

SCI Pre-Submission Participation Responses

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Allison Homes Eastern Ltd. (Smith Stuart Reynolds)	Refer to developers/agents in bold bullets on page 7. Also the appendix on consultation methods would be clearer if the SCI & DPD's were dealt with separately.	Changes have been made to the main text of the document to include developers/agents in the list of key groups to be consulted. (paragraph 9.3, no longer page 7) Consultation methods have been made clearer through the inclusion of separate tables for general consultation methods (paragraph 10.3), summaries of community involvement in DPD's & SPD's (appendices 4 & 5 respectively) and a clearer timetable for SCI involvement (paragraph 3.3).
Barton Willmore	Land owners should be included in the consultation.	Numerous landowners are included on the LDF database. However, changes have been made within the main text of the document under paragraph 9.3 in order to make the inclusion of landowners explicitly clear.
Bourne Town Council	Little direct involvement of the public at large should be addressed.	One of the main aims of the SCI is to increase involvement of the public at large by providing details on ways & means of doing so.
Bourne Town Council	Targeted mailshots to most impacted residents be it street, town/area.	The council's newspaper 'SKToday' goes out to every household in the district & it is intended to use this publication to circulate information. In relation to planning applications occupiers of premises most likely to be affected are notified individually by letter, as detailed in the SCI under paragraph 12.6.
Bourne Town Council	Readable effective & unbiased information needs to be provided for effective consultation to succeed in its objectives.	The council believes that the SCI provides readable, effective & unbiased information.
Brown & Co	Page 11, point 4; In the 3rd bullet point under 1.2 the word 'from' should be changed to 'on'	This wording has been changed. (Now on paragraph 4.4)

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Brown & Co	Generally we would also make the observation that in other areas Planning Forums have been established. These meet regularly & secure interaction between Committee Members, Planning Officers & Developers/Agents. This helps ensure positive dialogue is produced to ensure deliverability & sound positive development. It also helps the Council gauge how the Planning Department is performing & helps identify problems in the system which could be ironed out. It should produce positive feedback which would help to improve the service provided.	Planning forums with various interested parties/groups will be established to consider specific issues at particular times. This was stated in the draft SCI on page 7 under 'how we consult & communicate'. However, this has been made clearer in the SCI through the insertion of a table on consultation & involvement methods under paragraph 10.3.
Brown & Co	Page 28; We suggest this needs expanding because it does not really indicate the situations when consultation is to take place. It might be appropriate in some situations to consult with others particularly Parish Councils & local government groups where there are reserved issues & should they not be consulted over other more sensitive applications including telecommunications masts? The statement as drafted does not really indicate what consultations with the community actually take place.	The timescale set down by government for dealing with prior approvals does not allow for an expanded consultation process on these applications.
Brown & Co	Page 26, point 2.2; We feel further clarification should be given on how the public can interact with committee members to make their views known. Applicants & others need to be able to express their views on relevant issues & also to ensure that Officers do present a full picture the Planning Committee. A point which is made later in the report should be mentioned here is that one or more committee members should be in a position to be able to ensure that an application which is taken before the Planning Committee. This will ensure that a democratic decision is taken by those entrusted with appraising applications submitted. Whilst we accept there is a need in certain situations for delegated powers (to save committee time), there must be a means by which committee members & others can seek determination by the full planning committee to ensure a fair hearing. This is the only opportunity which members of the public & the applicant have of amplifying their case & answering questions on issues which may need clarification.	Information has been added under paragraph 22.3 to explain further how the public can interact with members. There is a 6 month trial at present enabling the planning committee member for the ward in which an application lies to request that it be presented before the full planning committee.

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Brown & Co	Page 22; Consideration should be given to adding to the list of consultees, the Royal Institution of Chartered Surveyors who represent the Agents locality & also the National Federation of Housebuilders.	These organisations have been added to the LDF database.
Brown & Co	Page 20; Other statements we have seen actually include pages for each individual step of the process. These indicate the purpose of the document, those to be consulted, how the process will be evaluated & the timetable. If produced these would also be a useful framework for regular updates on the Council's website.	A timetable and individual pages for each Local Development Document are included within the Local Development Scheme and as such not included within the SCI. Further clarification has been added in relation to different LDD's however under section 8, 'What will the community be consulted on?'
Brown & Co	Page 16; The box in the top right hand corner is not complete . Should the top box which refers to key land use issues not also refer to site promotion. Is this not the point at which where specific site allocations are being considered, members of the public, Developers & Agents should put forward their clients proposals? We feel this should be encouraged at this point & the position made clear rather than later in the procedure. Alternative sites should have been considered earlier in the process when formulating the submission documents.	This table has been removed and replaced by Appendix 4 to give greater clarity.
Brown & Co	Generally we would make the comment in relation to 1.2 that thought needs to be given to the website & we suggest that a separate division is created under 'Planning' for all documents & matters relating to the LDF process. There should be a new section & a timetable which is updated to give an easy point of reference for interested parties. All related documentation should be focused on one section on the website which is easily obtainable & identified.	Improvements & alterations to the website are being addressed as part of an ongoing review of the planning pages of the SKDC website.
Brown & Co	Page 8, point 9; Is this complete? It finishes after the word 'conduct' without a full stop.	This has been changed.(now paragraph 22.3)
Brown & Co	Page 6, points 7-9; We would suggest that the reasons for the consultation should be extended to add: Gauging public reaction, Secure interaction with Developers & Landowners to ensure expedient & deliverable development.	The point relating to 'Gauging public reaction' has been added to the SCI. However, whilst we will endeavour to ensure expedient & deliverable development through interaction with developers & landowners, this is not a specific purpose of consultation itself.

