



**Rochford District Council**

# **STATEMENT OF COMMUNITY INVOLVEMENT**

**REPRESENTATIVE GROUPS  
CONSULTATION SUMMARY**

**November 2005**



## INTRODUCTION

Prior to the production of the initial draft Statement of Community Involvement, Rochford District Council identified 23 organisations in Essex that represented groups that have traditionally been under-represented in planning decision-making

It was initially unclear the interest each organisation would have in the planning of Rochford District. Each group was written to (see Appendix A) and sent a questionnaire (see Appendix B) explaining what Rochford District Council were attempting to accomplish through the SCI, and asking whether the organisation wished to be involved. An SAE envelope accompanied the letter and questionnaire sent out.

The purpose of this exercise was to avoid repeatedly consulting groups who had no interest in the planning of Rochford district, which could generate 'consultation fatigue' to the detriment of others seeking the views of the organisations, as well as being a waste of Council resources.

The questionnaire also attempted to use the 23 groups identified as gatekeepers to other groups and organisations which the Local Planning Authority (LPA) was not previously aware of. This was done by asking for contact details of any groups who may have an interest in the district.

The 23 groups identified and contacted were as follows:

- African-Caribbean Women's Group
- Association of Refugees from Vietnam in Essex
- Bangladeshi Cultural Society
- Bosnian Association
- Essex Bangladeshi Welfare Association
- Essex Bosnian Refugee Group
- Essex Islamic Trust
- Essex Youth Service
- Ghanain Community
- Gypsy Council for Ed. Welfare & Civil Rights
- Hindu Association
- Italian Community
- National Association for Gypsy Women
- Polish Association
- Rayleigh, Rochford and District Association of Voluntary Service
- Retreat Youth Group
- Sikh Community Association
- Sikh Society
- South East Essex Chinese Association
- South Essex Good Companions
- Southend Hindu Association
- Thames Gateway African Caribbean Council
- Young Concern Trust

## RESPONSES

Four questionnaire responses were received. Details of which were as follows:

Organisation	Would you like to be consulted on the Local Development Framework for Rochford District Council?	Are there any specific elements of planning that your organisation has a particular interest in?	Do you know of any other organisations that may have an interest in the planning of Rochford District?
Essex Youth Service	Yes*		
Gypsy Council for Ed. Welfare & Civil Rights	Yes	Yes. Anything concerning gypsy and traveller people.	No
Rayleigh, Rochford and District Association of Voluntary Service	No	No	Rochford Chamber of Trade, Rochford Access Committee for the Disabled
Sikh Community Association	No	No	No

\* = verbal response

## Recommendation

As a result of the above consultation exercise, it is recommended that Essex Youth Service, Gypsy Council for Ed. Welfare & Civil Rights, and Rochford District Access Committee be added to the list of groups to be consulted on the LDF. Rochford Chamber of Trade are already consulted on the LDF.

The Sikh Community Association, Rayleigh, Rochford and District Association of Voluntary Service and the other organisations that did not respond to the invitation to be a consultee will not be consulted as standard on the LDF, unless correspondence is received at a future date requesting otherwise.

## Appendix A - Letter

### DIRECTORATE OF LAW, PLANNING AND ADMINISTRATION

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



### **Rochford District Council**

My Ref:  
Your Ref:

Council Offices South Street  
Rochford Essex SS4 1BW

Ask for:  
Ext:  
Direct Dial: 01702 318191

Telephone: 01702 546366  
DX 39751 Rochford  
Facsimile: 01702 318181

**Email:** [planning.policy@rochford.gov.uk](mailto:planning.policy@rochford.gov.uk)  
**Website:** [www.rochford.gov.uk](http://www.rochford.gov.uk)

Date:\*\*\*\*

Dear

### **Re: Community Involvement in the Planning of Rochford District**

I am writing to your organisation with regard to planning in Rochford District and our attempts to identify relevant organisations that may wish to become involved in the planning process for the district.

Rochford District Council is in the process of preparing the Local Development Framework for the district. The Local Development Framework will comprise a selection of documents that outline the Council's policies towards development and use of land in the district.

As part of the Local Development Framework Rochford District Council will produce a Statement of Community Involvement – a document that will demonstrate how the Council will involve local communities in planning decisions.

One of the aims of the Statement of Community Involvement is to establish which organisations and groups have an interest in the planning of Rochford District, who may wish to put forward their views on proposed planning policies.

If you would like your organisation to be consulted on the Local Development Framework for Rochford District then please let us know by filling out the attached questionnaire and then sending it to us using the enclosed SAE within 21 days of the date of this letter:

Or alternatively please feel free to contact us by any of the following methods:

Telephone: 01702 318002 (Andrew Meddle); or  
01702 318102 (Sam Hollingworth)

Email: [planning.policy@Rochford.gov.uk](mailto:planning.policy@Rochford.gov.uk)

Mail: Planning Policy  
Rochford District Council,  
Council Offices

South Street  
Rochford  
Essex  
SS4 1BW

Thanking you in advance for your participation.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A Meddle', with a stylized flourish at the end.

**ANDREW MEDDLE**  
**TEAM LEADER (PLANNING POLICY)**

## Appendix B - Questionnaire

### Planning Policy Community Involvement Questionnaire

Name of organisation \_\_\_\_\_

Role of organisation \_\_\_\_\_

Would you like to be consulted on the Local Development Framework for Rochford District Council?

YES ☐

NO ☐

Are there any specific elements of planning that your organisation has a particular interest in?

YES ☐

NO ☐

If yes, please specify: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you know of any other organisations that may have an interest in the planning of Rochford District?

YES ☐

NO ☐

If yes, please specify and provide any relevant contact details:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_