

APPENDIX A
TESTS OF SOUNDNESS

Examination of the soundness of the statement of community involvement

3.10 The purpose of the examination is to consider the soundness of the statement of community involvement. The presumption will be that the statement of community involvement is sound unless it is shown to be otherwise as a result of evidence considered at the examination. A hearing will only be necessary where one or more of those making representations wish to be heard (see Annex D). In assessing whether the statement of community involvement is sound, the inspector will determine whether the:

- i. local planning authority has complied with the minimum requirements for consultation as set out in Regulations;¹
- ii. local planning authority's strategy for community involvement links with other community involvement initiatives e.g. the community strategy;
- iii. statement identifies in general terms which local community groups and other bodies will be consulted;
- iv. statement identifies how the community and other bodies can be involved in a timely and accessible manner;
- v. methods of consultation to be employed are suitable for the intended audience and for the different stages in the preparation of local development documents;
- vi. resources are available to manage community involvement effectively;
- vii. statement shows how the results of community involvement will be fed into the preparation of development plan documents and supplementary planning documents;
- viii. authority has mechanisms for reviewing the statement of community involvement; and
- ix. statement clearly describes the planning authority's policy for consultation on planning applications.

From: Planning Policy Statement 12: Local Development Frameworks

¹ The Town and Country Planning (Local Development) (England) Regulations, 2004.

APPENDIX B
CORRESPONDENCE



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Andrew Brown
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(Policy & Strategy)
Bedfordshire County Council
County Hall, Cauldwell Street
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Our Ref: PINS/X0225/429/1

Date: 3 July 2006

BEDFORDSHIRE COUNTY COUNCIL - STATEMENT OF COMMUNITY INVOLVEMENT

Dear Mr Brown

As the appointed Inspector for your Authority's Statement of Community Involvement I am requesting comments from the Council on the following point in order to assist in assessing the soundness of Bedfordshire County Council's Statement of Community Involvement.

Before I can conclude my consideration of the soundness of the above SCI further information is needed in relation to two tests.

I note that Annex A defines the different sectors the Council refers too in the SCI. How will the Council engage with these sectors? I am particularly interested in what the Council will do to ensure Hard to Reach people or Groups are aware they have an opportunity to input into this process.

Further information is needed on how the results of the Community involvement will be fed into the preparation of Development Plan Documents and Supplementary Planning Documents as this is not fully addressed within the SCI. When considering this issue thought should be given as to how feedback from the Community will influence the above documents.

You will also need to amend the section 7.2 to incorporate how the SCI will be included within the Annual Monitoring Report.

These answers are to assist in the production of a binding report. Once you have submitted your response to these questions, the report will be produced as quickly as possible. Please reply to Mark Billing whose details are given above.



Thank you for your assistance in this matter. If you wish to discuss the content of this letter further please do not hesitate to contact Mr Billing.

Yours sincerely,

Keith Holland

Keith Holland BA(Hons) Dip TP MRTPI ARICS



Bedfordshire
county council

your reference PINS/x0225/429/1
our reference PINS/SCI
please ask for Charlotte Morbey
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date 3rd July 2006

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Dear Mr Billing

Bedfordshire County Council - Statement of Community Involvement

Following your email received on 3rd July 2006, I am responding on behalf of Andrew Brown.

In relation to your question regarding Annex A and how the Council will engage with the different sectors, we will be using any of the methods that are set out in Annex C that seem appropriate for the consultation exercise we are undertaking at that time. For example the Minerals DPD consultation in relation to a "community of place" group may mean we may use a mixture of leaflets, exhibitions and public meetings.

In the case of Hard to Reach people or groups as stated in Section 3.3 of the Submitted Draft we will tailor our processes in order to reduce barriers. For example:

- Commuters – using internet based methods to enable 24 hour access for giving comments and receiving feedback
- Non English Speakers – all documents will contain a multilingual introduction and links to interpretation support if required. We will also plan specific community outreach processes where necessary
- Disabled – working through existing groups and always ensuring that venues for meetings etc are accessible to all
- Younger adults – planning specific meetings and comment opportunities where justified and generally targeting engagement through schools, colleges and groups.

In all our participation processes we will ensure that we comply with relevant legislation, such as Race Relations (Amendment) Act 2000 and the Disability Discrimination Act 1995.

