain amount of flexibility in the techniques used for pre- application public consultation depending on the scale and nature of the proposal.</p> <p>The Company is keen to ensure that it is consulted at future stages of document preparation and in this regard, would be grateful if you could ensure that Peacock & Smith are placed on the consultation database on behalf of Wm. Morrison Supermarkets plc to be informed at future stages of document preparation/consultation. We would ask that this is at the <u>earliest</u> possible stage of any consultation process</p>
South Woodham Ferrers Town Council	South Woodham Ferrers Town Council has noted this document and has no comment to make, but would like to remain on the mailing list for future communications. Thank you for the invitation to respond.
OFFICER'S COMMENTS	
<ul style="list-style-type: none"> It was never the intention for the position of groups within the list of consultees in Table 4 to be in any way indicative of status or importance. It would not 	

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unproblematic to alter the layout of the table, and would have a nominal impact on the content of the SCI

- The existence of Inspire-East, a regional body made up of representatives from a number of organisations is noted.
- The omission of EERA from the list of consultees on Table 4 is an oversight. EERA should be included in this list.

- The section on pre-application techniques (Section 9) in the SCI makes clear that the Council cannot insist that a developer carries out a pre-application consultation exercise, but that it will be encouraged. The SCI similarly makes clear that the list of techniques in Table 3 is neither exclusive nor exhaustive. The use of 'should' as opposed to 'encouraged' and 'could' in the pre-amble for Table 3 makes clear the minimum level of pre-application the Council would consider necessary in order for a pre-application consultation exercise to be considered acceptable. Table 3 outlines the differing requirements for the various types of application and does not specify detailed consultation requirements, allowing for a degree of flexibility.

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RECOMMENDATION

- Alter Table 4 to show Parish Councils at top
- Add 'Inspire East', EERA and EEDA to the list of consultees.

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
1. The level of community involvement proposed is suitable		9	45	45
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. It would be more cost effective if the community were involved before plans were drawn up - not when draft versions are produced.			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. What safeguards will be put in place to form level / legal playing fields. Developers applying for consent for £1m+ developments and a private individual adding a small extension? Where everything but the Lord's prayer is asked for in detail?			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Disagree. Very disappointed that Essex Bridleways Association not on list of consultees as over the years we have been on various committees and have commented on planning matters. At present involved closely with ECC regarding 25 claims for routes in the Rochford District and have attended public inquiries relating to Rochford District. Have arranged two clearance work parties in the last year on Rochford paths.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Disagree			
Rochford Parish Council	Agree. Need to inform residents Associations/Tenants Associations etc.			
Rural Community Council of Essex	The SCI does not explain that there is more than one opportunity for involvement - no reference to front loading, only to comment on "the draft"(p7). For example, workshops or participatory techniques could be used to explore issues and options. The SCI does not include any mention of community led plans such as Parish Plans and Village Design Statements			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				

- It is the LPA's intention to involve people in the initial consultation period through the use of issues papers and participation techniques prior to a draft being produced, in the majority of cases
- It is considered appropriate to vary the level of community involvement depending on the scale of the planning issue being considered.
- Comments relating to Essex Bridleways Association noted.
- Comments on residents and tenants associations noted.
- The opportunity to participate at the initial phase of a documents production should be made clearer in the SCI. Techniques described on pages 8 and 9 and listed in Table 1 of the SCI include those that can instigate public involvement at the initial stage of a documents preparation, as well as those that can be used for follow-up consultation exercises etc.
- Community led plans, such as Parish Plans, Market Town Initiatives and Village Design Statements, have the potential to involve people at a local level in the decisions that affect their community. Successful community led plans should be socially inclusive and can lead to a detailed action plan that outlines the aspirations of community at a very localised level. Parish Plans are unlikely to be able to be adopted as Supplementary Planning Documents (SPDs). Community led plans may however still make a contribution to the planning system: elements of them may be taken and transplanted into an SPD, providing it conforms to other policies. Exercises such as the formation of community led plans can also encourage people to take an interest in the issues that affect their community. The promotion of community led plans would be likely to increase public participation in planning.