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Brown & Co	Page 6, point 5; We would suggest this should be reworded to read: respond promptly & actively to Regional & National Policy.	The Council will always attempt to respond promptly & actively to Regional & National Policy. However, it may not always be possible to marry up timeframes for the preparation of Regional, National & Local documents and thus for the Council to respond as promptly as it would like to.
Brown & Co	Page 3, point 2; It would be appropriate to mention Developers & Agents at this stage.	The reference to specific sections of the community has been deleted from this point. However, developers/agents have been included in the list of key groups to be consulted (paragraph 9.3).
Brown & Co	Page 14, point 2; Further details of the LAA's should be published on the planning section of the website so people can establish who is on the assemblies & when they meet. It would also be expedient for the minutes of those meetings to be published on the website to make sure the 'community' have access to this information & to establish the purpose of these assemblies. It would also give a reference point in case people have comments they wish to make in relation to the matters under discussion & to prompt debate on other issues.	Details of the local area assemblies are available on the council's website including information on how to make comments/get involved. As part of an ongoing review of the planning pages on the council's website, links with the LAA pages will be addressed.
Brown & Co	Page 8, point 8; In the first bullet point under the role of Elected Officers can we suggest an emphasis is also placed on the need to stimulate development in the public interest. A more proactive rather than a restrictive emphasis should be placed on the role of the planning system. Planning is there to control but also to help produce sustainable development which will be in the public interest.	It is agreed that the planning system is there to stimulate development as well as control. This point is raised in paragraph 2.1 under 'What is the LDF' where it is explained that the LDF will provide the planning policy framework for promoting & controlling development. However, the bullet point questioned is only making a point in relation to conduct of elected members & saying that 'one' of the purposes of the planning system is to control development. It is not dealing with the overall role of the planning system.
Brown & Co	Page 7, point 7; After the word 'tenants' please explain or amend the word 'compacts'- is this correct? We would also recommend that Agents & Developers are added to this list.	Tenants compacts is correct and describes a participation agreement between the council and its tenants. This point has been deleted. However, both tenants compacts and developers/agents have been included in the list of key groups to be consulted. (paragraph 9.3)
Carlton Scroop & Normanton -on-Cliffe Parish Council	Email planning applications for Parish Council representations rather than send them by post.	Parish Councils can receive planning applications via email on request. This point has been included in the SCI under paragraph 12.1.

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Carter Jonas	Rural areas are at risk of decline if they are to be mothballed. No development will lead to no future.	These issues fall outside the remit of the SCI. They will be considered under the relevant DPD's, namely the Core Strategy & the Housing & Economic Development DPD's.
Claypole Parish Council	Parish Councils typically meet on a monthly basis which conflicts with planning cycles. Are those targets immoveable or can there be some flexibility so that timings of meetings are appropriate.	Targets set down for SKDC to meet in relation to the determination of planning applications are set down by the ODPM. Government advice on good practice contained in Circular 15/92 states that, the government has set local authorities a target of determining 80% of planning applications within 8 weeks. Authorities are asked to ensure that their obligations to publicise applications do not jeopardize this timetable. The council has in excess of 84 Parish/Town Councils within its boundaries & given the above targets, timings are unfortunately not flexible to fit in with individual parish meeting cycles.
Claypole Parish Council	The draft clearly sets out the Council's intentions & good techniques are described, but success will depend upon implementation.	Noted.
Claypole Parish Council	Given the move to more e-government would it be possible to subscribe in some way to having all or some of the applications emailed out to parish clerks or whoever subscribes. Could electronic copies of all applications be made available say in PDF format.	Parish Councils can receive planning applications via email on request. This point has been included in the SCI under paragraph 12.1. Electronic copies of all planning applications are available online at http://www.grantham-online.co.uk/planning . This has been clarified in the SCI under paragraph 12.5.
Claypole Parish Council	The Parish Councils are obliged to hold an annual parish meeting and one suggestion would be to have that meeting attended by SKDC.	Planning officers are willing to attend parish meetings where appropriate, as set down in the SCI under paragraph 21.2.
Claypole Parish Council	We regularly receive complaints by property owners adjacent to planning applications who say that they are not aware of proposals until it is too late. Suggest that as Claypole is very close to Newark & as residents often take the Newark Advertiser rather than the Grantham Journal that the advertiser be included in the publications to receive notification (villages between Grantham & Newark would probably be sufficient)	This would have significant cost implications for the Council which are being investigated.
Clifford S Hirst	We do not see enough promotion for industry in the district (particularly Bourne). We need a large area of industry available to provide for the new housing owners. There is no comparison between Bourne & Spalding/Pinchbeck in South Holland.	This issue falls outside the remit of the SCI. It will be considered under the relevant DPD's, namely the Core Strategy & the Housing & Economic Development DPD's.