In response to your question relating to how we will deal with the responses we gain from the community engagement, we will be following the Town and Country Planning (Local Development) (England) Regulations 2004 and using Creating Local Development Frameworks: A Companion Guide to PPS12 in the preparation of our DPD's. For example, when analysing the representations to the Preferred Options for the DPD's, as required by the above mentioned Regulation 27, we will consider each representation, in particular:

- The weight of support and objection to the preferred options and proposed alternatives;
- Implications for the integrity of the development plan documents spatial vision and spatial objectives;
- Implications for the findings of the sustainability appraisal
- Suggestions for rethinking particular options; and
- How they relate to the time and resources anticipated to produce the submission development plan document.

We will then write a response to each representation explaining how we have dealt with it and how it will affect the policies in the submission development plan document. We will use the sustainability appraisal to assess the representations, if necessary meet with those that made representations and then write a report setting out each representation and our responses for the public to view. This report will be on – line and available in paper format.

We are using consultation database computer software that contains all the information set out in the above mentioned Companion Guide Section 8c. This will contain all the responses received though all the consultation relating to the preparation of the Minerals and Waste DPD's and our responses. From the Issues and Options through to Adoption. This database is on line and any of the information within it can be provided in paper format if required.

Lastly your letter says that we will need to amend the Section 7.2 to incorporate how the SCI will be included within the Annual Monitoring Report (AMR).

In our future AMRs we will have indicators to enable the monitoring and review of the SCI.

These will include:

- The recording of the number of complaints regarding our SCI
- The monitoring of how many people were consulted during the AMR year and how many responded, and for which development document.
- A breakdown of the groups that responded i.e. Statutory Body, Local organisation, NGO etc.
- A summary of the consultation techniques used.

I hope this letter answers your questions but if you have any further questions please do not hesitate to get in touch.

Many Thanks

Charlotte Morbey
 Planning Officer (Policy and Strategy)



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Our Ref: PINS/X0225/429/1

Date: 6 July 2006

BEDFORDSHIRE COUNTY COUNCIL - STATEMENT OF COMMUNITY INVOLVEMENT

Dear Mr Brown

I am writing further to my letter of the 3 July and your response supplied by Charlotte Morbey. I am requesting comments from the Council on the following points in order to assist in assessing the soundness of Bedfordshire County Council's Statement of Community Involvement.

The submission SCI does not deal with the issue of alternate site consultations if the DPD is concerned with allocations of land (see regulations 32 & 33). Could the Council please provide text that deals with this issue for insertion into Table 1 Stage 3 after 'Submission' and also into Table 3 after 'Examination 1'?

Can the Council also provide a document that separately lists the proposed changes referred to in the SCI submission draft that has already been supplied?

Thank you for your assistance in this matter. If you wish to discuss the content of this letter further please do not hesitate to contact Mr Billing whose contact details are supplied above.

Yours sincerely,

Keith Holland

Keith Holland BA(Hons) Dip TP MRTPI ARICS





Bedfordshire
county council

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our reference PINS/SCI
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date 17th July 2006

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Dear Mr Billing

Bedfordshire County Council - Statement of Community Involvement

Following your letter dated 6th July 2006
For insertion into Table 1 stage 3 after submission I suggest:

MDPD Alternative Site Consultation Stage

“If we receive site specific representations at this time relating to land not identified in the Minerals and Waste Development Framework (called omission sites), they will be subject to a second round of consultation following the end of the initial six week period. This will also be for a six week period, of which all interested parties will be notified by.* ”

The text below to appear after the table. This will highlight the relevance of SEA/SA:

“ * The proposers of alternative sites at this stage should have carried out strategic environmental assessment and sustainability appraisal to demonstrate how their proposed sites are more appropriate and sustainable than ones currently included in the plan.”

For insertion into Table 3 after “Examination 1”:

DPD Production Stage	SA/SEA Stage	Who will be consulted	Consultation method and reasons for choice
Examination Alternative Site Proposals	Stage E Submission **	All specific consultation bodies. All other consultees on our contacts database.	<ul style="list-style-type: none"> • Formal consultation period of 6 weeks • All specific consultees and other consultees on our database will be notified. • Formal notification published in local papers • Paper copies will be available at Council offices and libraries. • All documents will be posted on internet with feedback mechanism.
Examination Alternative Site Proposals Documentation	Submission	All specific consultation bodies and other parties engaged in earlier stages	<ul style="list-style-type: none"> • Report of all responses to Alternative Site Proposals • Notification to interested parties previously engaged • Publication on the internet.