RECOMMENDATION

- Add text to SCI to clarify that issues papers and pre-draft participation exercises will be favoured to the production, and consultation on, drafts
- Add Essex Bridleways Association to consultation list
- List of consultees to be made flexible so that in the event other groups, such as tenant associations etc are formed, they can be added.
- Table 1 altered to include first phase of participation time windows.
- Text added to Section 11 – The SCI and other Council Strategies – explaining and promoting community led plans

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
2. The language used in the SCI is easy to understand		36	18	45
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. Too many abbreviations. People will have to keep checking what they stand for			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. Not easy for someone without a knowledge of what is supposed to happen. The planning chart page 26 is poor quality print and difficult to read			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Agree. But these questions would be easier if ref. to relevant pages of SCI.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Agree.			
Rural Community Council of Essex	Agree. A diagram showing the various documents that comprise the LDF might be a useful addition. There is no mention of the preparation of the evidence base			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">• Comments noted• The evidence base is not included in the SCI as it is not anticipated there will be any significant public participation in this stage of the LDF. The LPA will consult specialist groups on relevant Sustainability Appraisals and Strategic Environmental Assessments.• Suggestion of explanatory diagram noted				
RECOMMENDATION				
<ul style="list-style-type: none">• Replace abbreviations in SCI with full wording• Insert diagram explaining LDF composition into Section 4• Make Appendix A clearer.				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
3. The SCI explains what the SCI and LDF are		55	0	45
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Agree. This appears to be straightforward.			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Agree. It explains in general terms. Page / item numbers do not tie up with this questionnaire			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather				
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Agree.			
Rural Community Council of Essex	Agree.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">Comments noted				
RECOMMENDATION				
<ul style="list-style-type: none">No change to this aspect of SCI				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
4. The SCI adequately explains how the public can be involved in planning decisions		27	18	55
RESPONDENT	AGRREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Agree. This will only work with effective communication with the community			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. What safeguards are there that developers not building as approved, building differently door windows in different places and then RDC just rubber stamping & hard luck neighbours! Approvals given explicitly 2 properties to "a site" then third added!			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Agree.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Disagree. No mention of public participation at RDC planning committee meetings			
Rochford Parish Council	Neither. No response to this question.			
Rural Community Council of Essex	Agree. Appendix A text is very small. The "consideration" column could have stronger links to the text on p13. There is a need for clarification of how communities can be involved in the diagram.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">• Comments appear to relate to the implementation of Development Control and Planning Enforcement• The possibility of giving members of the public the opportunity to speak at Planning Services Committee was discussed at Environment Overview Scrutiny Committee on 12th December 2005.				
RECOMMENDATION				
<ul style="list-style-type: none">• Make Appendix A clearer.• Add text to Section 8 stating that the Council is examining the possibility of giving members of the public the opportunity to speak at Planning Services Committee.				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
5. The methods of consultation and public participation proposed for the preparation of the LDF are suitable		9	36	55
RESPONDENT	AGRREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. There are too many documents being produced and we appear to be governed by the East of England Plan.			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. The Council trades on that a person applying to the Secretary of State is not straightforward and is going to cost time / money to stop / change what they do not agree with / or infringes			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Disagree			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Neither.			
Rural Community Council of Essex	Disagree. The list of techniques on p8/9 and is a mixture of methods, organisations and other comments (e.g. 'Planning Aid' is an organisation not a technique). I have attached a method of community engagement list from Colchester Boroughs SCI, this list includes a greater number of methods and is a clear way to outline how the community can become informed, involved or consulted.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">• The LPA does not plan to produce any documents other than those required to produce and those outlined in the adopted LDS. The involvement of consultees in the initial consultation period prior to a draft being produced through the use of issues papers will reduce the number of draft documents produced. The Regional Spatial Strategy will replace the Structure Plan as the plan for the wider area under the new planning system.• The LPA aim to make access to planning information as easy as possible by having Planning Officers available to talk to and promoting other ways of obtaining planning information.• The list on pages 8 and 9 refers to methods the Council will adopt in order to facilitate public participation in planning decisions. Planning Aid is an organisation that provides planning advice and as such can be used by the members of the public who wish to know how to become involved in planning. It is therefore considered appropriate for the LPA to promote the use of Planning Aid, and for this				

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to be included within the SCI.