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Clifford S Hirst	Civic Society, Highways Agency, English Heritage, Archaeology Groups, AWA (Flooding)	These organisations were already/have been added to the LDF database.
Cllr GCR Chivers	Scouts, Guides, Cadet Forces	These organisations were consulted as part of the SCI pre-submission consultation through Voluntary Action Kesteven. Those that have requested to be involved have been included on the LDF database.
Cllr GCR Chivers	Use of local radio, Lincs FM, Gravity etc.	The Council will prepare press releases for local media including local radio where appropriate.
Cllr J Smith	The notification of neighbours & parish councils of amended plans. There is a lack of opportunity for additional comment on items for which delegation takes place. Is it possible for the interested parties to be informed of the delegation and if they have any further comments.	Parish Councils & neighbours are re-notified of significant amendments to planning applications as detailed under paragraphs 13.4 & 5. However, there is no statutory obligation on local planning authorities to publicise changes to applications once they are accepted as valid and the government state in Circular 15/92 that it will be at the discretion of the local planning authority to decide whether further publicity is desirable taking into account whether the proposed changes are significant. Time constraints also necessitate that the Council minimises re-consultation on minor amendments. The government has set local authorities a target of determining 80% of planning applications within 8 weeks and authorities are asked to ensure that their obligations to publicise applications do not jeopardize this timetable. All neighbours & parish councils have the opportunity to comment on delegated applications.
Cllr John Nicholson	Has the temporary absence of a householder been taken into account appropriately? Twenty-one days is not very long even for a 'normal' owner who is on holiday & very short for a 'second-homer'. Perhaps all should be advised always to leave a forwarding address if going away for more than two weeks, if the response time has to be 21 days?	21 days is the statutory time period required for notice of a planning application given by a Local Authority before that Authority can determine the application. Government advice on good practice contained in Circular 15/92 states that, The government has set local authorities a target of determining 80% of planning applications within 8 weeks. Authorities are asked to ensure that their obligations to publicise applications do not jeopardize this timetable. The authority has no control over the issue of forwarding addresses & does not feel it is appropriate to intervene in this matter.

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Cllr John Nicholson	Page 27; Does the document give enough guidance on a definition of 'significant'? Presumably, altering the size or height of dwellings would not be, but what about type or colour of brick/other materials- would that be significant. A body of precedents to which an applicant could refer might be useful.	It is not always possible to give a precise definition since there are so many variables that giving specific details would mean some cases would be left out & inappropriate actions would be taken on others.
Cllr John Nicholson	Page 35; Is not 'loss of view' sometimes relevant? That is loss of view to the general public, rather than to a nearby house?	The list of material & non-material considerations contained within Appendix 7 contains examples of possible considerations & is not intended to be exhaustive. Material considerations may vary depending upon the application nature & site.
Cllr John Nicholson	A number of minor typing errors.	These have been amended.
Cllr John Nicholson	Page 27; Should an 'Officer's' decision also be published somewhere on the website.	All decisions can be viewed online at http://www.grantham-online.co.uk/planning . A statement to this effect has been incorporated within the SCI under paragraph 15.1.
Cllr P Martin-Mayhew	Parish Councils could be informed on who their particular officer is (email & phone). Could we have a list of explanations for abbreviations , DPD's, LDF, SCI etc. on a separate sheet for reference when lay people are reading. This is a simplistic document. Is it produced in other elements such as blind versions etc.	Each parish is covered by more than one planning officer. However, parishes may contact the council to establish who their development control case officers are. A separate list of Key Abbreviations has been incorporated into the SCI. The council can provide document enhancement for the visually impaired or translation from English on request.
Cllr P Martin-Mayhew	P12 1.4 Could we include LAA's in the suggested list.	LAA's have been included in the list of key groups to be consulted. (paragraph 9.3, no longer page 12, 1.4)
Colsterworth Parish Council	Consultation is only worthwhile if the consultees are au fait with planning regulations. Draw up a development plan for each location and leave it up to the planning officers to interpret and implement the plan. Exclude the planning & development committee.	It is a requirement of the new Planning & Compulsory Purchase Act 2004 that the public be consulted & involved as widely as possible. This will have many benefits as set down in the SCI. Training will be provided for key groups to ensure familiarity with the planning system.
Colsterworth Parish Council	The involvement should be in drawing up a community development plan.	Where parishes have prepared Parish Plans/ Village Design Statements these will be welcomed as an additional source of information about local character & needs to feed into the LDF consultation process.
Colsterworth Parish Council	It is not practical to consult all parties meaningfully.	Not all parties will be consulted on all issues/documents. Consultation will be targeted with relevant parties from the consultee lists consulted/involved for specific documents.