*** It is to be highlighted at stage in the DPD Site Allocation Plan production the proposers of alternative sites should have carried out strategic environmental assessment and sustainability appraisal to demonstrate how their proposed sites are more appropriate and sustainable than ones currently included in the plan.”

If you have any further questions please do not hesitate to get in contact.

Many Thanks

Charlotte Morbey
Planning Officer (Policy and Strategy)

APPENDIX C
PROPOSED CHANGES

**List of proposed SCI changes in response to submission consultation
(Prepared in response to PINS letter of 6 July 2006)**

Sub draft SCI Page ref	Change	Reason
Cover page	Delete "Submission draft"	The document is no longer in draft format
Page 2	<p>Delete whole section <i>"How to comment on Statement of Community Involvement submission draft"</i></p> <p>Replace with text: <i>"The Statement of Community Involvement (SCI) can be viewed and downloaded from the County Council website www.bedfordshire.gov.uk, following the links to "Environment" > "Minerals and Waste Policy and Planning" > "Bedfordshire and Luton Minerals and Waste Development Framework". There is also a "Statement of Pre-Submission Consultation", which sets out how we have involved people in preparation of this SCI.</i></p> <p><i>Paper copies of the SCI are available at County Hall, Bedford and all main libraries in Bedfordshire. Further copies can be obtained by calling us on tel. 01234 228738 or e-mailing to MWPlans@Bedsc.gov.uk."</i></p> <p>[Accessibility information page to be added:</p> <p><i>"This document is part of the Minerals and Waste Development Framework for Bedfordshire and Luton. If you need help interpreting this document, please write your name, address and telephone number in the box below, together with the language that you need, and send it back to the address at the bottom of the page. We will then contact you to arrange help with interpretation."</i></p> <p>Above to be reproduced in Albanian, Arabic, Bengali, Croatian, Farsi, Gujarati, Italian, Punjabi and Urdu languages.</p> <p>Also add in large type: <i>"If you require a</i></p>	The document is no longer in draft format

	<i>large print or Braille copy, please contact Charlotte Morbey on 01234 228738” (English only)]</i>	
Annex D, page 35	Add entry for consultation with EERA on applications for EIA development. <i>“<u>East of England Regional Assembly (EERA)</u> Will be consulted on all applications which are accompanied by an Environmental Impact Assessment.”</i>	Response to sub SCI rep TF-02.
Annex D, page 35	Modify entry for EEDA to include consultation on applications for EIA development, by addition to final sentence: “..., and/or which are accompanied by an Environmental Impact Assessment.”	Consequential to sub SCI rep TF-02 (the criteria for EERA consultation also applies to EEDA).
Annex D, page 35	Modify entry for Network Rail to add criterion for notification of MW development proposals within 250 metres of railway property. New second sentence: <i>“Will be notified of any minerals or waste proposals within 250 metres of railway property.”</i>	Response to sub SCI rep TF-16
Annex D, page 36: entry for English Nature	Add sentence at end of paragraph: <i>“We will also consult English Nature on any application which may affect a SSSI which is not within or adjacent to the application site.”</i>	Response to sub SCI rep TF-01.
Annex D, page 38	Add entry for consultation with Chilterns Conservation Board: <i>“<u>Chilterns Conservation Board</u> Will be consulted on any major applications within the Chilterns AONB and any major applications elsewhere which could have a detrimental effect on the AONB.”</i>	Response to sub SCI rep TF-10
Annex D, page 38	Add entry for notification of RIGS Panel on planning applications: <i>“<u>Bedfordshire and Luton Geology Group (RIGS Panel)</u> The Regionally Important Geological and Geomorphological Sites (RIGS) Panel will be notified of all planning applications for new mineral extraction and on any proposals which may affect an approved restoration scheme at a minerals extraction site.”</i>	Response to sub SCI rep TF-9

Annex G Page 55	Add Hulcote & Salford Parish Council to consultee list.	Response to sub SCI rep TF-17
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