

WARWICK DISTRICT COUNCIL

**STATEMENT OF COMMUNITY INVOLVEMENT
PRE SUBMISSION CONSULTATION STATEMENT**

APRIL 2007

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PART ONE

INTRODUCTION

Content of this Statement

- 1.1 Part One gives an outline of the consultation processes that the Statement of Community Involvement (SCI) is subject to before it is submitted to the Secretary of State for independent examination. It also describes how the inspection may be carried out and the final stages to formal adoption.
- 1.2 Part Two sets out the details of the consultation at the pre-production stage under Regulation 25. It gives details of the responses received.
- 1.3 Part Three sets out the details of the consultation at the Draft Statement of Community Involvement stage under Regulation 26. There is a summary of the main issues raised and gives details of the Council's response and any changes made as a result to the Submission SCI.

Background

- 1.4 Under the Planning and Compulsory Planning Act 2004, the Council is required to produce a Statement of Community Involvement (SCI). The stated purpose of the SCI is to set out the Council's strategy for involving the community in;
 - The preparation, development and review of Local Development Documents, and
 - Decisions on planning applications and at the pre-application stage
- 1.5 This statement has been prepared to accompany the Submission Statement of Community Involvement and fulfils the requirements of Regulation 28 of the Town and Country Planning (Local Development) (England) Regulations 2004. It summarises the consultation stages that have been carried out in the preparation of the SCI. It lists those who have been consulted and when and how they have been consulted. There is also a summary of the main issues raised and the response of the Council.
- 1.6 There are three stages of consultation during the preparation of the SCI. These stages are;
 - Informal pre-production consultation (under Regulation 25)
 - Formal consultation at Draft Statement of Community Involvement (under Regulation 26)
 - Submission consultation (under Regulation 28)
- 1.7 Following these consultation stages, an Independent Inspection is made of the SCI by a Planning Inspector appointed by the government. The Inspection is likely to be by way of written representations, but could, if the

Inspector decided it was warranted, be by Public Inquiry. On conclusion of the inspection, a report is issued which is binding upon the Council.

- 1.8 Any changes deemed necessary by the Inspector are made to the SCI prior to formal adoption.

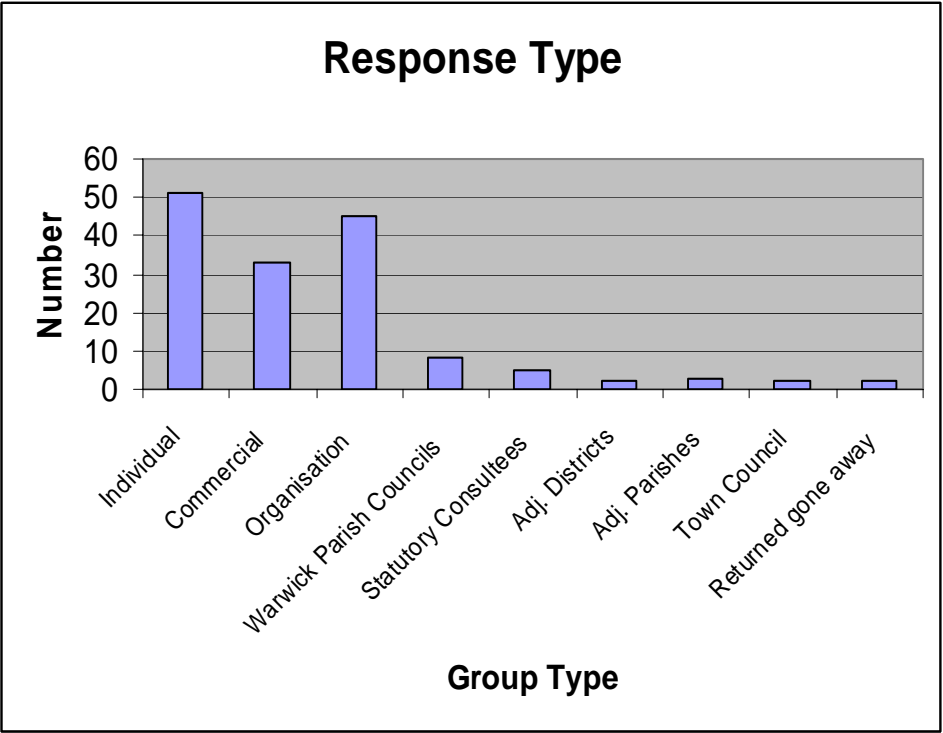
PART TWO

PRE-PRODUCTION CONSULTATION (REGULATION 25)

Consultation

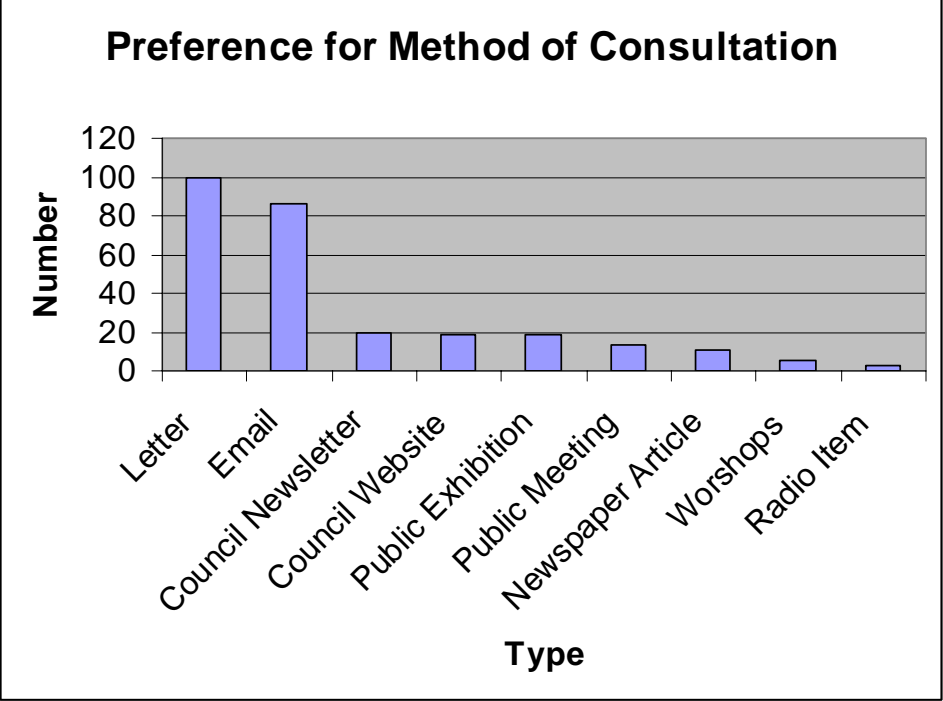
- 2.1 A pre-production consultation was carried out prior to the preparation of the Draft SCI to gather the views of a wide range of organisations and individuals on how best to involve the community in the future planning of the area through LDF processes and in decisions on planning applications. Those consulted included all the statutory consultees for the LDF and a range of groups, organisations and individuals. The consultation was publicised through the deposit points to enable the whole community to be involved, as well as on the Council's website.
- 2.2 In carrying out this consultation, it was possible to identify those wishing to participate in later key stages of the SCI production and in the other documents which will form part of the LDF. It was also possible to ascertain what the best methods of consultation for each type of document would be.
- 2.3 The consultation ran for four weeks commencing on 8 September 2006 and finishing on 6 October 2006. A representation form was sent to each consultee with copies also available at deposit points. A total of 960 consultation representation forms were sent direct with others being picked up at the council offices, libraries and community offices. A copy of the representation form is attached at **Appendix 2**, and a list of consultees can be found at **Appendix 1**. This stage of the consultation process was also publicised on the Council's website.
- 2.4 The Council received a response from 143 (16%) organisations and individuals, of which 108 stated an interest in being involved in later stages. The breakdown by type of respondent is shown in **Graph 1** below. As a result of consultation at this stage a number of new consultees were added to the Council's database, some were removed and interest in future documents and topics recorded for all respondents.

Graph 1



2.4 The results of this consultation revealed preferences for the methods of consultation to be used for document production. The results of this are shown in **Graph 2**.

Graph 2



- 2.6 The feedback from the consultation in terms of preferred methods, showed a distinct preference for consultation by letter followed closely by email contact. A similar number of respondents preferred newsletter, public exhibition and website consultations, with public meetings, newspaper articles, workshops and radio broadcasts being the least popular formats.

PART THREE

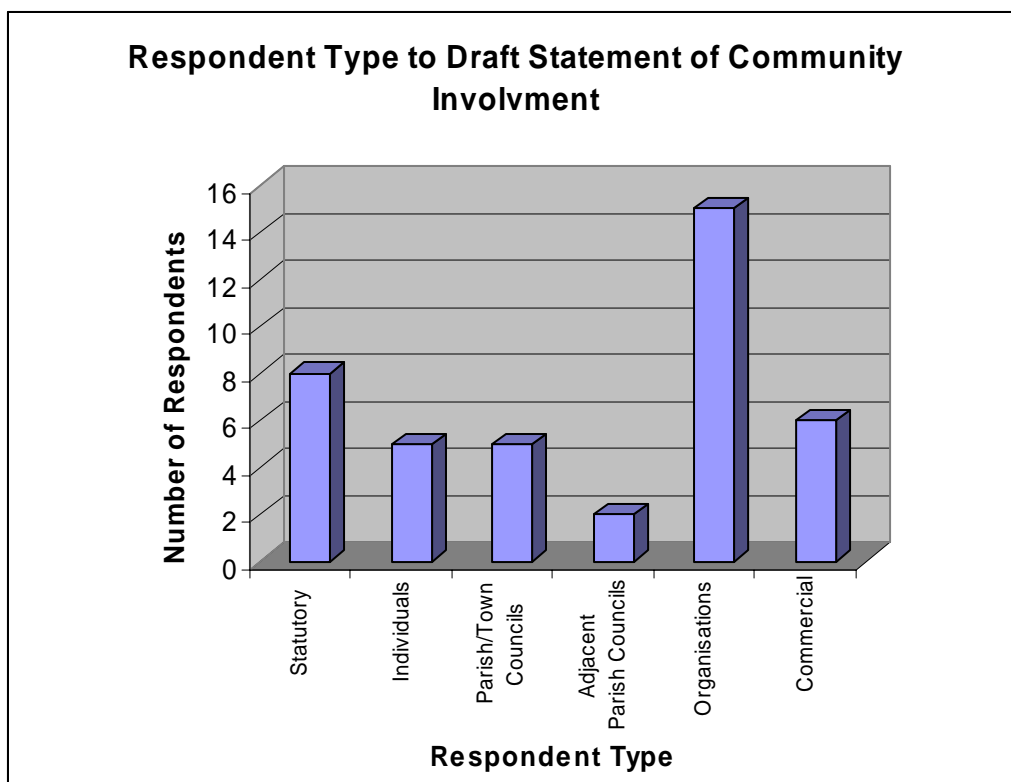
DRAFT STATEMENT OF COMMUNITY INVOLVEMENT (REGULATION 26)

Consultation

- 3.1 The Executive of the Council approved the Draft Statement of Community Involvement on 23 October 2006 for public consultation in accordance with statutory requirements (Regulation 26)
- 3.2 Consultation on the draft Statement of Community Involvement ran for 6 weeks from 10 November 2006 until 22 December 2006.
- 3.3 A total of 833 organisations and individuals were consulted by letter. Statutory consultees also received a copy of the draft SCI together a representation form. Others who had expressed an interest in participating in this stage of the document production, received a full copy of all the documentation. A copy of each of the letters and the representation form are attached at **Appendix 5**.
- 3.4 Consultation documents were made available for public inspection at each of the deposit points together with copies of the representation form for completion. The document was also made available on the Council's website and the representation form was made available for electronic completion and return. The document was offered in a variety of formats; electronically, in paper format, on CD-ROM, in other languages, but only the electronic and paper formats were taken up.
- 3.5 A public notice was placed in the Leamington Spa Courier on 10 November 2006 and the consultation was publicised on the Council's website. A copy of the public notice is attached at **Appendix 4**.

Results of Consultation

- 3.6 A total of 46 responses were received to the consultation, either through the representation form or email and one by letter. The split of types of respondent is shown in **graph 3** below



- 3.7 The representations received to the Draft Statement of Community Involvement under Regulation 26, are set out as a table in **Appendix 7**. The responses of the Council are also included in the table, together with any action taken as a result. The document has been criticised for being too jargonistic or technical. There is also comment on the length and format. To assist with these problems, a summary has been added to the beginning of the document as a 'quick reference' for those not wanting to read the whole document to access the information that they require. Additional definitions have been included in the glossary and the document has been subjected to an internal test for the use of 'plain English'. Given that many terms are necessary to conform with the requirements, it is difficult to see any other way to make the document easier to understand. The Submission Statement of Community Involvement was approved by the Executive on 26 March 2007 prior to submission to the Secretary of State.
- 3.8 Table 1 below gives a summary of the main changes that were made to the document. Where additional consultees have been suggested, these have been added to the database if they did not already appear.