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Countryside Agency	1.3 We welcome the recognition given to the role of East Midlands Planning Aid service who are actively working to help breakdown barriers to greater understanding of the planning system by providing valuable free advice to people who find themselves involved in the planning process.	Noted.
Countryside Agency	1.5 Reporting back- we welcome the councils commitment to reporting back to those making comments how & where their comments have helped to influence decision making. Similarly the document should include a section on monitoring & review as this is a crucially important aspect of community consultation & participation, particularly assessing what technique worked well in what situation & what might work better next time.	Noted. A section on reviewing the SCI is included.
Countryside Agency	Page 8 The Role of Elected Members- We support the recognition given to the crucial role that councillors can play in the planning process for helping to stimulate community & stakeholder engagement.	Support noted.
Countryside Agency	1.1 The statement should include a commitment by the council early in the document that it will undertake extensive consultation that exceeds the statutory consultation requirements contained in the SCI preparation guidance.	A commitment has been included by the Council under paragraph 9.2 to exceeding the statutory minimum consultation requirements.

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Countryside Agency	The draft systematically sets out its intended approach towards community involvement & whilst the approaches identified in the document to increase community consultation are well structured, the countryside agency is concerned that the techniques suggested on their own will not be sufficient to achieve the proactive step change in community participation that the government wishes to see achieved. Page 7- How we consult & communicate recognises that increased consultation & engagement will require a range of different methods in order to reach the community & stakeholder. We would therefore encourage you to use & promote a range of community planning tools that the agency has developed. In doing so the trust & intent of the statement could be considerably strengthened. The Countryside Agency has helped to develop a number of planning tools to help raise the overall standard of development & to increase community engagement; Parish Plans, Village/Town Design Statements, Concept Statements, Market Town Healthcheck, Quality of Life Assessment & Planning for Real.	Parish Plans/ Village Design Statements will be welcomed as an additional source of information about local character & needs to feed into the LDF consultation process. A paragraph has been added to this effect. (paragraph 9.8) However, whilst the Council takes on board the comments in relation to other additional consultation methods, an important part of the SCI is to be realistic within the resources available. The Council will endeavor to go beyond what is set down in the SCI, but the community involvement set down needs to be achievable.
Deeping St James Parish Council	The new website makes access to planning matters much easier - the weekly decision list is a big help. It is difficult to locate in the minutes particular applications and reasons for supporting/refusing.	Improvements & alterations to the web site are being addressed as part of an ongoing review of the planning pages of the SKDC web site.
Earlsfield Compact	Feel that 3 minutes is not enough time to put a point across at committee. There is no restriction on councillors. That doesn't sound like community involvement.	In order to ensure that committee meetings remain viable a restriction on the time for which people are allowed to speak is necessary. However, public speaking at committee is only one of a number of ways in which the public can be involved in the planning process as detailed in the SCI.
English Heritage	Endorses the value of wider community involvement. With regard to this wider engagement, the statutory & non governmental organisations that the agencies recommend are included in the planning process are; CABE, Ancient Monuments Society, Council for British Archaeology, Society for the Protection of Ancient Buildings, The Georgian Group, The Victorian Society, The Twentieth Century Society, Garden History Society, The National Trust, Local Civic/ Amenity Society, Local Building Preservation Trust, Local Archaeological & Antiquarian Societies & local history societies.	These organisations were already/have been added to the LDF database.

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English Heritage	The Charter for English Heritage Advisory Services underlines the value & importance of pre-application discussion with English Heritage on proposals for major change or damage to nationally important heritage assets.	A section on pre-application community involvement by developers on major planning applications has been added under paragraph 23.1, including a specific reference to early consultation with key consultees.
Environment Agency	The agency supports the approach outlined in the SCI.	Support noted.
Fenton Parish Meeting	Improvements could be made by providing access to planning applications including plans & documents on the website. Also by responding to parish council's requests for information & acknowledging receipt of objections to planning applications (email would suffice) Fenton parish are pleased to see this review taking place & welcome the introduction of LAAs. We are concerned that the planning case officer may or may not include a whole submission by a parish on an application to the DC committee & believe this needs review.	Electronic copies of all planning applications are available online at http://www.grantham-online.co.uk/planning . This has been clarified in the SCI under paragraph 12.5. Requests for information receive a response, however, acknowledging receipt of all objections is not viable due to resource implications. Case officer summaries are provided to planning committee. However, all points detailed in a submission are always included.
Fenton Parish Meeting	Part 2 Pgh 2.1 by notifying adjacent parish councils where planning applications may impact on the parish	Adjacent parish councils are notified where planning applications are likely to have a significant impact of that parish.
GOEM	Though the draft SCI provides information on the types of community involvement the Council intends to undertake, the benefits, methods & resource implications of these types of involvement are not addressed.	This has been addressed through the addition of a table under paragraph 10.3 illustrating the methods, benefits & resource implications of the various types of community involvement.
GOEM	Reference should also be made to all Regulation 36 requirements in respect of DPD adoption.	This has been addressed through the inclusion of an appendix summarising community involvement in DPD's (appendix 4).
GOEM	Though the draft SCI refers to existing networks & community groups & local groups, it does not explicitly mention the voluntary sector.	Numerous voluntary groups are included on the LDF database. The Council has worked in conjunction with Voluntary Action Kesteven to ensure as many voluntary groups as possible have the opportunity to be involved in the LDF process. A paragraph to this effect has been added to the SCI under paragraph 9.6 and voluntary groups have also been added to the list of key groups to be consulted under paragraph 9.3 in order to make the inclusion of the voluntary sector explicitly clear