- The list of community engagement techniques suggested provides a useful description of possible participation techniques. However, the LPA consider that the SCI should be a practical document stating the consultation and participation methods the LPA, after assessing which are appropriate and which the LPA has the resources to undertake, will use, not simply an evaluation of possible techniques.

RECOMMENDATION

- No change to this aspect of SCI

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
6. The methods of consultation and public participation proposed for planning applications are suitable		9	36	55
RESPONDENT	AGRREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. The methods outlined are not flexible enough. Not everyone can contact the planning department in office hours			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon				
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather				
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree. How do public become involved in delegated planning decisions?			
Rochford Parish Council	Neither. No response to this question.			
Rural Community Council of Essex	Disagree. Pre-application consultation techniques (table 3) should include participatory techniques. Developers should take account of information arising from community led plans.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">The need for a flexible approach is noted in the SCI, but could be made clearer within the individual sections. The comments relating to out-of-hours contact are also noted. Officers can be contacted out-of-hours via email (although responses, clearly, can only be made during office hours) and information available on-line is similarly without time restrictionsPublic participation in delegated planning applications is covered in Section 7.Public exhibitions, public meetings, workshops and consultation panels (Table 3) can be utilised as pre-application participation techniques. The text within Section 9 on pre-application refers to 'consultation'. This should be altered to include 'participation' as well as 'consultation'.				
RECOMMENDATION				
<ul style="list-style-type: none">The ability to contact the planning department and obtain planning information at any time of the day to be made clearer in the SCIAlter text in Section 9 to encourage pre-application participation, as well as consultation.Add to Section 9 encouraging developers to take into account relevant community led plans at the pre-application stage.				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
7. The SCI demonstrates how the Council will engage with ‘hard-to-reach’ groups that historically have been excluded from the planning process		27	18	56
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Agree. If members of the community have difficulties in communication do you have the resources for one to one consultations			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Neither. Wait’s to be seen.			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Disagree.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree			
Rochford Parish Council	Agree			
Rural Community Council of Essex	Disagree. More participatory methods are needed to engage disenfranchised groups			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER’S COMMENTS				
<ul style="list-style-type: none">Resources are available for members of the public to discuss issues one-to-one with Planning Officers.The LPA has consulted organisations representative of communities that have traditionally been under-represented in planning decision-making (Table 5 of SCI). These organisations are thought to be able to act as a gateway to encouraging participation of ‘hard to reach’ groups.				
RECOMMENDATION				
<ul style="list-style-type: none">No change to this aspect of SCI				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
8. The SCI makes clear that resources are available to manage community involvement effectively		36	18	45
RESPONDENT	AGRREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. Many of the resources are not practical			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. There is no detail or info as to how infrastructure's to be handled. Roads, drains already overloaded sewers, surface water drains and RDC allows further discharges and others get the problems, backflow on sewers etc			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Agree.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Agree.			
Rural Community Council of Essex	Agree. The SCI does not mention the work that the RCCE and other community / involvement sector organisations carry out. The consultation work carried out by these groups and other public bodies could be used.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">Views noted.Comment appears more relevant to Core StrategyIt would be unreasonable and irresponsible for the LPA to rely on third parties to organise and undertake consultation independently. When consultation exercises have been carried out by other groups, however, the LPA will have the opportunity to consider these.				
RECOMMENDATION				
<ul style="list-style-type: none">Make addition to Section 11 – The SCI and other Council Strategies – acknowledging the opportunity for consultation exercises carried out by other groups to be considered.				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
9. The SCI demonstrates that Rochford District Council has mechanisms for reviewing the SCI		45	9	45
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Agree. But not everyone has the facilities to receive those methods			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. Who will this favour developers? All the development you have allowed in Rochford, Ashingdon and Hockley over the last 20 years and 3/4 houses in place of one policy. Nothing has been done to prevent overloading the B1013 - high noise levels and pollution levels! So what are you doing before any more development! The 3/4 for one policy is often 4/5 bed houses often 10/12 times no. of vehicles and 20 times utility load.			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Agree.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Agree.			
Rural Community Council of Essex	Agree.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">• Comments noted• Comments do not appear to relate to SCI				
RECOMMENDATION				
<ul style="list-style-type: none">• Add to section 12 (Reviewing the SCI) outlining how feedback on the SCI review can be accessed				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
10. The SCI shows how the results of community engagement will be fed into the preparation of the LDF		18	36	45
RESPONDENT	AGRREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. The community may find this confusing			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. To what level no guarantees			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather				
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Disagree. Not clear.			
Rochford Parish Council	Agree			
Rural Community Council of Essex	Disagree. The SCI does not demonstrate how community led plans can be linked to the LDF			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">• Comments noted. Additional explanation of the process within Sections 6 and 6.1 would help clarify.• Community led plans, such as Parish Plans, Market Town Initiatives and Village Design Statements, have the potential to involve people at a local level in the decisions that affect their community. Successful community led plans should be socially inclusive and can contribute lead to a detailed action plan that outlines the aspirations of community at a very localised level. Parish Plans are unlikely to be able to be adopted as Supplementary Planning Documents (SPDs). Community led plans may however still make a contribution to the planning system: elements of them may be taken and transplanted into an SPD, providing it conforms to other policies. Although community led plans have the potential for increased public participation the LPA cannot guarantee that those produced will be able fed into the LDF.				
RECOMMENDATION				
<ul style="list-style-type: none">• Add to Sections 6.1, clarifying how consultation responses are to be used• Addition to Section 11 to explain and promote Parish Plans, but noting their limitations in respect of the LDF.				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
11. It was easy to access a copy of the SCI		27	27	45
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Disagree. Where is the document available to the community and where is it advertised			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Disagree. No. The advert in the paper was wrong. It only gave 4 days notice of return			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather				
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Agree. The SCI was very well written and could be easily understood.			
Rural Community Council of Essex	Agree.			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">The promotion and publication of the SCI is a balance between maximising the number of people it reaches and the resources available. This was a pre-consultation draft of the SCI document. It would be prudent to concentrate resources available for the consultation on the SCI on the next draft – the pre-adoption draft, as this draft has a longer consultation period available to it.				
RECOMMENDATION				
<ul style="list-style-type: none">The next draft of the SCI, the Pre-adoption draft, to be made available at local libraries, Council Offices and Civic Suite in Rayleigh. Existence of the SCI to be advertised at Rochford Council offices.				