Table 1	
Comment	Change Made to SCI
Reference should be made to consultation with the police and the Architectural Liaison Officer in particular with mention of 'Secured By Design'	Reference added that major applications will be referred to the police Architectural Liaison Officer and developers should make contact at the pre-application stage
The list of consultees in Appendix 1 is inadequate	Appendix 1 has been replaced with the list from Annex E of PPS12
No reference has been made to the responsibilities of Warwickshire County Council with regard to waste and minerals	Reference to the minerals and waste LDF documents has been added with mention of the adopted Warwickshire County Council SCI
Rural communities and gay and lesbian groups have not been mentioned in the 'hard to reach' groups listed	These groups have been added to the list of examples of 'hard to reach' groups
The document is difficult to understand and the formatting confusing	The document has been made as simple as possible to understand by extending the glossary and rewriting parts where it is possible to simplify. The format has been changed to be more logical and provides a 'quick and easy' reference section at the front of the document for those not wishing to read more deeply
A descriptive paragraph about the district is needed	This has been added
A reference should be made to the fact that CAAF have been given the right to speak at committee	This has been added
There is no mention of the role of members and parish councillors	A paragraph has been added to address this
Explain the role of statutory consultees such as the HA	A reference to statutory consultees has been added outlining their role as technical experts for planning applications and policy matters
Some DPDs have been omitted from the list of those which form the LDF	These have been added
A diagram similar to that in PPS12 is needed	This has been added
Appendix 3 does not list which applications statutorily require site notices and there is an erroneous reference to this as Appendix 4	This appendix and appendix 4 have been removed as they reflect what is currently on the Council website and are subject to change
The Warwickshire Partnership has not been described	A list of the member so the Warwickshire Partnership has been added
Pre-application advice to developers should be included	This has been added
The Environment Agency has now become a statutory consultee with regard to certain planning applications	The change to the GPDO is acknowledged and reference has been added to reflect the amendment

General Comments on the Results of Consultation

- 3.9 The database was based on the Local Plan consultation database, which was reasonably up to date and reflected the interested parties in the district. Additionally other organisations were sought out and added to the list to represent a whole range of interests previously not represented. In spite of efforts to seek out and engage those who had previously not been involved, a disappointingly low response from these and especially the 'hard to reach' groups has resulted.
- 3.10 A number of organisations representing hard to reach groups have commented that they simply do not have enough time or the resources to respond to all those now consulting them. In the case of gypsies and travellers for example, the organisations representing them are often the first or only point of contact and this is frustrating. Unfortunately the consultation process does not seem to have brought forward the desired interest.
- 3.11 As expected, the latest consultation on parking standards has sparked considerably more interest. It is likely that in future the site specific DPDs and SPDs with specific topic interest will appeal to a greater audience than the Statement of Community Involvement. The Council will continue to reach out to all members of the community in an attempt to be inclusive and engage others in the planning decisions and policies that affect the future of the district.

Appendix 1
Consultees at Regulation 25 Stage

Robyn Dorling
Sheila Faulkner
Cllr Mr E B Mackay
Cllr Mrs M A McFarland
Cllr Mr P A Offer
Cllr Mr N H Pratt
Cllr B S Sandhar
Dr I M Corbett
Cllr Mr D H Shilton
Cllr Mr J R Short
Cllr Mr R W Smith
Cllr Mrs J M Knight
W Halliday
Cllr Mr B Kirton
Guy W L Morgan
Jeremy Foster
Roger Copping
Vivien Jones
Alan Moore
Franco Verguti
Peter Hitchin
Bruce Paxton
David A Ellwood
Norma Cole
Mrs Curtin
Cllr Mr R E Tamlin
Cllr Ms C A Flanagan
Cllr K Chander
Cllr Mr M F Coker
Cllr Mrs J Compton
Cllr Mr R C H Copping
Cllr Mr R Crowther
Cllr R I G Davies
Cllr Mr C C L Davis
Cllr Mrs C K De-Lara-Bond
Cllr Mr M Doody
Cllr Mrs P W Edwards
Cllr D S Kundi
Cllr Mrs J A Falp
Mr & Mrs Devereux
Cllr Mr W L Gifford
Cllr B S Gill
Cllr Mrs E M Goode
Cllr Mr G B Guest
Graham & Ellen Spencer
Cllr Mr C Harris
Cllr Mr J E Hatfield
Cllr Ms M M Hirsch
Cllr Mrs C Hodgetts
Cllr Mr J R Holland

Cllr Mr M J Kinson
Cllr Mr B Evans
Mark G Bennett
Mrs Phylis & Dr Peter Davies
Alan Neil Estheby
F W B Atcheson
William Worrall
Robert Mulgrue
M C Burman
Michael and Caroline Hughes
Kenneth Henry Heppel
G M Allan
J H Hardy
David Higgins
Hugh Stephen Williams
R J Vickers
Mrs M L Holroyd
Mr A Ainsworth
Mr Andrews
Mr G Ashworth
Mr N Bates
Mr J Beetham
Mr C Bourne
Mr A Brogden
Mrs S Broome
Mrs S Cable
Mr S Coulsting
Mr J C Rogers
Andrew Guest
Ian Hunter
Robin Hedger
Alan Roberts
Jeffery Masters
Mr & Mrs RM Moore
Ian & Christine Squire
J D Berrington
J B Hale
Mr & Mrs M Evans
Mrs Alison Higgins
D J Bezzant
Rev J R Moore
K Galley
Peter Alun Jones
Donald Newton Evans
Roger Warren
Christopher Robottom
M J Hobday
Simon Bridge
John Foley

Cllr Mr J R Holland
Cllr Mr M J Kinson
Cllr Mr B Evans
Mark G Bennett
Mrs Phylis & Dr Peter Davies
Alan Neil Estheby
F W B Atcheson
William Worrall
Robert Mulgrue
M C Burman
Michael and Caroline Hughes
Kenneth Henry Heppel
G M Allan
J H Hardy
David Higgins
Hugh Stephen Williams
R J Vickers
Mrs M L Holroyd
Mr A Ainsworth
Mr Andrews
Mr G Ashworth
Mr N Bates
Mr J Beetham
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Jeffery Masters
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J D Berrington
J B Hale
Mr & Mrs M Evans
Mrs Alison Higgins
D J Bezzant
Rev J R Moore
K Galley
Peter Alun Jones
Donald Newton Evans
Roger Warren
Christopher Robottom
M J Hobday
John Myers
Dr T L & Mrs M E Dunn
Dr G & Mrs M Delfas

Andrew & Julie Day
David Shakespeare
J Norris
David Cass
Mr & Mrs Ewell
Mr M Jackson
Janet Alty
Matthew Rhodes
Mr M Williams
James Plaskitt MP
Philip Bushill-Matthews MEP
Mrs Liz Lynne MEP
Mr J Whitehouse
Philip Bradbourn MEP
Malcolm Harbour MEP
Mr J Plaskitt MP
Mr T Naylor
John Trevor & Lois Betty Godfrey
Mrs P M Pemberton
Dr Graham J Morgan
Mrs M Haywood
Mr C J Edgerton
P J Frampton
John Border
Mr S O Peter
Archy Muir
Deborah Germaine
J F Holroyd
Mr J Young
Dr V F Weinstein
Andrew Faulkner
Dr Andrew Cave
Michael Hill
Johanna Rennison
F B Fisk
Marjorie Tate
P Lloyd
Graham Leeke
GT and EJ Bardell
Brenda Meatyard
Mr & Mrs Parsons
Iris Dickson
M F G Simmons
Kathleen Chambers
Ms J Curtis
L C Lim
Patricia Harrison
Elliot James
Mr S H Dewhurst
David Cottrell

Linda Forbes
Peter Edmond Larkin
Doreen Whitehead
Mrs G Lynn
Mrs M Stokes
Mr R C Smith-Ryland
Ms K Smith
Miss E Rumary
Mr N Reeve
Mr B Phillips
Mr M Parkes
Mr P Page
Mr R Page
Mr D Nijjar
Mr M S Thornton
Mr C Malkin
Mr J Fudger
R James
Mr M Hague
Mr P Galley
Mr G Fyfe
Mr I D Wild
G & J Ford
Mr T Fish
C Edgerton
Mrs J Dutson
Mr N Doyle
Mrs K March
Miss C Thrower
Ms A Wallis-Power
Mr A Watkins
Mr Wheatley

2nd Warwick Sea Scouts
A C Lloyd Ltd
Abercrombie
AC Lloyd (Builders) Ltd
Advantage West Midlands
African Caribbean Project
Age Concern Leamington Spa
Air Atlantique
Alfred McAlpine Development
Ancient Monuments Society
Andrew Martin Associates
Aragon Land & Planning UK Ltd
Archbishops' Council Mission
Arlington Planning Services
Arts Council West Midlands
Asda Stores
Ashram Housing Association Ltd
ASK
Association of Inland Navigation Authorities
B & Q plc
Babtie Group
Baddesley Clinton Parish Council
Baginton Bridge Nurseries
Baginton Parish Council
Balsall Parish Council
Bancroft Cruises
Barford Residents Association
Barford Sherbourne & Wasperton Joint Parish Council
Barratt West Midlands
Barton Willmore Planning
Barton Wilmore Partnership
Bath Place Community Venture
Beaudesert Parish Council
Beausale, Haseley, Honiley & Wroxall Parish Council
Bellway Homes West Midlands
Benfield Group Holdings Ltd
Berkeley Strategic Land Ltd
Berkswell Parish Council
Berkley House
Binswood Allotment Society
Birmingham City Council
Birmingham International Airport Ltd
Bishops Tachbrook Parish Council
Bloor Homes Ltd
Bloor Homes West Midlands
Board of Deputies of British Jews
Bovis Homes
Brandon & Bretford Parish Council
Brindley Twist Taft & James

Brinklow Parish Council	Chase Homes
British Airport Authority	Chesterton & Kingston Parish Council
British Gas	Chestertons
British Gas Properties	
British Gas Trading	Chiltern Railways
British Geological Survey	Chinese Community
British Horse Society	Christian Alliance Association Ltd
British Humanist Association	Christian Scientists
British Pipeline Agency Ltd	Church Commissioners for England
British Sikh Consultative Forum	Church of Jesus Christ of Latter Day Saints
	Citizens Advice Bureau
British Telecommunications plc	Civil Aviation Authority
	CLARA
British Telecommunications plc	Clarks Solicitors
British Union Conference of Seventh Day Adventists	Claverdon Parish Council
	Cobolt Estates
British Waterways	Colin Buchanan & Partners
British Waterways	Colliers CRE
British Waterways	Commission for Architecture and Built Environment
British Wind Energy Association	Commission for Racial Equality (CRE)
Bromford Carinthia Housing Association	Community Development Foundation
Bromford Housing Group	Community Safety Dept.
Bromford Housing Group	Confederation of British Industry
Brunswick County Councillor	Connell Land & Planning
Bryant Homes	Conservative Group of Councillors
BT Group plc	Cord
BTCV	Coten End & Emscote Residents Association
Bubbenhall Parish Council	Council for British Archaeology
Budbrooke Parish Council	Council for Disabled People
Burton Green Residents Association	Council for Voluntary Services
Butler-Sherborn	Country Land & Business Association
C B Hillier Parker	Countryside Homes Ltd
c/o Nathaniel Lichfield & Partners	
CALA Properties Ltd	
Campion School	Countryside Properties
CAMRA	Countrywide Homes Ltd
Carpenter Planning Consultants	
Catholic Bishops' Conference of England & Wales	Court Developments Ltd
CB Hillier Parker	Coventry & Warwickshire Chamber of Commerce
CDS Development Services Ltd	Coventry & Warwickshire Connexions
Central England People First Ltd	Coventry & Warwickshire Nextstep
Central Leamington Residents Association	Coventry City Council
Central Networks	Coventry Diocesan Board of Finance
Central Trains	Coventry, Solihull & Warwickshire Partnerships
Centre for Ecology & Hydrology	
Centro	CPRE West Midlands
Chair of Esr Pag	Crackley Residents Association
Chamber of Trade	Credit Union Development Work
Charlecote Parish Council	Crest Nicholson plc
	Crown Estates
Charles Church Developments Ltd	Cubbington Parish Council
Chartered Institute of Housing	Cycleways

Cyclists Touring Club	
Dale Street	Frankton Parish Council
David Lock & Associates	FRCA
David Wilson Homes (East Midlands) Ltd	Free Churches Group
Davis & Co	Freight Transport Association
Davis Planning Partnership	Friends of the Earth West Midlands
Deeley Properties Ltd	Friends of Warwick Castle Park
Defence Estates	Friendship Housing Association
DEFRA	
Delta Marine European Ltd	Fry Housing Trust
Department for Culture, Media & Sport	Fulbrook Parish Council
Department for Education & Skills	Fuller Peiser
Department for Transport	Future Energy Solutions
Department for Works & Pensions	G Freightliner Ltd
Department of Trade & Industry	Gallagher Estates
Dialogue	George Wimpey (South Midlands)
Disability Rights Commission	George Wimpey Strategic Land
	GL Hearn Planning
Disability West Midlands	Godfrey-Payton
Disabled Persons Transport Advisory Committee	Gorse Cottage
	Gough Planning Services
DPDS Consulting	Government Office for the West Midlands
Drivers Jonas	GR Planning Consultancy
DTZ Piedad Consulting	Greyvayne Properties Ltd
E.ON UK plc	Greywell Property Ltd
Earlplace Ltd	Groundwork West Midlands
Eathorpe, Hunningham, Offchurch, Wappenbury & West	Gurudwara
	GVA Grimley
	Gypsy & Traveller Law Reform Coalition
Elms Cottage	Hallam Land Management & William Davis Ltd
Embassy of Japan	Hallmark Public Relations
Employment Service	Hampton Lucy Parish Council
	Harbury Parish Council
Employment Training Warwickshire	Hardys & Hansons
EnCams	Harris Lamb
English Heritage (WM Region)	Hatton Parish Council
English Nature	Health & Safety Executive
English Partnerships	Heapher Dixon
Entec UK Ltd	Heart of England Community Foundation
Environment Agency	Hill Close Gardens Trust
Envisage	Heart of England Tourist Board
Equal Opportunities Commission	Hellberg Harris Partnership Ltd
Farmers Fresh	Help the Aged
Farming & Wildlife Advisory Group	Highways Agency
Federation 2000	Hindu Council (UK)
Fernhill Farm	
Fisher German	HM Prison Service
Focus Housing Association	House Builders Federation
Ford Motor Company Ltd	House Of Commons
Forestry Commission	Housing 21
FPD Savills	Housing Corporation
Framptons	HSE Chemical & Hazardous Installations Division