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GOEM	The draft SCI does not demonstrate an awareness of the make up, needs & interest of all the different groups in the council's area, together with their capacity to engage planning. Though pages 12 to 15 & 24 to 30 identify certain stakeholder groups, there is little information on the skills & interests of these groups.	The Council do not feel that it is appropriate to include details on the make up, needs & interests of all the different groups within the area. Given the large number of different groups & interests, it is felt that this would make the document unnecessarily lengthy.
GOEM	The draft ought to include a long list of the types of groups the council proposes to involve, perhaps as an appendix. An explanation of how this long list will be kept up to date should be added.	A long list showing the types of groups which the council proposes to involve has been added under appendix 3 & an explanation of this list & how it will be maintained is included in paragraphs 9.4 & 9.5.
GOEM	When an SPD is prepared, Regulation 17 of The Town and Country Planning (Local Development) (England) Regulations 2004 requires the local planning authority to prepare a statement setting out certain particulars with regard to the preparation of that SPD & send this statement, together with the SPD & details of the main issues raised on the latter, to bodies affected by the SPD &, as appropriate, general consultation bodies. Mention should be made of these matters in the draft SCI.	This has been addressed through the inclusion of an appendix summarising community involvement in SPD's (appendix 5).
GOEM	Reference should be made to Regulation 33 requirements in respect of site allocation representations.	This has been addressed through the inclusion of an appendix summarising community involvement in DPD's (appendix 4).
GOEM	Mention should be made of the requirements of Regulation 18 of the aforementioned Regulations. These relate to the consideration of representations on SPDs. To clearly explain to the community how representations will be dealt with, it would be helpful if the draft SCI could indicate what these requirements are & that SPDs may only be adopted after they have been met.	This has been addressed through the inclusion of an appendix summarising community involvement in SPD's (appendix 5).
GOEM	Consideration might be given to the use of consultation methods such as Planning for Real, citizen's panels & focus groups.	Whilst the Council takes on board the comments in relation to other additional consultation methods, an important part of the SCI is to be realistic within the resources available. The Council will endeavour to go beyond what is set down in the SCI, but the community involvement set down needs to be achievable.
GOEM	The draft SCI should also show how the results of community feedback will feed into the preparation of sustainability reports associated with LDD's.	A paragraph on Sustainability Appraisals has been included under point 8 (paragraph 8.2).

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GOEM	The draft SCI has not identified appropriate types & scales of involvement in relation to the type of development or the aims of the LDD in question.	A table has been added to the SCI under point 10.3 to indicate how types & scales of community involvement may apply to different types of LDD.
GOEM	It may be appropriate to explain how involvement will be undertaken for different subject issues e.g. housing.	The LDF will be a spatial plan with action plans produced on an area basis. As such, the council does not feel that it would be appropriate to tailor community engagement on the basis of subject issue.
GOEM	The draft SCI should explain how the principles of community involvement will apply to the different types of LDD.	A table has been added to the SCI under point 10.3 to indicate how consultation techniques may apply to different types of LDD.
GOEM	The draft SCI sets out how various parties will have opportunity to be consulted & make representations on formal proposals in respect of DPD's. Information on SPD's is also needed. The draft SCI should identify types of community involvement the Council intends to undertake in the preparation & revision of SPD's. At present, only DPD's are covered. Because no information is provided on SPD's, the draft SCI does not adequately demonstrate how parties will be able to get feedback & be informed about the progress & outcomes of LDD preparation. The SCI should clearly state how the Council will deal with representations & how you will report on what has changed as a result of community involvement. Mention might also be made of how methods of involvement to be employed in the preparation of SPD's will be relevant to the communities concerned.	This has been addressed through the inclusion of an appendix summarising community involvement in SPD's (appendix 5).
GOEM	The document does not elaborate on how those consulted during the preparation of local development documents will be able to take an active part in developing proposals or options or actively engage planning professionals.	This has been made clearer through the inclusion of appendices summarising community involvement in DPD's & SPD's (appendices 4 & 5 respectively).
GOEM	The draft SCI should provide a brief summary of the types of LDD's & sustainability appraisal reports that the council will produce & seek community involvement on.	A brief summary of the types of LDD's & sustainability appraisal reports has been included under point 8, paragraphs 8.1 & 8.2.
GOEM	The draft SCI does not appear to be clear about the different stages of involvement with information, consultation, participation & feedback.	This has been made clearer through the inclusion of appendices summarising community involvement in DPD's & SPD's (appendices 4 & 5 respectively).