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QUESTIONNAIRE QUESTION		% AGREE	%DISAGREE	%NEITHER
12. The SCI links with other community involvement issues and relevant policies.		36	9	54
RESPONDENT	AGREE, DISAGREE OR NEITHER AND COMMENTS			
Ashingdon Parish Council	Agree. Already stated in number 5 there are too many documents and policies being produced.			
Castle Point Borough Council	Neither. No response to this question.			
Mr D Claydon	Agree. What notice will be taken?			
East of England Development Agency	Neither. No response to this question.			
East of England Regional Assembly	Neither. No response to this question.			
Ms J Feather	Neither. No response to this question.			
Peacock and Smith, on behalf of Wm. Morrison Supermarkets plc	Neither. No response to this question.			
Rayleigh Town Council	Agree.			
Rochford Parish Council	Agree.			
Rural Community Council of Essex	Disagree. There is no link between the SCI and community led plans such as Parish Plans and Village Design Statements			
South Woodham Ferrers Town Council	Neither. No response to this question.			
OFFICER'S COMMENTS				
<ul style="list-style-type: none">• The LPA does not plan to produce any documents other than those required to produce and those outlined in the adopted LDS. The involvement of consultees in the initial consultation period prior to a draft being produced through the use of issues papers will reduce the number of draft documents produced• Cynicism towards the process is noted. The LPA will endeavour to provide feedback to those who have participated explaining how their views have been taken into account.• Exercises such as the formation of community led plans can also encourage people to take an interest in the issues that affect their community. The promotion of community led plans would be likely to increase public participation in planning.				
RECOMMENDATION				
<ul style="list-style-type: none">• Addition to Section 11 to explain and promote Parish Plans, but noting their limitations in respect of the LDF.				