Humberts	
Hunter Page Planning	Marks & Spencer plc
Hutchinson 3G UK Ltd	Marson Rathbone Taylor
I M Properties plc	Marton Parish Council
IBM UK Ltd	McCarthy & Stone
Imams and Mosques Council (UK)	Mencap (mid Warwickshire)
Inland Waterways Amenity Advisory Council	Merrill Lynch Investment Managers
Insignia Richard Ellis	Michael Ramus Architects
Institute of Directors	Mid Warwickshire Mind
J G Land & Estates	Midland Assured Homes (1990) Ltd
Jain Samaj Europe	Mid-Warwickshire Chamber of Commerce
Jehovah's Witnesses	Miller Homes (West Midlands)
Jephson Homes Housing Association Ltd	Mitchell Johnson & Marshall
Jonathan Holland Architects	Mobile Operators Association
K B Benfield Group Holdings Ltd	Morley Fund Management
Kenilworth Chamber of Trade	Morris Homes Ltd
Kenilworth Community Care Association	Morrison Developments Ltd
	Motor Investments (West Midlands)
Kenilworth Rugby Football Club	Museum Field Service
Kenilworth Safety Committee	Myton Residents Association
Kenilworth Society	NAC
Kenilworth Town Council	National Association of Boat Owners
Kenilworth United Charities	National Council of Hindu Temples (UK)
King Sturges	National Farmers Union
Kingfisher Marine	National Federation of Young Farmers Clubs
Lady Alice Leigh Almshouses	National Grid
Laing Homes Midlands	National Grid Transco
Lammas Residents Association	National Housing Federation
	National Institute for Deaf People
Landmark Info Group Ltd	National Playing Fields Association
Landmark Planning	National Spiritual Assembly of the Baha'is of UK
Langstone Homes Ltd	Neighbourhood Watch
Lapworth Parish Council	Network of Sikh Organisations (UK)
Leam Bank Farm	Network Rail
Leamington Chamber of Trade	New Era Housing Association Ltd
Leamington Elders Action Project	New Fields
Leamington Library	Newbold Pacey & Ashorne Parish Council
Leamington Residents Association	NHS West Midlands Division
	Noralle Ltd
Leamington Society	North Warwickshire Borough Council
Learning & Skills Council	Norton Lindsey Parish Council
Leek Wootton & Guy's Cliffe Parish Council	nPower
Level Ltd	NTL UK
Life Housing	Nuneaton & Bedworth Borough Council
Livingstone Homes Ltd	O2 plc
Long Itchington Parish Council	Oaklea Farm
Lord Leycester Hospital	Ofcom
Loveitts	Office of Public Information for Jehovah's Witness
Lovell Johns	
Lovetts Commercial	Old Milverton & Blackdown Parish Council
Lucas Land & Planning	Old Town Traders Association
Malcolm Hawkesford & Co	Oldfield King Planning
Malcolm Judd & Partners	Oldhams Transport Ltd

Open Spaces Society	Robert Turley Associates
Orange	ROCC Developments Ltd
Orbit Development Department	Roget Tym & Partners
Orbit Housing Association	RoSPA
Pagan Federation	Rowington Almshouses & Poor Charity
Parkridge Homes Ltd	Rowington Parish Council
Patient & Public Involvement	Royal Agricultural Society of England
Paul & Company	Royal Leamington Spa Chamber of Trade
Paworth Charities	
Pedestrian's Association	Royal Leamington Spa Town Council
Pegasus Planning Group	Royal Mail Group
Persimmon Homes	Royal Mail Property Holdings
Pettifer Estates Ltd	Royal Society for the Protection of Birds
Philips Planning Services	RPS Chapman Warren
PHL	Rugby Borough Council
Physically Disabled and Able-Bodied (Phab)	Rugby Mayday Trust
Planning & General Services	Russel & Sons Ltd
Planning & Transportation	Ryton on Dunsmore Parish Council
Planning Inspectorate Library	Sainsbury's Supermarkets plc
Planning Issues	Saltisford Canal Trust Ltd
Planning Services	Savilles Estates
Planning, Transport & Economic Strategy	School of NES Coventry University
Plato Trust	Scottish Power
Portland Place Residents Association	Scottish Widows Investment Partnership
Powergen UK plc	Senior People's Forum
Preston Bagot Parish Council	Servite Houses
	Severn Trent Water
Princethorpe Parish Council	Shelter
Pro Vision	Shirley Estates (Developments) Ltd
Prodrive Ltd	Shoemiths Solicitors
	Showmens Guild of Great Britain
Project Solutions	Shrewley Parish Council
Property Services Dept.	Sikh Community Centre
Public Bodies Liaison Committee for British Paganism	Sion House
Pump Cottage	Smith Stuart Reynolds
Punch Taverns	Snitterfield Parish Council
Quartz Homes Ltd	Society for the Protection of Ancient Buildings
Racecourse Holding Trust	Solihull & Leamington Rail Users Association
RADAR	Solihull Metropolitan Borough Council
Radford Semele Parish Council	South Warwickshire Access
Rae Watson	South Warwickshire CDT
Raglan Housing Association	South Warwickshire PCT
Rail Property Ltd & Network Rail Infrastructure	South Warwickshire Primary Care Trust
Ramblers' Association	South Warwickshire Together
RASE	South Warwickshire Tourism Ltd
Redrow Homes (South Midlands) Ltd	Sport England
Refugee Council West Midlands	St Modwen Developments Ltd
Regional Action West Midlands	
	Stagecoach Midland Red
Results Education	Stannifer Planning Project Manager
RNIB	Stansgate Planning Consultants
Road Haulage Association Ltd	Startegic Rail Authority
	Stewart Roff Associates

Stoneleigh & Ashow Parish Council	Human Rights Action Centre
Strategic Planning	Inland Waterways Association
Strategic Rail Authority	Kenilworth History & Archaeological Society
Stratford & Warwick Waterways Trust	Kingsley School
Stratford upon Avon Canal Society	Leamington Gospel Hall Trust
	Leamington Society
Stratford upon Avon District Council	Les Stephan Partnership
	Littman Partnership
Stretton on Dunsmore Parish Council	Lower Avon Navigation Trust Ltd
Strutt & Parker	Muslim Council of Britain
Sundial Conference Centre & Training Group	National Trust
Sure Start	Oil & Pipelines Agency
Sustrans	Princes Trust West Midlands
Sydenham Neighbourhood Initiatives	Ramblers Association
Sydenham Residents Association	
T & N Ltd	Rastafarian Society
T Mobile (UK) Ltd	RSPB
T P Edsall	Theatres Trust
	Twentieth Century Society
Tanworth in Arden Parish Council	Tyler-Parkes Partnership
Taylor Woodrow	Victorian Society
Taylor Woodrow Developments Ltd	Warwick Society
Taylor Woodrow Strategic Developments	Whitnash Society
Tenants User Group	Woodland Trust
Terence Higgins Trust	Thomas Bates & Son Ltd
Tesco Stores Ltd	Touchstone Housing Association
	Town Planning Consultancy
Ancient Monuments Society	Travel Care
Bell Cornwell Partnership	Travel West Midlands
Buddhist Society	Trent City Securities Ltd
British Chemical Business Association	Tweedale Ltd
British Council of Disabled People	Tyler-Parkes Partnership
Chain	Ufton Parish Council
Chamber of Commerce	UK Power Ltd
Charity of Thomas Olen * Nicholas Ryffler	University of Warwick
Coal Authority	Upper Avon Navigation Trust
Countryside Agency (WM Region)	Victim Support
Coventry & Warwickshire Learning & Skills Council	Vodafone Ltd
	Volunteer Centre
Coventry Diocesan Board of Education	Walker Morris
Crown Estate	Warwick & Leamington Spa Green Party
Department of Health	Warwick Area
Europa Way Consortium	Warwick Arts Society
Friends of Hill Close Gardens	Warwick Castle Park Trust Ltd
Gap	Warwick Chamber of Trade & Commerce
Garden House	
Georgian Group	Warwick District Arts Consortium
Guide Dogs for the Blind Association	Warwick District Council
Gypsy Council	Warwick Gates Community Centre
Home Office	Warwick Gates Residents Association
	Warwick North County Councillor
Homeless Action Group	

	Wilson Bowden
Warwick Town Council	Windowarm
Warwick United Charities	
Warwick West County Councillor	Wolverton Parish Council
Warwickshire & Northamptonshire Air Ambulance	Womens National Commission
Warwickshire & West Midlands Assoc. of Local Councils	Wood Frampton Planning Consultants
	WS Atkins Transportation Engineering
Warwickshire & Worcestershire Rural Partnership	Young Homeless Project
	Young Housing Project
	Zoroastrian Community
Warwickshire Association for the Blind	
Warwickshire Association of Boys Clubs	
Warwickshire Association of Youth Clubs	
Warwickshire Biodiversity Audit	
Warwickshire College	
Warwickshire Constabulary	
Warwickshire County Council	
Warwickshire Fire & Rescue Service	
Warwickshire Gardens Trust	
Warwickshire Health Promotion Service	
Warwickshire Police Authority	
Warwickshire Rural Community Council	
Warwickshire Rural Housing Association	
Warwickshire Treasurer, Lets	
Warwickshire Welfare Rights	
Warwickshire Wildlife Trust	
Waverley Road Residents Association	
Wellesbourne Parish Council	
West Midlands Ambulance Service	
West Midlands Business Council Ltd	
West Midlands Centre of Excellence	
West Midlands Fire Service	
West Midlands International Airport Ltd	
West Midlands Labour European Office	
West Midlands Local Government Association	
West Midlands Planning & Transportation Sub Cttee	
West Midlands Planning Aid	
West Midlands Police	
West Midlands Regional Assembly	
West Midlands Regional Housing Board	
West Midlands Regional Office	
West Midlands RSL Planning Consortium	
Westbury Homes	
Wetherall Green & Smith	
White Mitchell	
Whitnash Town Council	
Wilcon Homes Midlands Ltd	
William Davis Ltd	
William McFarland	
William Morrison Supermarkets plc	

APPENDIX 2
Representation form to Consultees under Regulation 25

Your opportunity to participate in making Warwick District the place you'd like it to be.

The Statement of Community Involvement

The planning process can be very daunting to those not directly involved. The Government recognises this and in 2004 introduced major changes to the planning system through the **Planning & Compulsory Purchase Act**. A key aim of the new planning system is to involve communities in the planning process, both in terms of consulting on planning applications and in plan-making.

All Council's are therefore required to produce a **Statement of Community Involvement** (SCI). The role of the SCI is to set out the standards to be achieved by the Council in involving the community in the preparation, alteration and review of its local development documents and in considering planning applications. The SCI should be a clear public statement enabling the community to know how and when they will be involved in the preparation of local development documents and how they will be consulted on planning applications.

If you would like to be involved in this process or would like to take part in future consultations on documents or planning applications, please help us by completing the attached questionnaire and return it to us. In this way, we will know whether you wish to participate, where to contact you and who you represent.

This is your chance to make your views known and work with us to shape the future of Warwick District.

To find out more....

The Council's web site contains information about all of the planning policy documents that the Council preparing and about all planning applications submitted to us. In particular, you may find the following links helpful:-

Local Development Scheme – This sets out the planning policy documents which are due to be produced and the timetable for each.

<http://www.warwickdc.gov.uk/WDC/Environment/Planning/Local+Development+Scheme.htm>

Statement of Community Involvement – This page gives specific information about the SCI and any consultations on it.

<http://www.warwickdc.gov.uk/WDC/Environment/Planning/Statement+of+Community+Involvement.htm>

If you have any further questions about the Statement of Community Involvement, please contact Lorna Coldicott, Senior Planner, on 01926 456505 or by email to ldf@warwickdc.gov.uk

Alternatively, a paper copy is held at the district council offices for you to consult and in The Town Hall, Parade, Royal Leamington Spa, Whitnash Town Council Office: Lammas Croft, Whitnash, Leamington Spa Library: The Pump Rooms, Parade, Royal Leamington Spa Warwick Library: Barrack Street, Warwick, Warwick Connection at Warwick Library Warwickshire Direct - Kenilworth: Kenilworth Library, Smalley Place, Kenilworth, Lillington Library: Valley Road, Royal Leamington Spa, Whitnash Library: Franklin Road, Whitnash, The Chain Community Office: Crown Way, Lillington, Royal Leamington Spa Brunswick Healthy Living Centre: 98-100, Shrubland Street, Royal Leamington Spa

QUESTIONNAIRE

About Yourself

1. Contact details

Your nameName of group (If applicable).....

Address for correspondence
.....

.....
Postcode.....

Telephone number.....Mobile telephone number.....

Email address..... Any other contact details.....

Are you ☐ Male ☐
 Female

To which of these groups do you feel you belong (please tick one box)

White – British, Irish, any other white background

Mixed – White/Black Caribbean, White/Black African, White/Asian, any other mixed

Asian or Asian British – Indian, Pakistani, Bangladeshi, any other Asian background

Black or Black British – Caribbean, African, any other black background

Chinese

Other

Do you have a long-standing illness, disability or infirmity that limits activity?

Yes ☐ No ☐

In which age group are you

Under 15	<input type="checkbox"/>
15 - 24	<input type="checkbox"/>
25 - 44	<input type="checkbox"/>
45 - 59	<input type="checkbox"/>
60 - 74	<input type="checkbox"/>
75+	<input type="checkbox"/>

2. In what capacity are you responding to this questionnaire? (tick one box as appropriate)

Parish/Town Council ☐

Community or resident's group ☐

Business/employer ☐

Interest group/amenity society ☐

Member of the public/resident of Warwick District ☐

Neighbouring local authority ☐

Statutory consultee ☐

Other (please specify)
.....

Have you made representations to Warwick District Council in the last five years on planning matters?