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GOEM	It is noted that most of the Government Departments listed in Annex E2 of PPS12 have not been included in the list of consultation bodies on pages 22 & 23 of the draft SCI. If any of the departments not listed has a large landholding in the district it should be included in the list. Consideration might also be given to whether those bodies listed in Annex E3 of PPS 12, but not currently listed in the draft SCI, should be consulted during the preparation of local development documents.	Government departments with land holdings & consultation bodies listed in Annex E3 of PPS12 were included on LDF database. However, this has been made explicitly clear through their inclusion on the long list added under appendix 3.
GOEM	The draft SCI should also indicate that the handling of site allocation representations will meet Regulation 32 requirements, in respect of the publication of representations on the council's website, consultation with DPD bodies & advertisement in the local press.	This has been addressed through the inclusion of an appendix summarising community involvement in DPD's (appendix 4).
GOEM	Regulation 31 of the 2004 Regulations requires local planning authorities to carry out various tasks in respect of representations that do not relate to site allocation. The draft SCI should refer to these requirements.	This has been addressed through the inclusion of an appendix summarising community involvement in DPD's (appendix 4).
GOEM	Regulation 28 of the aforementioned Regulations stipulates that, when submitting a development plan document to the Secretary of State, the responsible local planning authority should also submit the related sustainability appraisal, a pre-submission consultation statement, relevant supporting documents, a notice of DPD matters & inspection location details. These matters should also be referred to in the draft SCI.	This has been addressed through the inclusion of an appendix summarising community involvement in DPD's (appendix 4).
GOEM	The draft SCI does not indicate that/how consultation techniques will be tailored to engage appropriate parts of the community at various stages in the plan making process.	A table has been added to the SCI under point 10.3 to indicate how consultation techniques may be tailored to engage appropriate parts of the community at various stages in the plan making process and also through the addition of appendices 4 & 5 which provide summaries of community involvement in DPD's & SPD's.
Grantham Town Centre Residents Group	It is important that information & details of applications are available to the public. We welcome & applaud SKDC's efforts to include detailed information & plans on the website. However, we would ask that this is easier to access by including very clear links on the homepage.	Noted. Potential improvements & alterations to the planning pages on the SKDC web site are being reviewed at present.