Appendix A – Copy of letter sent out to groups and organisations

DIRECTORATE OF LAW, PLANNING AND ADMINISTRATION

**Shaun Scrutton, BSc(Hons), Dip TP,
MRTPI, IHBC, MBA**
Head of Planning Services



Rochford District Council

My Ref: SCI precons
Your Ref:

Council Offices South Street
Rochford Essex SS4 1BW

Ask for: Sam Hollingworth
Ext:
Direct Dial: 01702 318102

Telephone: 01702 546366
DX 39751 Rochford
Facsimile: 01702 318181

Email:
samuel.hollingworth@Rochford.gov.uk
Website: www.rochford.gov.uk

Date: ****

Dear Sir or Madam,

Re: Rochford District Council's Statement of Community Involvement – invitation to comment on the pre-consultation draft

Rochford District Council has produced a draft Statement of Community Involvement (SCI). The SCI states how Rochford District Council will consult and encourage people to participate in the decisions that affect the planning of the district. This is only an initial draft and the results of this consultation exercise may have a significant influence on the contents of future versions.

Rochford District Council invites you, as a specific consultation body, to have your say on the latest draft of the SCI. Copies of the latest draft are available electronically online at www.rochford.gov.uk. Alternatively a paper copy can be obtained from Sam Hollingworth .

We would welcome any comments you have to make on any of the issues raised in the SCI. Please find attached a questionnaire, but please also add comments on any aspect of the SCI. Comments should be submitted in writing by 21st November 2005. They can be submitted by post or by email to planning.policy@rochford.gov.uk, and will be available to view by the public.

If you have any questions relating to the SCI please contact Sam Hollingworth.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'A Meddle'.

Andrew Meddle
Team Leader (Planning Policy)

Appendix B – Copy of questionnaire

SCI Questionnaire – Initial consultation under Regulation 25

SCI Questionnaire - INITIAL CONSULTATION UNDER REGULATION 25

Name:

Organisation / group (if applicable):

Address:

1. The level of community involvement proposed is suitable.

Agree / Disagree

Comments:

2. The language used in the SCI is easy to understand.

Agree / Disagree

Comments:

3. The SCI explains what the SCI and LDF are.

Agree / Disagree

Comments:

P.T.O

4. The SCI adequately explains how the public can become involved in planning decisions.

Agree / Disagree

Comments:

5. The methods of consultation and public participation proposed for the preparation of the LDF are suitable.

Agree / Disagree

Comments:

6. The methods of consultation and public participation proposed for planning applications are suitable.

Agree / Disagree

Comments:

7. The SCI demonstrates how the Council will engage with 'hard-to-reach' groups that historically have been excluded from the planning process.

Agree / Disagree

Comments:

8. The SCI makes clear that resources are available to manage community involvement effectively.

Agree / Disagree

Comments:

9. The SCI demonstrates that Rochford District Council has mechanisms for reviewing the SCI.

Agree / Disagree

Comments:

10. The SCI shows how the results of community engagement will be fed into the preparation of the LDF.

Agree / Disagree

Comments:

11. It was easy to access a copy of the SCI.

Agree / Disagree

Comments:

12. The SCI links with other community involvement issues and relevant policies.

Agree / Disagree

Comments:

Thank you for taking the time to complete this questionnaire. If you have any questions relating to the SCI please contact Sam Hollingworth on 01702 318102 or samuel.hollingworth@rochford.gov.uk.