Yes ☐ No ☐

If **yes**, was it in connection with (tick **all** that apply):-

- | | |
|--|--------------------------|
| a planning application | <input type="checkbox"/> |
| the Local Plan Review | <input type="checkbox"/> |
| A planning brief/Supplementary Planning Guidance | <input type="checkbox"/> |
| Other | <input type="checkbox"/> |

Being consulted by Warwick District Council

3. Which planning issues would you wish to be consulted upon?

All planning policy documents

OR

Key policy documents on the following issues (tick **all** relevant boxes):-

- | | |
|--|--------------------------|
| General development in the district | <input type="checkbox"/> |
| Housing allocations | <input type="checkbox"/> |
| Employment allocations | <input type="checkbox"/> |
| Retailing or town centre policies | <input type="checkbox"/> |
| Conservation of the built environment | <input type="checkbox"/> |
| Any matter relating to Leamington Spa | <input type="checkbox"/> |
| Any matter relating to Warwick | <input type="checkbox"/> |
| Any matter relating to Kenilworth | <input type="checkbox"/> |
| Any matter relating to Whitnash | <input type="checkbox"/> |
| Any matter relating to the rural areas of the district | <input type="checkbox"/> |
| Planning Applications | <input type="checkbox"/> |
| Others (please specify) | |
| | |

4. Which of the following planning documents (currently in the Council's programme for the next three years) would you wish to be consulted upon? (tick **all** relevant boxes)

All of those listed below	<input type="checkbox"/>
Core Strategy	<input type="checkbox"/>
Supplementary Guidance on Affordable Housing	<input type="checkbox"/>
Supplementary Guidance on Parking Standards	<input type="checkbox"/>
Supplementary Guidance on Open Space	<input type="checkbox"/>
Supplementary Guidance on Residential Design	<input type="checkbox"/>
Planning Applications	<input type="checkbox"/>

5. What would be your preferred method of communication? (tick **all** relevant boxes)

Letter	<input type="checkbox"/>
Email alert	<input type="checkbox"/>
Council Newsletter	<input type="checkbox"/>
Council website	<input type="checkbox"/>
Public exhibitions	<input type="checkbox"/>
Public meetings and forums	<input type="checkbox"/>
Articles and notices in local newspapers	<input type="checkbox"/>
Items on local radio	<input type="checkbox"/>
Workshops	<input type="checkbox"/>
Other (please specify)	

6. Would you, or people that you represent, find it helpful to have consultation information prepared in another format (eg: large print, cassette tape, CD or another language)?

Yes ☐ No ☐

If so, which format:-

Being consulted on the Statement of Community Involvement

7. Would you, or the people you represent, like to be consulted further in the preparation of the Statement of Community Involvement?

(We hope to produce a draft Statement of Community Involvement in October 2006, and a final version in March 2007. Both of these documents will be available for public consultation.)

Yes ☐ No ☐

Thank you for completing this questionnaire.

To return it to us, please place in the FREEPOST envelope provided no later than 16.45 on Friday 6 OCTOBER 2006 or complete the web version at www.warwickdc.gov.uk

APPENDIX 3
Regulation 25 Consultation Comments

Other formats would be helpful for certain groups and for those wishing to disseminate the information to others
Wish to restrict consultations to geographical areas
Wish to continue to receive weekly list of planning applications
Council should decide what is relevant to consult groups on
Documents translated into eastern European languages would be helpful
Would like to be given links to the website
Mainly interested in development that relates to roads
Mainly interested in safety issues
Mainly interested in flooding issues
Interested in procedural documents
Wish to receive all documentation including plans when consulted on planning applications
The equality and diversity questions are private and none of our business

APPENDIX 4
Draft Statement of Community Involvement public notice

Warwick District Council has prepared a Draft Statement of Community Involvement (SCI) as part of the Local Development Framework (LDF) for the District. The Statement of Community Involvement sets out how the community will be engaged in the preparation of the Local Development Framework and in planning applications. When the Statement of Community Involvement is adopted it will form a Local Development Document within the Local Development Framework.

Copies of the Draft Statement of Community Involvement have been published under Regulation 26 of the above regulations and are available for inspection at the following locations:

The Council Offices: Riverside House, Milverton Hill, Royal Leamington Spa; and

The Town Hall: Parade, Royal Leamington Spa

Monday - Thursday 8.45 am - 5.15 pm; Friday 8.45 am - 4.45 pm

Whitnash Town Council Office: Lammas Croft, Whitnash

Tuesday and Thursday 9.00 am - 12.00 noon

Leamington Spa Library: The Pump Rooms, Parade, Royal Leamington Spa

Monday and Thursday 9.30 am - 8.00 pm; Tuesday 10.00 am - 8.00 pm; Wednesday and Friday 9.30 am - 5.00 pm; Saturday 9.30 am - 4.00 pm; Sunday 10.00 am - 2.00 pm

Warwick Library: Barrack Street, Warwick

Monday 9.00 am - 7.00 pm; Tuesday, Wednesday and Friday 9.00 am - 5.30 pm;

Thursday 10.00 am - 7.00 pm; Saturday 9.00 am - 4.00 pm

Also at **Warwick Connection** at Warwick Library open Monday, Tuesday and Friday

9.00 am - 5.30 pm; Wednesday 10.30 am - 5.30 pm; Thursday 10.00 am - 5.30 pm

Warwickshire Direct - Kenilworth: Kenilworth Library, Smalley Place, Kenilworth

Monday and Thursday 9.00 am - 7.00 pm; Tuesday and Friday 9.00 am - 5.30 pm;

Wednesday 10.30 am - 5.30 pm; Saturday 9.00 am - 4.00 pm

Lillington Library: Valley Road, Royal Leamington Spa

Monday and Friday 9.30 am - 1.00 pm & 2.00 pm - 5.30 pm; Tuesday and Thursday

9.30 am - 1.00 pm & 2.00 pm - 7.00 pm; Saturday 9.30 am - 4.00 pm

Whitnash Library: Franklin Road, Whitnash

Tuesday 9.30 am - 7.00 pm; Thursday 2.00 pm - 7.00 pm; Friday 9.30 am - 5.30 pm;

Saturday 9.30 am - 12.30 pm

The Chain Community Office: Crown Way, Lillington, Royal Leamington Spa

Monday and Friday 10.00 am - 12.00 am; Tuesday 11.00 am - 12.00 noon; Wednesday

1.00 pm - 3.00 pm; Thursday 9.30 am - 12.00 noon

Brunswick Healthy Living Centre: 98-100, Shrubland Street, Royal Leamington Spa

Monday - Thursday 9.00 am - 5.00 pm; Friday 9.00 am - 4.30 pm

The Draft Statement of Community Involvement is available for view on the

Council's website www.warwickdc.gov.uk/sci In addition copies of the Draft

Statement of Community Involvement have been supplied to all Parish and

Town Councils within the District.

Representations on the Draft Statement of Community Involvement should be

submitted within the 6 week consultation period ending 16.45 on 22 December

2006, and they should be sent in writing to Mr J Archer, Head of Planning &

Engineering, Warwick District Council, P.O. Box 2178, Riverside House,

Milverton Hill, Royal Leamington Spa, Warwickshire CV32 5QH.

Representations can also be submitted on a representations form which is

available at the above locations and can be downloaded from the above

website or direct to the link given online.

If you have any difficulties with reading or obtaining the Draft Statement of

Community Involvement, please contact the Planning Policy section at the

above address for assistance.

JOHN ARCHER

Head of Planning & Engineering

10 November 2006

APPENDIX 5

Letters to Draft Statement of Community Involvement consultees and list of those in receipt of draft SCI and full documentation

Dear Sir/Madam,

Draft Statement of Community Involvement

You will recall that in September 2006, you received from us a pre-production consultation leaflet and questionnaire for information and completion. The returned questionnaire responses have been analysed and contributed to the production of the draft version of the Statement of Community Involvement (SCI). This document has now been approved by the Council for a 6 week period of public consultation, which will expire on **Friday 22 December 2006**.

If you wish to view the document, it can be seen on our website at www.warwickdc.gov.uk/sci

Furthermore, paper copies of the SCI can be consulted at :

The Council Offices: Riverside House, Milverton Hill, Royal Leamington Spa; and

The Town Hall: Parade, Royal Leamington Spa

Monday – Thursday 8.45 am – 5.15 pm; Friday 8.45 am – 4.45 pm

Whitnash Town Council Office: Lammas Croft, Whitnash

Tuesday and Thursday 9.00 am – 12.00 noon

Leamington Spa Library: The Pump Rooms, Parade, Royal Leamington Spa

Monday and Thursday 9.30 am – 8.00 pm; Tuesday 10.00 am – 8.00 pm; Wednesday and Friday 9.30 am – 5.00 pm; Saturday 9.30 am – 4.00 pm; Sunday 10.00 am – 2.00 pm

Warwick Library: Barrack Street, Warwick

Monday 9.00 am – 7.00 pm; Tuesday, Wednesday and Friday 9.00 am – 5.30 pm;

Thursday 10.00 am – 7.00 pm; Saturday 9.00 am – 4.00 pm

Also at **Warwick Connection** at Warwick Library open Monday, Tuesday and Friday

9.00 am – 5.30 pm; Wednesday 10.30 am – 5.30 pm; Thursday 10.00 am – 5.30 pm

Warwickshire Direct - Kenilworth: Kenilworth Library, Smalley Place, Kenilworth

Monday and Thursday 9.00 am – 7.00 pm; Tuesday and Friday 9.00 am – 5.30 pm;

Wednesday 10.30 am – 5.30 pm; Saturday 9.00 am – 4.00 pm

Lillington Library: Valley Road, Royal Leamington Spa

Monday and Friday 9.30 am – 1.00 pm & 2.00 pm – 5.30 pm; Tuesday and Thursday

9.30 am – 1.00 pm & 2.00 pm – 7.00 pm; Saturday 9.30 am – 4.00 pm

Whitnash Library: Franklin Road, Whitnash

Tuesday 9.30 am – 7.00 pm; Thursday 2.00 pm – 7.00 pm; Friday 9.30 am – 5.30 pm;

Saturday 9.30 am – 12.30 pm

The Chain Community Office: Crown Way, Lillington, Royal Leamington Spa

Monday to Friday 10.30 am – 12.00 am

Brunswick Healthy Living Centre: 98-100, Shrubland Street, Royal Leamington Spa

Monday - Thursday 9.00 am – 5.00 pm; Friday 9.00 am – 4.30 pm

A questionnaire has been prepared for anyone wishing to comment on the draft SCI or to register their interest in being consulted on other documents if they have not already done so. This questionnaire is also available at the deposit points or the Council website as detailed above. If you wish to submit any comments on the draft SCI, please could these be received by the Council by **16:45 on Friday 22 December 2006**.

At the end of the consultation period, the questionnaire responses will inform any changes considered to be necessary or desirable to the draft document. The resulting document will be the **submission version** of the SCI, which will be

submitted to the Secretary of State. You will have a further opportunity to comment on this document if you wish. Details will be publicised in the local press and on our website.

Any objections made to the submission version of the SCI will be considered by an independent Inspector by way of an Inquiry. The Inspector's report resulting from the examination will be binding upon the Council and once any changes are made to reflect the Inspectors requirements in this respect, the Council will move toward adoption of the document.

If you have any questions or require additional consultation response forms, please contact Lorna Coldicott on 01926 456505 or by email ldf@warwickdc.gov.uk

Thank you for your interest and involvement in this process.

Yours faithfully,

A handwritten signature in dark ink, appearing to read 'L. Coldicott', is positioned above the printed name.

Lorna Coldicott
Senior Planner
Policy & Projects

Dear Sir/Madam

Draft Statement of Community Involvement

You will recall that in September 2006, you received from us a pre-production consultation leaflet and questionnaire for information and completion. Thank you for your response. The returned questionnaire responses have been analysed and contributed to the production of the draft version of the Statement of Community Involvement (SCI). This document has now been approved by the Council for a 6 week period of public consultation, which will expire on **Friday 22 December 2006**.

You/your organisation requested that you be consulted on the draft SCI. Accordingly a copy of the document is attached together with a questionnaire for you to complete should you wish to make more detailed comment. It is also possible to complete the questionnaire online at www.warwickdc.gov.uk/sci Please could you ensure that you return the completed questionnaire by **16:45 on Friday 22 December 2006**.

Additional paper copies of the SCI can be consulted at:

The Council Offices: Riverside House, Milverton Hill, Royal Leamington Spa; and

The Town Hall: Parade, Royal Leamington Spa

Monday – Thursday 8.45 am – 5.15 pm; Friday 8.45 am – 4.45 pm

Whitnash Town Council Office: Lammas Croft, Whitnash

Tuesday and Thursday 9.00 am – 12.00 noon

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Monday and Thursday 9.30 am – 8.00 pm; Tuesday 10.00 am – 8.00 pm; Wednesday and Friday 9.30 am – 5.00 pm; Saturday 9.30 am – 4.00 pm; Sunday 10.00 am – 2.00 pm

Warwick Library: Barrack Street, Warwick

Monday 9.00 am – 7.00 pm; Tuesday, Wednesday and Friday 9.00 am – 5.30 pm; Thursday 10.00 am – 7.00 pm; Saturday 9.00 am – 4.00 pm

Also at **Warwick Connection** at Warwick Library open Monday, Tuesday and Friday 9.00 am – 5.30 pm; Wednesday 10.30 am – 5.30 pm; Thursday 10.00 am – 5.30 pm

Warwickshire Direct - Kenilworth: Kenilworth Library, Smalley Place, Kenilworth

Monday and Thursday 9.00 am – 7.00 pm; Tuesday and Friday 9.00 am – 5.30 pm; Wednesday 10.30 am – 5.30 pm; Saturday 9.00 am – 4.00 pm

Lillington Library: Valley Road, Royal Leamington Spa

Monday and Friday 9.30 am – 1.00 pm & 2.00 pm – 5.30 pm; Tuesday and Thursday 9.30 am – 1.00 pm & 2.00 pm – 7.00 pm; Saturday 9.30 am – 4.00 pm

Whitnash Library: Franklin Road, Whitnash

Tuesday 9.30 am – 7.00 pm; Thursday 2.00 pm – 7.00 pm; Friday 9.30 am – 5.30 pm; Saturday 9.30 am – 12.30 pm

The Chain Community Office: Crown Way, Lillington, Royal Leamington Spa

Monday to Friday 10.30 am – 12.00 am

Brunswick Healthy Living Centre: 98-100, Shrubland Street, Royal Leamington Spa

Monday - Thursday 9.00 am – 5.00 pm; Friday 9.00 am – 4.30 pm

At the end of the consultation period, the questionnaire responses will again inform any changes considered to be necessary or desirable to the draft document. The resulting document will be the **submission version** of the SCI, which will be submitted to the Secretary of State. You will have a further

opportunity to comment on this document if you wish. Details will be publicised in the local press and on our website.