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Grantham Town Centre Residents Group	We would recommend that training workshops are arranged for stakeholders & community leaders that explain & inform about the process.	A training seminar to which all Parish/Town Councils were invited was held in June. Further training seminars will be organised for key stakeholders & target groups as appropriate throughout the process.
Grantham Town Centre Residents Group	We welcome the willingness of planning officers to attend public & residents association meetings.	Noted.
Grantham Town Centre Residents Group	People should be able to sign up for email updates of planning applications that are submitted.	Electronic copies of all planning applications are available online at http://www.grantham-online.co.uk/planning . This has been clarified in the SCI under paragraph 12.5.
Grantham Town Centre Residents Group	There should be an email newsletter available to subscribe via the website which keeps people up to date about developments & how new legislation may impact on the plans.	Those interested parties on the LDF database who have provided email addresses will be emailed at appropriate key stages in the development of LDF documents. All documents will be available electronically on the Council's website www.southkesteven.gov.uk .
Grantham Town Centre Residents Group	We would recommend that key planning policy issues are submitted to regular town 'futures forum'. These are open meetings that allow discussion & exploration of issues on planning but also wider matters of regeneration & environmental impact. The forums could also be extended to include discussion on the web site through on-line portals. Outcomes of these meetings should be fed into the formal process & serious consideration given to how they can be integrated into planning policy.	Forums will be held at points through the LDF process for key stakeholders & target groups as appropriate. These will not specifically be town 'futures forums' although will cover a variety of planning issues including those surrounding Grantham and outcomes will be fed into the formulation of planning policies. The Council has previously hosted online portals. However, these were found to be unsuccessful and difficult to police and mediate.
Grantham Town Centre Residents Group	The LAA's are described as 'an important vehicle for community involvement in the LDF process' However, as they are currently organised they actually work against community involvement by limiting public questions to be handed in before the start of the meeting. As they are meeting only twice yearly with deferments this means that they are ineffective. In particular, they are not objective/target driven & have to be thoroughly reformed before they can be relied on so heavily.	The LAA's are in their early stages & will be developed . They are an important vehicle for community involvement. However, the LAA's are only one of a number of existing organisations to be used in the community involvement process & as such are appropriate for inclusion in the SCI.
Grantham Town Centre Residents Group	Section 1 (1.4), section 2 (2.2 to 2.9) & the 'public speaking at committee for planning applications all refer to consultation with Parish/Town councils' & councilors. Grantham doesn't have a town council & therefore this places it at a considerable disadvantage. What mechanisms will be used to ensure that a plurality of representation is included in the process for Grantham?	Other groups including Grantham Charter Trustees, Grantham Town Centre Management Partnership, Grantham Civic Society, Grantham Chamber of Commerce & yourselves are on the LDF consultation database. Grantham is therefore well represented & will not be disadvantaged in the consultation process.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Grantham Town Centre Residents Group	We would ask that an explanation of how planning criteria is developed and applied is explained. We believe that this should be open to democratic review & inquiry by the Futures Forum we outlined earlier. This could be included on the website & also in council publications. This should also be included in training for stakeholders. Planning criteria should be reviewed annually & approved by Council. The meeting that does this should be well profiled. Planning decisions should be coherent & consistent & take full account of wider social & environmental impact. Criteria that are developed through the processes we have outlined will ensure accountability.	We assume that by planning criteria you mean planning policies. This is what the Local Development Framework is all about. The process to be followed is set down for the Council by the government. It is not possible due to requirements within the statutory process to update the LDF every year. However, planning policies aim to take account of wider social & environmental impacts & are assessed through a sustainability appraisal process as set down under paragraph 8.2 of the SCI.
Hougham on the Hill Parish Council	Part 2 Development Control 1. Planning Notices should state clearly the exact nature of the planning application, so as not to mislead the public. 2. Certain contentious planning applications should be sent to all parishes affected by the application.	Planning application descriptions on site notices are intended to describe the exact nature of the development proposed. Adjacent parish councils are notified where planning applications are likely to have a significant impact of that parish.
Jenny Young	Please could you omit referring to the community archaeologist & replace with planning archaeologist.	This wording has been amended.
John Anderson	All this seems fine but I believe that more time should be spent on planning. Planners should have ideas, we should not rely on consulting too much, far better to have early suggestions of the development framework ready to go out with the first approach to the community. It is easy to make a research program out of a public participation timetable. Much more skillful to produce good ideas, and from personal experience it is better to go public with a scheme or two alternatives. Just explaining how the public can be involved is dull & will put off people who will then think they are wasting their time at the next consultation round. Bring the development ideas forward by twelve months.	Within the changes to the development plan system which have been introduced by the government through the new Planning & Compulsory Purchase Act 2004, it is the governments intention that local authorities should increase consultation & community involvement. Under the new act the Council has a legal requirement to produce an SCI which will form part of a new Local Development Framework & is one of the first steps towards updating the development plan as soon as possible. Due to the requirements set down for various consultation stages and the limited resources available to the planning department, the LDS sets down the shortest feasible timeframe in which the council can produce a reviewed policy framework.
John Dickie Associates	It is imperative that all documents at all times are accessible on the web site	It is the Council's intention that all planning documents are accessible on the website at the appropriate times.
John Martin & Associates	The development industry - agents representing landowners in the area	The development industry including agents & landowners are well represented on the LDF database. However, changes have been made within the main text of the document under paragraph 9.3 in order to make their inclusion in the process explicitly clear.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
John Martin & Associates	Round table discussions on specific topic areas	Forums will be held at points through the LDF process for key stakeholders & target groups as appropriate. These will allow for an element of 'round table' discussion on various topic areas.
Lenton, Keisby, Hanby & Osgodby Parish Council	The Parish Council particularly welcomes the intention to reach minority groups in the process.	Noted.
Lenton, Keisby, Hanby & Osgodby Parish Council	This is a sound policy document expressing the intention to consult as widely as possible on planning issues. What is also important is the monitoring on a regular basis of the policy documents implementation.	Noted.
Lenton, Keisby, Hanby & Osgodby Parish Council	The document seems very comprehensive.	Support noted.
Lenton, Keisby, Hanby & Osgodby Parish Council	The policy document is of a high standard. Implementation is equally important.	Noted.