Appendix C – Press release

Having your say on the planning of the District - the Council's initial draft Statement of Community Involvement

Measures to allow people across Rochford District to have a greater say in planning decisions will shortly come into force. Major changes to the town and country planning system aim to give people more opportunity to become involved in the planning process.

These changes have been driven by the Planning and Compulsory Purchase Act (2004). At the heart of the move is the desire for people to have a greater say in how their area is planned and developed.

As part of the changes, the Council is required to produce a Statement of Community Involvement (SCI). This document sets out how the Council will enable people, from all sections of the community, to have a say in the planning of the District.

One of the main themes is how the Council can remove the barriers to participating in the planning process. The aim is to ensure that people from all sections of the community, no matter what their personal circumstances, have the opportunity to be involved.

Rochford District Council has prepared an initial draft of the SCI and is now seeking views on this document, a copy of which can be obtained on line at www.rochford.gov.uk or by phoning Sam Hollingworth on 01702 318102.

If you have any comments to make on the SCI, please do so by 21st November 2005 in writing to:

Planning Policy
Rochford District Council
Council Offices
South Street
Rochford
SS4 1BW

Or by emailing planning.policy@rochford.gov.uk.

Appendix D – Letter sent to public when SCI requested

DIRECTORATE OF LAW, PLANNING AND ADMINISTRATION

**Shaun Scrutton, BSc(Hons), Dip TP,
MRTPI, IHBC, MBA**
Head of Planning Services



Rochford District Council

My Ref: SCI precons
Your Ref:

Council Offices South Street
Rochford Essex SS4 1BW

Ask for: Sam Hollingworth
Ext:
Direct Dial: 01702 318102

Telephone: 01702 546366
DX 39751 Rochford
Facsimile: 01702 318181

Email:
samuel.hollingworth@Rochford.gov.uk
Website: www.rochford.gov.uk

Date: ****

Dear ****,

Re: Rochford District Council's Statement of Community Involvement – invitation to comment on the pre-consultation draft

Please find enclose a copy of Rochford District Council's draft Statement of Community Involvement (SCI) as requested.

This is only the initial (Regulation 25) draft and the Council are now seeking views on the document. We would welcome any comments you have to make on any of the issues raised in the SCI. Please find attached a questionnaire, but please also add comments on any aspect of the SCI. Comments should be submitted in writing by 21st November 2005. They can be submitted by post or by email to planning.policy@rochford.gov.uk, and will be available to view by the public.

If you have any questions relating to the SCI please contact Sam Hollingworth.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A Meddle'.

Andrew Meddle
Team Leader (Planning Policy)



INVESTOR IN PEOPLE

Appendix E – Written feedback to those who had submitted representation on SCI

**DIRECTORATE OF LAW,
PLANNING AND ADMINISTRATION**

**Shaun Scrutton, BSc(Hons), Dip TP,
MRTPI, IHBC, MBA**
Head of Planning Services



**Rochford District
Council**

My Ref: SCI precons response
Your Ref:

Council Offices South Street
Rochford Essex SS4 1BW

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Ext:
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DX 39751 Rochford
Facsimile: 01702 318181

Email:
samuel.hollingworth@Rochford.gov.uk
Website: www.rochford.gov.uk

Date: ****

Dear****,

Re: Rochford District Council's Statement of Community Involvement – comment on the pre-consultation draft

Thank you for your comments in respect of Rochford District Council's initial draft Statement of Community Involvement.

Once the current consultation period has elapsed and the results of this have been examined, the Council will prepare a pre-submission draft Statement of Community Involvement. There will be opportunity for you to comment on this draft. The Council will endeavour to notify you when this consultation period has commenced, which is scheduled for early 2006.

If you have any questions relating to the SCI please contact Sam Hollingworth.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A Meddle'.

Andrew Meddle
Team Leader (Planning Policy)