Any objections made to the submission version of the SCI will be considered by an independent Inspector by way of an Inquiry. The Inspector's report resulting from the examination will be binding upon the Council and once any changes are made to reflect the Inspectors requirements in this respect, the Council will move toward adoption of the document.

If you have any questions or require additional consultation response forms, please contact Lorna Coldicott on 01926 456505 or by email ldf@warwickdc.gov.uk

Thank you for your interest and involvement in this process.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'L. Coldicott', is positioned above the typed name.

Lorna Coldicott
Senior Planner
Policy & Projects

Beausale, Haseby, Honiley & Wroxall Parish Council
Baginton Parish Council
Court Homes
Pettifer Estates
Bonner Homes (Midlands) Ltd
Alliance Environment and Planning
Mr P Griffiths
Roger Tym & Partners
Southern Windy Arbour Area Residents Association
Norton Lindsey Parish Council
Environment Agency
Home Builders Federation
Turley Associates
Solihull Metropolitan Borough Council
Bigwood Associates
John Burban & Sons
Miller Homes
Coventry & Warwickshire Learning & Skills Council
Tweedale Ltd
Mobile Operators Association
Shrewley Parish Council
Smith Stuart Reynolds
Bellway Homes West Midlands
William Davis Ltd
Gallagher Estates
William Morrison Supermarkets
J H Hardy
Archy Muir
Kenilworth Society

Mr C Smith
David R Shakespeare
Mrs J S Drake
Highways Agency
Robin A Richmond
Dr G & Mrs M Delfas
John Ciriani
Campaign Against Expansion of Coventry Airport
Warwick Chamber of Trade & Commerce
John Henderson
R James
John Myers
Senior People's Forum
Framptons
West Midlands RSL Planning Consortium
Redrow Homes (Midlands) Ltd
Barford Residents Association
Warwickshire County Council
Whitnash Town Council
Stoneleigh & Ashow Parish Council
Davis Planning Partnership
Young Housing Project
Stratford & Warwick Waterways Trust
Leamington Gospel Hall Trust
Crown Estates
Warwickshire Association of Youth Clubs
Bath Place Community Venture
Stagecoach in Warwickshire

APPENDIX 6
Representation Form under Regulation 26

Statement of Community Involvement



Have Your Say Now

Now that you have had a chance to look at the draft Statement of Community Involvement (SCI), please take the opportunity to complete the questionnaire below and let us have your views. You can also tell us here if you have any other ideas about how to involve the community in planning issues and if you wish to participate further. If you prefer to complete the questionnaire online, you may do so by accessing the Warwick District Council website www.warwickdc.gov.uk/sci We are sorry, but we are unable to acknowledge receipt of forms submitted in either format.

Your Name.....

If you are completing this questionnaire on behalf of a group, or as an agent for someone else, please give their name.

.....

Your Address

.....

.....

.....

Post Code.....

Telephone number(s).....

Email

Mobile

Fax

You are invited to give your general views on the draft SCI in **Part 1** below.

Part 2 of the questionnaire relates to more detailed issues regarding the ‘tests of soundness’ (paragraph 4 of the draft SCI). These tests are the ones that the Inspector will apply to ensure that the SCI is a sound document that can be adopted as a tool by which other documents will be measured when consultation takes place. Finally in **Part 3**, a section of the pre-production questionnaire (September/October) is repeated to allow those who have not already registered with us to do so. Only complete this part if we do not already hold this information for you. If you are unsure, please contact us and we will check whether you are on the database.

PART 1

1. Do you think that the Draft SCI is easy to understand?

Yes

☐

No

☐

If no, please tell us which paragraph or table in particular, you think need more explanation (please continue on a separate sheet of paper if necessary)

Paragraph/table.....

Please explain/comment briefly

.....
.....
.....

Paragraph/table

Please explain/comment briefly

.....
.....
.....

2. Do you agree with the **proposed methods for consulting** with you on the following?

	Yes		No
Development Plan Documents (table 4 on page 10)			
Supplementary Planning Documents (table 5 on page 10)			
Planning applications (table 6 on page 11)			

What other methods, if any, would you wish to see used?

.....

.....

.....

.....

.....

.....

.....

.....

Do you have any other comments on the proposed methods of consultation?

.....

.....

.....

.....

.....

.....

.....

3. Do you have any other suggestions for improvements to the SCI?

.....

.....

.....

.....

.....

.....

PART 2

4. The regulations that apply to the SCI require that we consult with community groups and bodies and include a general list of these in the SCI. Is it clear from the list, which types of group we will consult? (see Appendix 1 of the draft SCI)

Yes ☐

No ☐

5. Has the Council clearly explained the links between this document and the other local community strategies (e.g. Warwick District 2020, The Community Plan for Warwick District)? (see Section 5 of the draft SCI)

Yes ☐

No ☐

6. Has the Council outlined clearly how the results of involvement will be fed into the production of plans and documents which form part of the Local Development Framework? (para. 4.3 of the draft SCI)

Yes ☐

No ☐

7. Has the Council outlined clearly how the SCI will be reviewed? (see Table 1 and para. 3.7 of the draft SCI)

Yes ☐

No ☐

8. Has the Council described clearly how it will consult with the community on planning applications? (Table 6 and section 6 of the draft SCI)

Yes ☐

No ☐

Do you have any other suggestions for improving the way we consult on planning applications?

.....
.....
.....

9. Do you have any other suggestions as to how the Council can engage with those sections of the community described as 'hard to reach'? (para.3.6 of the draft SCI)

.....
.....
.....
.....

10. Did you respond to the first stage of the SCI production (leaflet and questionnaire) If **Yes**, thank you for completing this questionnaire. If **No**, then please complete section 3 below

Yes ☐

No ☐

PART 3

This section should only be completed by those who did not complete the SCI pre-production questionnaire but would like to be involved in future document production. Please register your specific interests by completing the next section and your details will be entered onto our database.

11. Which documents currently outlined in the Local Development Scheme would you like to be involved in the production of?

Statement of Community Involvement (submission stage)	<input type="checkbox"/>
Core Strategy	<input type="checkbox"/>
Supplementary Planning Document on Parking Standards	<input type="checkbox"/>
Supplementary Planning Document on Affordable Housing	<input type="checkbox"/>
Supplementary Planning Document on Open Space	<input type="checkbox"/>
Supplementary Planning Document on Residential Design	<input type="checkbox"/>

12. If you wish to be involved in the Local Development Framework preparation process, please indicate at which stage you would like this to be

Issues and Options stage	<input type="checkbox"/>
Preferred Options stage	<input type="checkbox"/>

	Submission of Document stage	<input type="checkbox"/>
	All of the above	<input type="checkbox"/>
13	More generally, what are the issues that interest you and in which you would like to be involved	
	General development in the district	<input type="checkbox"/>
	Housing allocations	<input type="checkbox"/>
	Employment allocations	<input type="checkbox"/>
	Retailing or town centre policies	<input type="checkbox"/>
	Conservation of the built environment	<input type="checkbox"/>
	Any matter relating to Leamington Spa	<input type="checkbox"/>
	Any matter relating to Warwick	<input type="checkbox"/>
	Any matter relating to Kenilworth	<input type="checkbox"/>
	Any matter relating to Whitnash	<input type="checkbox"/>
	Any matter relating to the rural area of the district	<input type="checkbox"/>
	Planning Applications	<input type="checkbox"/>
	All of the above	<input type="checkbox"/>

Equal Opportunities Monitoring Form (for completion by individual respondents and is optional)

Warwick District Council is committed to equality of opportunity, both in the provision of services and in our role as a major employer. We believe that all people have the right to be treated with dignity and respect. We are committed to the elimination of unfair discrimination and are determined to ensure that all service users will receive fair and equitable treatment.

To assist in monitoring fair and effective service delivery and to develop our policies and practices, we request that you complete the monitoring information below. The information will be treated as confidential and used for monitoring purposes only.

Please tick boxes where appropriate

Gender

Male

☐

Female

☐

Ethnic Origin:

Please note: The question relating to ethnic origin is not to identify nationality, place of birth or citizenship. UK citizens can belong to any of the groups listed below, or other groups not listed, and we seek information on broad ethnic grouping and colour. Please indicate which ethnic group (s) you consider yourself to belong to by ticking one of the boxes which best describes you.

White

English

☐

Welsh

☐

Scottish

☐

Irish

☐

Any other
White background

☐

Please specify :

Black or Black British

Caribbean

☐

African

☐

Any other
Black background

☐

Please specify :

Mixed

White and Black Caribbean

☐

White and Black African

☐

White and Asian

☐

Any other mixed background

☐

Please specify:

Asian or Asian British

Indian

☐

Bangladeshi

☐

Any other Asian
Background

☐

Please specify:

Chinese

Chinese

☐

Other Ethnic Group

Any other ethnic group

☐

Please specify:

Religion

Christian

☐

Buddhist

☐

Muslim

☐

Sikh

☐

Hindu	<input type="text"/>	None	<input type="text"/>
Jewish	<input type="text"/>	Any other religion/belief	<input type="text"/>

Please specify:

Warwick District Council operates within the framework of the Disability Discrimination Act 1995, (DAA) which defines disability as:

“A physical or mental impairment which has substantial and long term adverse effect on a person’s ability to carry out normal day to day activities”

Do you consider yourself to be disabled as defined by the Disability Discrimination Act?

Yes	<input type="text"/>	No	<input type="text"/>
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Age

Under 16	<input type="text"/>	30-39	<input type="text"/>	60-74	<input type="text"/>
16-24	<input type="text"/>	40-49	<input type="text"/>	75-84	<input type="text"/>
25-29	<input type="text"/>	50-59	<input type="text"/>		

Thank you for taking the time to complete the questionnaire. I’m sorry but we are not able to acknowledge receipt of questionnaires. Your responses will however, inform the next stage of the SCI which is the submission version to the Secretary of State. Please return the questionnaire to us using the Freepost envelope provided or direct to Riverside House by Friday 22 December 2006. If you have any questions or require further copies of the questionnaire, please contact Lorna Coldicott, Senior Planner tel. no. 01926 456505 or email ldf@warwickdc.gov.uk

Please note that although the SCI will draw out general points from the questionnaires and not attribute them to groups or individuals, they are public documents and available for public scrutiny. The information will be held on a database and used to assist with the preparation of all LDF documents and with the consideration of planning applications, in accordance with the Data Protection Act 1998.

If you have ticked the box for ‘Statement of Community Involvement (submission stage)’ at question 13 above or in the pre-production questionnaire, you will be informed when this document is available for comment and the relevant dates for a further six week consultation period. This is likely to be in April/May 2007.

For official use only:

Ref:

APPENDIX 7
Responses to Draft Statement of Community Involvement

Name	Organisation	Comment	Council's Response	Change Made to SCI
Mrs J S Drake		<p>Not everyone has internet access. Press releases need to reach these people.</p> <p>Neighbours should be informed of any planning application that may affect them, the decision taken and site notices posted</p>	<p>The Council recognises that internet access is not available to everyone and therefore letters and press releases will continue to be used to meet the needs of everyone.</p> <p>Immediate neighbours to a proposed development are sent individual letters to inform them that a planning application has been received and a site notice is posted as near as possible to the site. Individual officers have the discretion to consult more widely if an application would have significant impact. Post decision, details are given on the Council's website and lists can be viewed at libraries and Riverside House. Letters detailing the outcome may also be obtained by request</p>	<p>None</p> <p>None</p>
Tammy Schofield	Disability Rights Commission	Insufficient resources to respond		None
Mrs Gill King	Charlecote Parish Council	None		None
Charles Barlow	Warwickshire Rural Community Council	Consider using parish magazines and newsletters to publicise planning applications/DPD/SPD in addition to press releases – easier to reach rural communities	The Council will inform the parish and town councils of impending consultation opportunities. A weekly list of planning applications is automatically emailed to parish clerks and parish council's are encouraged to publish these details in subsequent parish magazines. The Council has now set up an email alert system for all those wishing to receive emails as an early warning of consultations	None

Name	Organisation	Comment	Council's Response	Change Made to SCI
			commencing. Those wishing to receive such emails must subscribe to the service via the Council website.	
William Clemmey	Warwickshire Association of Youth Clubs	<p>Suggest wider publicity via neighbour letter for new build (i.e. any property overlooking site) planning applications.</p> <p>Could consult young people through youth clubs/workers.</p> <p>First mention of Local Development Framework on P4 should have LDF in brackets</p> <p>Mainly a very clear document.</p>	<p>The Council sends letters to all those neighbours with a common boundary with a proposed development. Individual officers have the discretion to extend this area of notification where they feel that the effects could have a significant impact.</p> <p>Youth clubs are on our database of consultees and will therefore be included in future where interest has been expressed.</p>	<p>None</p> <p>None</p> <p>LDF in brackets has been added after the first mention of the Local Development Framework (P1)</p>
Christine Hemming	British Waterways	<p>Email statutory consultees on receipt of application and send letter where large plans are involved.</p> <p>Table 4 & 5 methods should be utilised for EIA's and scoping exercises.</p> <p>BW wishes to be consulted at all stages of LDF document preparation.</p>	<p>The Council is actively pursuing the idea of emailing statutory consultees with planning application details upon receipt. It will also be possible to email plans in the near future</p> <p>Tables 4 and 5 will be used for all stages of the LDF and EIA document preparation including scoping.</p> <p>Noted</p>	<p>None</p> <p>None</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
		All documents should be approved by Plain English Campaign	As explained in the SCI document (page 6), there is a lot of jargon associated with planning and to make this as easily understood as possible, we have tried to write the document in simple terms, using plain English. We acknowledge that there are some words or phrases that need explanation which we cannot avoid using. In particular, this includes acronyms and names given to the parts of the process or documentation, in legislation or guidance from central government. These have been included in a glossary at the end of the document. It is not our intention to confuse readers with the language used.	
	Balsall Parish Council	<p>Email alert should be used instead of letters. All statutory bodies should be informed by email on receipt of major planning applications.</p> <p>This PC can be caught out as a neighbouring parish looking more toward Solihull than Warwick for proposed development</p>	<p>The Council has now set up an email alert system for all those wishing to receive emails as an early warning of consultations commencing. Those wishing to receive such emails must subscribe to the service via the Council website. Letters will also be sent when consultations commence</p> <p>The Parish Council's adjacent to Warwick District will be informed of LDF document production commencement and will be informed throughout the stages. It is not possible to inform adjoining parishes about all planning applications, but the weekly list is available on the website or can be emailed by request.</p>	<p>None</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
			Major applications on the website are given prominence to aid identification	
Philip Page		<p>Personal visits should be made by planners and time spent in detailed explanation of the importance of points of view being aired.</p> <p>Those mentioned in table 6 should be asked if they really wish to be consulted.</p>	<p>Policy officers will make themselves available to speak to groups of people when requested to do so e.g. parish councils with regard to policy document production</p> <p>Development Control (DC) officers will attend parish council meetings when invited to do so, to discuss any major planning application having a significant impact on that area. DC officers visit all application sites and if necessary, will view the site from adjoining land</p> <p>The initial scoping questionnaire was used to inform us of the future interest of those detailed on the consultation list in table 6. Only those who expressed particular interest at that stage have been sent full details of the next stage of the document. This will also apply to future documents. The same questionnaire has informed us as to which organisations/ bodies/individuals wish to be involved in future. The views of people from all backgrounds and from local companies etc. are sought as demonstrated by the extensive list of consultees in table 6. Additionally, there are a number of deposit points throughout the district where documents and questionnaires are made freely available for people to</p>	<p>None</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>A development plan for growth is needed</p> <p>.</p>	<p>make their views known. Newspaper notices are also placed and the Council website carries details and documents together with questionnaires which can be completed and submitted online.</p> <p>The Warwick District Local Plan is currently the plan for growth for the district. This plan is due to be replaced in 2007 by a review of that plan for which the Inspectors binding report is expected in the spring of that year. This plan will gradually be replaced by a number of Local Development Documents (LDD's) which focus on individual topics. These will deal with different aspects of growth for the district in the future and will be subject to full public consultation and scrutiny as outlined in the SCI, as they are developed.</p>	None
		<p>More views should be sought from people in the street/local companies and future residents</p>	<p>We are actively seeking additional contributors to planning issues through the SCI consultation process. This has been widely publicised to allow those interested to submit their views and register their interest on our database for future consultation. It is not possible to identify however, future residents unless they make themselves known to us prior to taking up occupation in the district</p>	None
P H Lloyd		None		None

Name	Organisation	Comment	Council's Response	Change Made to SCI
S J Staines	Friends, Family & Travellers	Insufficient resources to respond to all consultations – local authorities should interact directly with gypsy and traveller communities on their own territory. Their requirements are not fully met due to previous lack of engagement and intimidation due to illiteracy and previous negative involvement	Policy officers will make themselves available to speak to groups of people when requested to do so. In the case of non static groups such as gypsy and travellers, officers will meet with them where this can be organised through the representative body and with reference to paras. 27 – 29 of Circular 1/2006, 'Planning for Gypsy & Traveller Caravan Sites'	None
Peter Davies	Warwickshire Police	Consultation should also take place with police re 'Secured by Design'. This should be mentioned in section on planning applications	The SCI is really looking at the way in which we consult with others at various stages of the process for policy documents, guidance and planning applications. We say that we consult with statutory bodies and others with particular interests, but there is no need to list specifically who these are other than in terms of what the legislation expects (appendices 1 and 2). We cannot go into detail as to what we consult each consultee on as this would make the SCI very long and highly detailed and we could, quite rightly, be criticised for this. Reference has now been made however, to the fact that we will consult the police with regard to the principles of 'Secured by Design' on relevant planning applications and pre-application discussions	Reference has now been made in the SCI to the consultation that will take place with the police for major planning applications and guiding developers to early contact at the pre-production stage (para. 6.1)
Gary Knight	Community Safety Unit	There is no mention of consulting with Police Architectural Liaison Officer. Application consultation is often sent too late, especially in relation to new homes	The SCI is really looking at the way in which we consult with others at various stages of the process for both policy documents, guidance and	Reference has now been made in the SCI to the consultation that will take place with the police for

Name	Organisation	Comment	Council's Response	Change Made to SCI
			<p>planning applications. We say that we consult with statutory bodies and others with particular interests, but there is no need to list specifically who these are other than in terms of what the legislation expects (appendices 1 and 2). We cannot go into detail as to what we consult each consultee on as this would make the SCI very long and highly detailed and we could, quite rightly, be criticised for this. . Reference has now been made however, to the fact that we will consult the police with regard to the principles of 'Secured by Design' on relevant planning applications and pre-application discussions</p> <p>Application details are sent to the police with the first batch of consultations that are sent, upon receipt. This gives the police the same length of time as statutory consultees to respond.</p>	major planning applications and guiding developers to early contact at the pre-production stage (para 6.1)
Bob Sharples	Sport England	Post decision on planning applications, those who responded should be informed of the decision by email or letter, together with a copy of the decision notice	. Post decision, details are given on the Council's website and lists can be viewed at libraries and Riverside House. Letters detailing the outcome may also be obtained by request	None
P A Eldridge	Leek Wootton & Guys Cliffe Parish Council	The website is insufficient for notification of pre-production stage. Letters are required to inform that the document is available on the website.	The website is not the only method by which we will be informing groups and individuals of the stages of production of LDF documents. We recognise that there are those who do not have access to this technology and therefore we will continue to send out	Other options have been added to the tables, but these will be tailored to the particular document to be produced so will not necessarily all be employed for all pre-

Name	Organisation	Comment	Council's Response	Change Made to SCI
		Planning application table makes no reference to Parish Councils	notification by letter and publicise each stage at the deposit points and in press releases (when applicable). This applies particularly to those on our database who have expressed a preference for these methods of communication	production consultation (Tables 4,5 and 6) Mention of the role of parish councils relating to planning applications has now been added (paras. 1.17 and 6.1)
Roland Sheldon	William Davis Limited	The SCI does not meet the tests of soundness as it does not clearly define in general terms, which community groups will be consulted during LDF preparation. Local developers and land owners should be included on list either as a separate inclusion or within existing development industry term, added as an e.g. in brackets. No indication of general intention to consult with developers.	The list in Appendix 1 gives the groups in general terms that the council will consult on planning matters and this has now been expanded in line with Annex E of PPS12. This is not supposed to be an exhaustive list, but gives general types of groups with examples throughout. The tests of soundness are now met by the content of the table and a detailed list of all those (named) who have been consulted is given in Appendix 6	Appendix 1 has been replaced with the list of consultees from Annex E of PPS12 in line with the tests of soundness
Ruth Bradford	Warwickshire County Council	Table 2 on pages 7/8 should go onto one page.	The tables are produced on one page wherever possible, but if a long table goes over a page, it is inevitable that the table is split where it would not fit onto one side of A4 anyway.. Where a table is produced which would fit on a single A4 sheet but would waste a lot of space and result in using more paper, the table is split.	The font size has been reduced to enable this table to fit on one side of an A4 sheet of paper

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>Parish newsletters and presentations to PC's should be utilised.</p> <p>No mention of Warwickshire County Council Minerals and Waste LDF.</p> <p>Plan advertising to reach as many people as possible and give as much time as possible</p>	<p>The Council will inform the parish and town councils of impending consultation opportunities. The Council has now set up an email alert system for all those wishing to receive emails as an early warning of consultations commencing. Those wishing to receive such emails must subscribe to the service via the Council website. Parish councils will be encouraged to include this information in their respective parish magazines. A weekly list of planning applications is automatically emailed to parish clerks and this should inform subsequent parish magazines.</p> <p>The consultation periods are set by central government and we will adhere to these. It will not be possible to give longer than this normally, due to the strict timetabling restrictions imposed and the programming in the LDS. We will advertise in accordance with the guidance and at the required stages as outlined in the SCI.</p>	<p>None</p> <p>Reference to the responsibilities of Warwickshire County Council with regard to waste and minerals has been added with mention of the adopted SCI (para. 4.1)</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
John Ciriani		<p>3 minute limit to speaking at DC committee too short for major applications and visual aids should be allowed to illustrate points.</p> <p>Give feedback on the input from 'hard to reach' groups – active listening</p>	<p>The three minute time limit on public speaking at Development Control Committee has been introduced to ensure that objections/support can be heard. It is expected that those appearing should be concise and summarise the views held by all those whom they represent. Three minutes is sufficient time to allow this and prevents the meeting, which usually has a lengthy agenda, from becoming too long and cumbersome. It is also the length of time adopted by the majority of local authorities who allow public speaking in such meetings. Allowing visual aids by all parties involved would further complicate and extend meeting times. Material displayed at the meetings is extensive including plans, maps and photographs. If speakers wish to include more, they should speak to the case officer well in advance of the meeting</p> <p>It is unclear what the objector means by giving feedback from 'hard to reach' groups</p>	<p>None</p> <p>None</p>
Sarah Faulkner	NFU	Email alert should be used for the pre-production stage of SPD's.	The Council has now set up an email alert system for all those wishing to receive emails as an early warning of consultations commencing. Those wishing to receive such emails must subscribe to the service via the Council website. It is not a suitable means of notification for everyone.	None

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>Notification of planning application decisions should be sent to those who submitted representations.</p> <p>Rural communities should be added to list of 'hard to reach' groups. Electronic communication should be avoided for this group</p>	<p>Letters will still be sent in addition. Pre-production will take different forms depending on the SPD</p> <p>Post decision, details are given on the Council's website and lists can be viewed at libraries and Riverside House. Letters detailing the outcome may also be obtained by request</p> <p>The list of 'hard to reach' groups is not exhaustive and only examples have been given, however, rural communities has been added to the list as requested. Electronic communication is one form of consultation and we recognise that this is not available to everyone, therefore we will continue to use other methods as outlined in the document and not isolate particular groups who do not have such access</p>	<p>None</p> <p>'Rural communities' has been added to the list of examples of 'hard to reach' groups (para. 3.7)</p>
Denny Reader	The Heretix	Good idea to consult on planning matters, but SCI is too difficult to understand and too long	The length of the document has been dictated by the breadth of information required to be included. Government Office for the West Midlands has indicated that it is of about the right length. It has been written as simply as possible bearing in mind the complexity of the subject matter and the jargon associated with planning and its processes. A glossary is provided to assist understanding and explain the jargon in simple terms	The Council has tried to make the document more easily understood by re-formatting the first section of the document and making it a quick and easy reference section. The glossary has been expanded to include further definitions

Name	Organisation	Comment	Council's Response	Change Made to SCI
Rod Wheat		Use of 'business speak' forces use of glossary.	As explained in the SCI document (page 6), there is a lot of jargon associated with planning and to make this as easily understood as possible, we have tried to write the document in simple terms using plain English. We acknowledge that there are some words or phrases that need explanation which we cannot avoid using. In particular, this includes acronyms and names given to the parts of the process or documentation, in legislation or guidance from central government. These have been included in a glossary at the end of the document. It is not our intention to confuse readers with the language used.	None
		Doesn't buy paper, visit deposit points or access WDC website regularly so need email for all those registered on database to inform at all stages	The Council has now set up an email alert system for all those wishing to receive emails as an early warning of consultations commencing. Those wishing to receive such emails must subscribe to the service via the Council website. Letters will also be sent .	None
Jill Wheat		No time to scrutinise document in depth due to complexity.		None
		Would like to be informed by email.	The Council has now set up an email alert system for all those wishing to receive emails as an early warning of consultations commencing. Those wishing to receive such emails must subscribe to the service via the	None

Name	Organisation	Comment	Council's Response	Change Made to SCI
		3 minute time limit on speaking at DC committee unrealistic	<p>Council website.</p> <p>The three minute time limit on public speaking at Development Control Committee has been introduced to ensure that objections/support can be heard. It is expected that those appearing should be concise and summarise the views held by all those whom they represent. Three minutes is sufficient time to allow this and prevents the meeting, which usually has a lengthy agenda, from becoming too long and cumbersome. It is the length of time adopted by the majority of local authorities who allow public speaking in such meetings.</p>	None
Justin Milward	Woodland Trust	<p>Planning applications should be referred to Woodland Trust where they affect the irreplaceable semi natural habitat of ancient woodland. LA's should identify any areas of ancient woodland in their area that do not have statutory protection. Permission should not be granted for any developments that would result in their loss or deterioration. Aged or 'veteran' trees outside woodland are valuable to biodiversity and should not be lost.</p> <p>Some LA's have listed non-statutory consultees for planning applications in draft SCI's – this authority should do the same</p>	<p>Ancient woodland is identified as a constraint on Council records. The Forestry Commission is already informed of planning applications in respect of these matters, however the Woodland Trust will be added to this list .</p> <p>Broad groups of non-statutory consultees are now listed in Appendix 1 as given in Annex E of PPS12</p>	None
	Peacock & Smith (on behalf of Wm. Morrisons Supermarkets)	Company would like to be kept informed on future stages of document preparation , but has no specific comments on SCI at this stage	Request for future involvement has been recorded on database	None
Stephen Hill	Birmingham International Airport	BIA is not identified as a consultee in the list of Specific Consultation Bodies despite receiving copy of	The list of Specific Consultation Bodies which appears in Appendix 1	None

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>SCI and being statutory consultee in terms of aerodrome safeguarding for planning applications under Circular 01/2003.</p> <p>Not enough space on the questionnaire for full address. BIA expects to be a consultee on Warwick LDF</p>	<p>has been replaced by those in Annex E of PPS12. The list includes airport operators and the Civil Aviation Authority so it is not considered necessary to name specific airports.. The BIA is included on the database for future consultations..</p> <p>The Council has the full address of the BIA contact on the consultation database</p>	None
Colin Mercer	Highways Agency	<p>More details about Warwick District would be helpful e.g. map, population statistics and census data. Support Council's approach to LDF process.</p> <p>Pleased that HA is on list of statutory consultees for DPD's. Consider it crucial to involve HA at pre-production stage especially for Core Strategy and Site Allocations DPD's.</p> <p>Would like to be consulted on all planning applications where there may be an impact on motorways or trunk roads</p>	<p>The district will continue to consult the Highways Agency on all relevant planning applications.</p> <p>The Highways Agency is included in the LDF database for future consultation</p>	<p>A paragraph has been inserted to give a brief outline of the district. (Page 1)</p> <p>None</p> <p>None</p>
Rachel Lim	Tetlow King (representing West Midlands RSL Planning Consortium)	<p>Consider introductory paragraph needed describing the district.</p> <p>Support the council's intention to involve 'hard to reach' groups.</p> <p>Support SCI generally and wish to be consulted at all stages of LDF production establishing meaningful dialogue with the council as providers of affordable housing.</p>	<p>Details have been recorded on the LDF database for future consultations, as requested</p>	<p>A paragraph has been inserted to give a brief outline of the district. (Page 1)</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
Joanna Illingworth	Kenilworth Society	<p>There are too many acronyms and too much jargon which is not all explained in the glossary.</p> <p>The order of the text is odd.</p> <p>Definition of 'spatial' planning is meaningless.</p> <p>It is sometimes necessary to refer to paragraphs ahead of the one being read to understand. Document is off putting to anyone who is unfamiliar with the planning system.</p> <p>Notification of planning decisions should be sent to those who objected or supported planning applications or policies.</p>	<p>The Council has acknowledged in the SCI that acronyms and jargon are a problem. It is not possible to explain them throughout the text, but the glossary should provide basic information and where definitions were omitted, they have now been added.</p> <p>Post decision, details are given on the Council's website and lists can be viewed at libraries and Riverside</p>	<p>The Council has tried to make the document more easily understood by re-formatting the first section of the document and making it a quick and easy reference section. The glossary has been expanded to include further definitions</p> <p>The Council has tried to make the document more easily understood by re-formatting the first section of the document and making it a quick and easy reference section.</p> <p>The definition has now been altered to that given in PPS12</p> <p>The Council has tried to make the document more easily understood by re-formatting the first section of the document and making it a quick and easy reference section. Cross referencing has been checked again</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>The main SCI contains little on planning and the normal democratic processes. Role of councillors has not been sufficiently explained. Should be a section on how councillor's can assist members of the public in relation to planning applications.</p> <p>No mention of CAAF which should be listed amongst bodies entitled to speak at committee.</p> <p>Explain fully the role of parish councils and elected members in the planning process and encourage members of the public to discuss planning issues with them.</p> <p>Explain the role of expert bodies like the HA.</p>	<p>House. Letters detailing the outcome may also be obtained by request</p> <p>It is not the function of this document to describe the planning system or the way in which Councillors are elected. Other publications deal with the democratic process. The description of the role of the Councillor has been expanded however to include the way that they can be approached for support with regard to planning applications</p> <p>CAAF were granted the right to speak at committee in 2006 on significant items</p> <p>It has been explained that the Parish Council's receive details of planning applications in their area as consultees on planning applications and that they are involved in the production of policy documents. It is not considered necessary to expand this further. The explanation of the role of elected members has been expanded as outlined above.</p>	<p>None</p> <p>Reference to CAAF speaking at committee has been added to the SCI (para. 6.3)</p> <p>A paragraph has been added which outlines the role of Councillors and the Parish Councils in planning application consultations (para. 3.6)</p> <p>Reference to statutory consultees and their technical role in giving advice on planning applications and policy documents has been</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>Suggest that anyone worried about the traffic generation implications of a planning application contacts the WCC highways section.</p> <p>The lists of consultees does not appear to be comprehensive and refers to Appendix 1 only.</p> <p>Specific examples of links between the SCI and the</p>	<p>The highways section of Warwickshire County Council is consulted on any application that has an impact on traffic generation or the road network in the local area and beyond, if this is applicable. In view of the need for planning officers at the District level to be able to gauge public opinion before making a decision or recommendation on an application, it is not considered appropriate to divert concerns directly to the highways authority. Instead the district planning officer should ascertain what highway issues there may be and approach the highway authority with those concerns raised with them by members of the public and others</p> <p>There are several lists of consultees within the appendices referring to the different types of consultation carried out by the planning department. Appendix 2 gives details of the statutory consultees for planning applications as laid out by the government. This is the minimum requirement. In addition Appendix 6 gives a full list of all those consulted during the preparation of the SCI, some of whom have advised us that they wish to be retained on the database and consulted on all/specific future document preparation</p> <p>The relevant local community</p>	<p>added (para 2.6) None</p> <p>Appendix 1 has been amended to include all consultees suggested in Annex E of PPS12</p> <p>None</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>other local community strategies would be helpful.</p> <p>Need to explain how views are assessed (in relation to feeding them into the production of plans and documents). Whether some carry more weight than others. Give criteria for the effectiveness of consultation methods and for judging the council's success in achieving the objectives of the SCI.</p> <p>The public as a whole is 'hard to reach'. By focussing on so called minority groups, such as the disabled, there is a danger of giving too much weight to their views and too little to those of the general population. SCI lacks strategy to engage ordinary members of the public.</p>	<p>strategies are given in the SCI. It is only necessary to state how these link to the SCI and this has been done</p> <p>All issues will be taken into account</p> <p>The government requires local authorities to particularly seek out and involve 'hard to reach' groups. Examples of these have been included here in the SCI. The Council will consult as widely as possible on all planning matters but recognises that different methods are more suitable to some groups than others.</p>	<p>None</p> <p>None</p>
Rose Freeman	Theatres Trust	<p>Pleased to be included as consultee. It is usual to have a paragraph within section 3 or as a subheading of Appendix 1 to say that a database has been set up and will be maintained for LDF consultations. Should also contain contact details for people/organisation to be added at any time.</p> <p>Look forward to being consulted on future documents especially Core Strategy and any associated SPD's, Site Allocations, DC Polices and Area Action Plans.</p>		<p>Paragraph added at 3.2</p> <p>None</p>
Jane Ware	Government Office for the West Midlands	Reflect on role of ' Summary ' and may consider that it should have a more appropriate title of 'Overview'.		This has been changed to 'Introduction' which seems more appropriate with other changes made to Section 1

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>Sections relating to planning applications all refer to current practice. Re-word such references, as SCI should look at future methods rather than current <i>Concerns over PPS12 conformity test of soundness:</i></p> <p>Contents – Heading for Appendix 1 needs to reflect that there are Specific Consultees and General Consultation Bodies and should be amended to 'Specific Consultees and General Consultation Bodies for Local Development Documents'. Also it would be useful to include page numbers alongside main headings in 'Contents' and 'Appendices' pages</p> <p>Section One: Summary – Paragraph 1.8 – Supplementary Planning Documents are not submitted for examination therefore third sentence needs amending.</p> <p>In the box 'Production, How We Will Involve You', the last paragraph needs amending to read 'Responses will be considered and will inform the final adopted version of the SPD'. Also, it would be useful to list the deposit points referred to in paragraph three as an additional footnote (as in table 2).</p> <p>Table 5 – Paragraph 4.44 of PPS12 states 'once adopted...the local planning authority should carry out the same publicity process for the adopted supplementary planning documents as applies to a development plan document' The box for Press Notices on the Adoption line therefore requires ticking</p> <p>Table 6 – As the Methods for Community Involvement, Consultation and Publicity appear to be the same for all planning applications, it may be better</p>		<p>This has been changed</p> <p>This has been done</p> <p>This has been done</p> <p>This has been done</p> <p>This has been done</p>

Name	Organisation	Comment	Council's Response	Change Made to SCI
		<p>to have just one table with clear footnotes.</p> <p>An extra column needs to be added as it is a requirement for some planning applications to be advertised in the press. Also a definition of * needs to be added to the footnotes</p> <p>Section 2 – Background We consider that it is necessary to add a general profile of the area to demonstrate the nature of the community and ensure local circumstances are reflected in the SCI.</p> <p>Paragraph 2.1 – In addition to those listed, the LDF also includes; other DPD's such as Site Specific Allocations and the Adopted Proposals Map and also, if required, LDO's and SPZ's.</p> <p>You may wish to include a table similar to the one on page 2 of PPS12</p> <p>Section 3 May be worth considering if any scope for common consultation</p> <p>Paragraph 3.1 – May find it useful to ask how the community would like to be involved</p> <p>Paragraph 3.4 – Specific and general consultation bodies are referred to in the 2004 Regulations, therefore amend wording of second paragraph and change appendices references</p> <p>Paragraph 3.6 – Good to see mention of 'hard to</p>	<p>Where common consultation is possible we will consider doing so</p> <p>This was asked in the questionnaire accompanying the draft SCI and results incorporated into the SCI</p>	<p>This has been done</p> <p>This has been done</p> <p>This has been added to the introduction</p> <p>These have been added</p> <p>A diagram has been added</p> <p>This has been added</p> <p>This has been done</p>

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		<p>reach' groups. An indication of how you intend to 'seek out and contact' these groups would be useful</p> <p>Section 4 As you are within a two tier area, it would be necessary to make reference to the fact that Waste and Minerals Planning Applications will be covered by Warwickshire County Council SCI which has been adopted</p> <p>Paragraph 4.1 – current wording suggests that DPD's and SPD's have only one period of statutory consultation and are not submitted to SoS. Redraft this paragraph</p> <p>Paragraph 4.2 – Consultation bodies and those on database will also need to be notified of consultation period commencing. Cross reference to Table 4</p> <p>Paragraph 4.4 – A statement needs to be included on how feedback will be conveyed to consultees</p> <p>Section 5 This section is considered to be clear and comprehensive</p> <p>Section 6 It would be useful to include more information regarding pre-application consultations including the role of applicants</p> <p>As you are a two tier authority reference should be made to the responsibility of the County Council in dealing with waste and minerals planning applications which are covered by an adopted SCI</p>		<p>This has been done</p> <p>This has been done</p> <p>Reference has been made in the SCI to this and the suggested cross reference made</p> <p>This has been done</p> <p>This has been added</p> <p>This has been added</p> <p>This has been added and reference made to the adopted SCI</p>

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		<p>Paragraph 6.1 – It is Appendix 3 which details the advice given on your website regarding consultation on applications, not Appendix 4</p> <p>Table 7 – Appendix 3 does not list the types of applications which are statutorily required to have site notices posted. There is an erroneous reference again to Appendix 3 relating to public notices (press). Also, the last sentence would read better if worded '....undertake to display site notices for all applications'.</p> <p>Paragraph 6.3 – the text suggests that all planning applications are decided by the council. However, a few cases may need to be referred to the Secretary of State via the Government Office for the West Midlands (GOWM) e.g. Departures or referrals under regulations such as the Shopping Direction. For completeness it would be useful to mention that occasionally it is necessary to refer planning applications to the Secretary of State via GOWM.</p> <p>Also it is Appendix 4 that contains advice on 'Speaking at Planning Committee' not Appendix 5. Paragraph 6.4 – for clarity you may wish to state that Table 6 is on Page 11</p> <p>Appendices It is considered that the list of Appendices on page 24 is un-necessary as it is a duplicate of that on page 4.</p> <p>If left in the SCI the wording of Appendix 1 will need amending to 'Specific Consultees and General Consultation Bodies for Local Development Documents' as previously mentioned.</p>		<p>This appendix has now been removed as it is likely to be changed</p> <p>This appendix has now been removed as it is likely to be changed</p> <p>This has been done</p> <p>Appendix 4 has now been removed as it is likely to be changed</p> <p>This has been removed</p> <p>This has been done</p>

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		<p>Appendix 1 - the title of this appendix needs amending as above. Also the list of consultees needs amending to reflect Annex E of PPS12. The list will also need updating e.g. Countryside Agency and English Nature should be Natural England. The SHA should be specified i.e. NHS West Midlands. In addition, it may be useful to consult with Warwickshire Primary Care Trust.</p> <p>The list of Other Consultees needs expanding to include bodies which represent the interests of different racial, ethnic or national groups in the area and voluntary bodies</p> <p>Appendix 2 – This appendix is confusing and would benefit from references not applicable to Warwick DC e.g. paragraphs referring to Greater London, National Park land and Windsor being deleted</p> <p>Appendix 3 – This appendix is considered clear and useful. However it would be useful to include the telephone number and website address in the second paragraph of 'Why Are You Consulted'</p> <p>Appendix 4 – This appendix is considered to be clear and useful</p> <p>Appendix 5 – There is no definition for Local Development Document (LDD) or Development Plan Document (DPD), both of which need to be included. Also it would be helpful to put the abbreviation (LDS) after Local Development Scheme</p> <p>Appendix 6 – The list appears to be very comprehensive</p>		<p>Appendix 1 has been replaced with an expanded version of Annex E of PPS12 and the list has been amended to reflect changes of name and include local specific authority names This has been done</p> <p>This has been done</p> <p>Appendix 3 has now been removed as it is likely to be changed</p> <p>Appendix 4 has now been removed as it is likely to be changed</p> <p>Definitions have been added and the abbreviation (LDS) added</p> <p>None</p>
G D Symes	Kenilworth Town Council	Currently enjoy good working relationship with District		None

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		<p>and hope that new procedures will strengthen not weaken this.</p> <p>Concerned that parish/town council's not mentioned.</p> <p>Para 6.2 should mention role of local ward/parish/town councillors in the planning process (refer to committee role in Appendix 4).</p> <p>Statutory Consultees listed for major applications in Appendix 2 does not mention parish/town councils. Sewage and drainage undertaker not mentioned in Appendix 2. Sport England not mentioned in Appendix 2 in relation to major sports developments.</p> <p>No appendix listing statutory consultees for non-major applications or explanation for the omission.</p> <p>No explanation of the effect two-tier government has on planning process and in particular, the relationship with the highway authority other than in regard to major developments.</p> <p>Glossary should include definition of DPD's.</p> <p>Layout not easy reading for those unfamiliar with planning process.</p>	<p>Parish /town councils are informed under the Local Government Act.when an application has been received. Warwick District Council exceeds this requirement by sending full details.</p> <p>The statutory consultees listed are those specified by the government in the Town & Country (General Development Procedure) (Amendment) (England) Order 2006,</p> <p>There are no statutory consultees for all non-major applications. Consultees are identified with regard to the type and extent of the application</p>	<p>This has now been added (paras 1.17, 6.1 and appendix 1)</p> <p>This has now been added Appendix 4 has been removed as it is likely to change</p> <p>None</p> <p>None</p> <p>This has been done (paras. 4.1 and 6.1)</p> <p>This has now been added</p> <p>The layout has been changed so that Section 1 has clear divisions to assist understanding</p>

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		Summary goes into details which make little sense without reading the whole document. Recommend this element should become just a summary whilst the section on preparing the SCI should form a later section.		'Summary' has now been renamed 'Introduction' as it seems more appropriate given other changes to format
Mike Holliss	Roger Tym & Partners (representing Gallagher Estates)	Couple of typographical errors in cross referencing to appendices. Final sentence therefore of para. 3.4 the references should be to Appendix 1 and 2. In para. 6.3 the reference should be Appendix 4		This has been changed
Elizabeth Dixon	Former South Warwickshire Access Group	Will advise if required (together with John Miller)	Noted	None
D E Stocks (Cllr)	Whitnash Town Council	None		
John Turner	The Warwick Society	<p>Do not find the draft SCI easy to understand – badly structured, dense, difficult to follow, excessive use of jargon and acronyms.</p> <p>If intended for the lay person, then there should be an introduction describing the planning portfolio that is replacing the Local Plan with descriptions of documents and whether they are advisory or statutory.</p> <p>Glossary needs to be fuller and include DPD, Core Strategy, SA, SEA and Regional Spatial Strategy and located at Appendix 1.</p>	<p>The Council has acknowledged in the SCI that acronyms and jargon are a problem. It is not possible to explain them throughout the text, but the glossary should provide basic information and where definitions were omitted, they have now been added.</p> <p>The SCI is one of the documents which make up the portfolio of documents which comprise the Local Development Framework (LDF). These documents will replace the Local Plan in due course.</p>	<p>The first section has been re-ordered and new titles used to aid understanding</p> <p>A diagram has been added to Section 2 of the SCI which shows clearly and simply how the LDF works</p> <p>Glossary has been expanded but the Appendix number is now 3 due to changes to the appendices</p>

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		<p>Inconsistency e.g. Warwick Local Plan is also called LPF and Supplementary Planning Document becomes Supplementary Planning Guidance document at table 3 page 9</p> <p>Section 5 successfully describes the Community Plan (but not Warwick Partnership) and other strategies but does not mention importance of Supplementary Planning Guides from central government, the planning function of the Government of the West Midlands and the role of the County Structure Plan.</p> <p>Not all interested individuals have a computer and some find websites unreadable.</p> <p>Paper copies of consultation documents will only be available from Riverside House in future. These should be available more widely and personal copies possible, for purchase if necessary</p> <p>Extend weekly list to include post decision by Planning Committee, appeals and appeal decisions. Extend neighbour notification to include post decision appeals and appeal decisions</p>	<p>The Warwick Local Plan is referred to as the LDP which stands for Local Development Plan. Supplementary Planning Documents replace Supplementary Planning Guidance in the new planning system</p> <p>Section 5 is about how the SCI links in with other local strategies which are adopted by the Council and therefore guidance from central government, the region and the County Council are not relevant here</p> <p>The Council recognises and acknowledges that this is the case and has therefore offered letters and paper copies of documents and questionnaires as one the options for consultation</p> <p>This is not the case. The paper copies of all documents and questionnaires will be available at all of the usual deposit points throughout the district and listed in the SCI. It is possible to obtain personal copies, where necessary, of all documents by contacting the policy team at any time during the consultation period</p> <p>Post decision, details are given on the Council's website and lists can be viewed at libraries and Riverside House. Letters detailing the outcome may also be obtained by request</p>	<p>None</p> <p>A list of members of the Warwick Partnership has been added as a footnote to the relevant document in section 5</p> <p>None</p> <p>None</p> <p>None</p>

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		<p>Concerned at lack of information disseminated on amendments to planning applications</p> <p>Most groups mentioned have organisations representing their interest. It is likely that they will be more interested in specific planning concerns rather than the process</p>	<p>Appeal information is publicised in the same way as planning application information. Those interested in the result of an appeal can view the outcome on the Planning Portal website or obtain a paper copy of the decision from the Planning Inspectorate</p> <p>Minor amendments to planning applications are not notified. Consultation letters are sent out if the amendment is regarded as one which will have a significant impact on neighbours</p> <p>The questionnaires produced as part of the SCI consultation process have been designed to obtain such information and this has been recorded on the database for use at stages of future documents</p>	<p>None</p> <p>None</p>
Adrian Pauling	Southern Windy Arbour Residents Association	<p>Both DPD and SPD (tables 4 & 5) should have letter or email at pre-production stage as well as website as it is easy to miss on website.</p> <p>Table 6 (page 11) says that only certain types of application require a public notice in the press and only neighbours with a common boundary receive letters.</p> <p>As a group with widening geographical interests, this means that they are not aware of applications that affect the group therefore email or letter to members</p>	<p>It is stated in the footnote that this is an option that the council may use where it is considered to be relevant</p> <p>A copy of the weekly list of all planning applications received is available on the website and can, by prior arrangement with the planning administration section, be emailed to individuals or groups automatically.</p> <p>It would not be possible to sort applications geographically for all local interest groups as this would be</p>	<p>'Website' has been made an option rather than a definite method</p> <p>None</p> <p>None</p>

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		of the residents association for any application in the area or at least in St John or Parkhill wards is requested	very time consuming and costly and would hold up the progress of the application. The weekly list is available grouped by parish however if this assists the group in identifying those applications of interest to them	
Michael Holliss	Roger Tym & Partners (Gallagher Estates)	Couple of typographical errors in cross referencing to appendices. Final sentence therefore of para. 3.4 the references should be to Appendix 1 and 2. In para. 6.3 the reference should be Appendix 4		This has been changed
Alex Munro	DPP (Tesco Stores Ltd)	<p>Where major applications have had draft schemes submitted at pre-application stage or as part of a 'Masterplan' or an allocation site, details of draft proposal should also be included on website.</p> <p>Case officer should contact applicant/agent prior to sending decision notice as a matter of course.</p> <p>Welcome flexible approach taken to pre-application consultation on major applications, but clearer guidelines needed for developers and members of the public on ways that they are expected to consult with stakeholders. Public exhibitions and leaflet distribution should be encouraged as part of the formulation of major proposals</p>	<p>Development Control officers will discuss the mechanisms for pre-application consultations with agents/developers/applicants</p> <p>Case officers contact the applicant/agent where a refusal of permission is likely to be issued, especially if amendments would be likely to result in a granting of permission</p>	<p>A paragraph has been added regarding pre-application discussions at para. 9.5</p> <p>None</p> <p>An additional section has been added to cover this (para 6.6)</p>
Stephen Nightingale	CVS Warwick District	Applications for distribution centres can have a wider impact and affect traffic and noise in residential areas – not sure how consultation on this type of development could be addressed.	Consultation on this type of development will be approached in a different way to that which is more minor (a domestic extension for example). Proposals would affect a	None

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		<p>Capacity building will become increasingly important under proposals in the local government White Paper</p> <p>'Hard to Reach' should include gay and lesbian groups</p>	<p>wider area and therefore consultation would be more widespread and gain a higher profile through greater publicity.</p> <p>The Council acknowledges the importance of capacity building in the SCI and is committed to working with its partners to achieve it.</p> <p>The list of 'hard to reach' groups is not definitive but mentions a few examples of the types of groups we hope to include</p>	<p>None</p> <p>'Gay and lesbian groups' has been added to the list of 'hard to reach' groups (para. 3.1)</p>
Catlin Jones	Environment Agency	<p>Would like to receive notification at pre-production stage of DPD's and SPD's by letter.</p> <p>Appendix 2 – Environment Agency now a statutory consultee for development proposed in Flood Zones 2 and 3 and in Flood Zone 1 where there is a critical drainage problem. Also for developments of one hectare or more</p>	Noted	<p>None</p> <p>The Council acknowledges the amendment to the GPDO and has added these details to the appendix</p>
Graham Leeke	Bishops Tachbrook Parish Council	<p>Dense, complex document that discourages effective understanding of the process.</p> <p>Should be explicit that Parish/Town Councils will be involved and that they are the primary level below district councils in making input to DPD's and SPD's.</p> <p>Planning Officers should work more closely with</p>	<p>The Planning Forum meets twice a</p>	<p>The layout has been changed so that Section 1 has clear divisions to assist understanding. Additional definitions given in glossary to explain terms</p> <p>Parish/Town Council's role has been added to the document (paras 1.17, 6.1)</p> <p>None</p>

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		<p>parish councils, attending their meetings to discuss planning applications on a regular basis and using the 'Planning Forum' as a more dynamic briefing/listening platform.</p> <p>Reinforce existing structure of parish/town councils.</p> <p>Is document of intent but generally planning has not adjusted its processes to meet needs of parish councils.</p> <p>Many 'other consultees' are not elected and therefore likely to become pressure groups.</p> <p>'Hard to reach' groups should be briefed on the democratic basis of locally elected structures and continuously encouraged to attend parish/town council meetings and participate in working groups and committees and as councillors</p>	<p>year and the Parish Forums annually Consideration of more regular meetings may be suggested. Policy officers will make themselves available to speak to groups of people when requested to do so e.g. parish councils with regard to policy document production Development Control officers will attend parish council meetings when invited to do so, to discuss any major planning application having a significant impact on that area.</p> <p>It is not clear what point is being made here</p> <p>The needs of the parish councils should be met by the proposals of the SCI</p> <p>It is not clear what point is being made here</p> <p>This will be possible once 'hard to reach' groups have been contacted and their interests identified. The SCI process has provided the opportunity for this</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>
R A Richmond		Whole document needs to be simpler in order to encourage community engagement. Pictures would help.		The first section has been re-ordered and new titles used to aid understanding A diagram has been added in Section 2 to aid understanding of the

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		<p>Appendix 1 should include examples of other consultees in order to encourage individuals to join appropriate group, including urban environment.</p> <p>Make other information that could have an impact on the decision making on planning applications, available at the time of consultation e.g. SPG's, SPD's, design briefs, prospectuses and local council land ownership details.</p>	<p>It would be very difficult to specify which documents would be appropriate at the earliest stage of the planning application when consultations are sent out. These documents will be made available on the council's website for interested parties to consult and are available in paper format at the council offices for those without access to the internet. It would not be possible to identify which would be most appropriate to individual applications without earlier officer input which would slow down the process considerably and to an unacceptable level. National documents are available on the Planning Portal website www.planningportal.gov.uk</p>	<p>system</p> <p>Appendix 1 has been replaced by the more comprehensive list given in Annex E of PPS12</p> <p>None</p>
Mrs S Green (Clerk)	Beausale Haseley Honily Wroxall Parish Council	<p>Major applications should have more time for parish councils and other groups to prepare a case.</p> <p>There should be more time allocated to public speaking at committee for major applications.</p>	<p>The Council has 13 weeks in which to make a decision on major planning applications. It is not possible to extend the length of time given to consultees to respond as officers need to work within the committee programme.</p> <p>Members of the committee are appraised of representations received</p>	<p>None</p> <p>None</p>

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		<p>during the life of the application up to the date of committee. The 3 minute speaking period should be used to summarise these views. This period of time does not need to be lengthened</p> <p>Members should be allowed to question speakers. These changes would not increase the burden on the committee but could improve the planning process.</p> <p>Not felt appropriate in rural areas to only consult with neighbouring property owners on planning applications. Properties within 'line of sight' should be informed as a minimum.</p> <p>Would like to see 'tick sheet' used for each application to show what planning officer has taken into account and what is relevant to the application and make officer more accountable.</p> <p>Website is OK but passive and letter/email also needed.</p> <p>How will balance be struck between views of numerous consultees -e.g. CPRE objects to rural employment but rural economy needs to be maintained</p>	<p>Members frequently ask questions of officers. The three minute speaking time should be used for those wishing to make their point succinctly and without interruption</p> <p>As with any planning application, officers have the discretion to consult as widely as they see fit depending upon the possible impact of the proposed development</p> <p>Officers use internal tick sheet to ensure that they address relevant issues</p> <p>These options are available and offered within the SCI</p> <p>Planning officers weigh up the pros and cons of developments together with the views received as a result of consultations and come to a balanced opinion on that basis. This view is reported and a decision made either under delegated powers or if referred to committee, by elected members</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>

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		<p>Para 6.3, page 23 should be re-written to include support as well as objection.</p> <p>There should be a definition of 'minor applications'</p>	<p>A definition of major development is given in appendix 2. All other developments are therefore minor and as this is implied, there is no need to include a specific definition</p>	<p>This has been done</p> <p>None</p>
Beth Gardner	Warwickshire Wildlife Trust	<p>Bring Appendix 1 up to date – English Nature is now Natural England</p> <p>Omit references in Appendix 2 to area outside Warwick District</p> <p>Include Conservation of the Natural Environment in question 13</p>	<p>The questionnaire was based on the likely subjects for examination and document production in the next three years so this was not a subject that was included at this stage. The consultation period involving the questionnaire has now ended so there would be no point in adding the subject at this stage</p>	<p>This has been done</p> <p>This has been done</p> <p>None</p>