Lincolnshire County Council Highway Authority	Any formal consultation with the County Council should allow sufficient time for members of the County Council to consider the matter.	Statutory formal consultation periods are 6 weeks long which should allow sufficient time for consideration by county council members.
Lincolnshire Police	How the council intends to engage older people & other disadvantaged groups could be more clearly defined. Access to newspapers/internet may not be available.	Hard to reach groups will be involved through national & local bodies representing them which have been identified on the consultation database and also through the Council's Multicultural Consultation Forum. This has been clarified within the SCI under paragraphs 9.12 & 9.13. The Council is continuing to produce & distribute paper versions of all documents. Alongside using electronic methods & press releases, the council is continuing to produce & distribute paper versions of documents including the use of the Council's newsletter 'SKToday' which goes out to every household in the district to ensure that no one in the community is excluded.
Lincolnshire Police	Lincolnshire Police, Sheltered Housing Accommodation	These groups have been included within the LDF consultation database.
Marston Parish Council	Email planning applications for Parish Council representation rather than post.	It is not feasible to email all planning applications to Parish Councils rather than posting since not all parish councils have the facility to receive/view email applications. However, Parish Councils can receive planning applications via email on request. This point has been included in the SCI under paragraph 12.1.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Mr GM Brookes Baker	Unfortunately in plain speaking the draft's issues are very pretty and well published but to persons interested in specifics it is not worth the paper it is written on or the time and effort collating prior to print.	The Council do not believe this to be the case.
Mr GM Brookes Baker	All stated cover such wide parameters that virtually all are/could be covered	It is the intention of the SCI to involve & communicate with as wide an audience as possible and to avoid excluding anyone.
Mr GM Brookes Baker	More detailed menus for easier navigation to specific subjects.	Paragraph numbering has been incorporated throughout the SCI to aid easier navigation.
Mr GM Brookes Baker	Needs clarity of information instead of broad topics & obtuse descriptions.	The Council believes that the SCI provides clear information.
Mr R Johnson & Mrs R Edgehill	Its not always easy to find the relevant information on your website. Need to know where & when meetings will be held in advance for the public to attend. Often find out in the local news paper days before/after the event.	This information is available in advance both on the Council's website & in the local press. Potential improvements & alterations to the planning pages on the SKDC website are being reviewed at present.
National Farmers Union	National Farmers Union	The National Farmers Union has been added to the LDF consultation database.
National Farmers Union	Try not to rely on the internet & email as some people do not have computers or are not on broadband.	The Council is continuing to produce & distribute paper versions of all documents alongside using electronic methods to ensure that no one in the community is excluded.
Newark & Sherwood District Council	Concerned about the use of technical language as on page 10 . Do the public need to know about Regulations? The ideas for consultation are interesting especially the LAA's & YELL meetings.	The Council feels that some explanation of the Regulations is necessary to ensure the community know what the Council is required to do.
Peterborough City Council	Page 4, paragraph 2 - "Timetable for the preparation of this SCI" - this paragraph is a repetition of what the diagram below portrays. Are both really needed?	The written timetable & diagram have been replaced by a single process diagram under paragraph 3.3 for clarity.
Peterborough City Council	It would have been helpful if provision had been made to comment on the SCI on line. Considering that throughout this Draft, reference is made to making use of the Web whenever possible	The Council is looking into ensuring the provision of online forms for future consultation. However, at present this is dependent on the Council's IT capacity.
Peterborough City Council	Page 22 & 31 – It would be better to put the Specific Consultation Bodies at the end of the document as appendices.	Agree. The list of specific consultees appendix has been incorporated into a full list of LDF consultees at the end of the document.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Peterborough City Council	Page 20, Appendices - Typographic error. Replace 'APPENDICES' with 'APPENDICES'. The table in the 'Distribution' column mentions Forums and Seminars. For clarity, it would be helpful if these are explained in the 'Communication Techniques' section (1.6).	The Appendices wording has been removed. The table has been replaced with a communication methods table under paragraph 10.3 which explains the various techniques for clarity.
Peterborough City Council	Introduction and Core Principle Sections – Paragraph numbering in these sections would have made it easier to comment as the paragraphs could have been used as a reference point.	Agree. Paragraph numbering has been incorporated throughout the document.
Peterborough City Council	The document is generally concise, easy to read and user friendly. Acronyms and abbreviations used are defined at the start of the brochure.	Noted.
Peterborough City Council	Page 10, Regulation 26, bullet point 1 - It would be helpful to provide a list of all places within South Kesteven where copies of the DPD will be made available.	A list of list of locations where & when documents will be made has been incorporated as an appendix to the SCI. (Appendix 2)
Peterborough City Council	Page 31 – Typographic error. Replace the heading 'APPENDICES' WITH 'APPENDICES'.	This wording has been removed.
Peterborough City Council	Page 8, paragraph 1 - This lists the 'hard to reach groups' in the district and yet on page 14 only 'Young People' are mentioned in the section (1.4) dealing with "Involving the Whole Community". How will other sections of the 'hard to reach groups' be involved? This is not mentioned in section 1.4, or elsewhere within the document.	Other hard to reach groups will be involved through national & local bodies representing them which have been identified in the consultation database and also through the Council's Multicultural Consultation Forum. This has been clarified within the SCI under paragraphs 9.12 & 9.13.
Rippingale Village Design Committee	Rippingale Village Design Committee have provided detailed comments on various aspects of the SCI. They have summarised these comments as follows. Having devoted two years to compiling the Rippingale Village Design Statement to incorporate the Development Control Department's conditions we have not received the recognition or consultation accorded to our status as SPG. We have not received proper consideration of the majority of our objections to the planning application process as designated in the Countryside Agency's "Introduction to Village Design Statements" published in Nov' 2004 & also as recommended in "Delivering Delegation". It is hoped that one of the results of this consultation will ensure that the VDC will be allowed greater involvement & consideration of its comments relative to the community it represents than has been the case in the past.	A paragraph has been included under point 9.9 about parish plans & village design statements which are incorporated into both the LDF & the Development control process & where relevant are used as a material consideration. Rippingale village design committee are on the LDF consultation & will be given the opportunity for involvement throughout the LDF process. Community Involvement does not however guarantee that all comments made will be taken on board as the Council has to balance numerous competing views. Village design statements adopted as SPG are only supplementary to the councils adopted policies. The adopted status of SPG relates only to the statements & not to their production committees. Consultation on the SCI is not the appropriate forum for comments in relation to previous specific development control planning decisions to be made.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Rippingale Village Design Committee	From the statements in the Development Control Committee's report PLA 403 the objectives of the planning panel have been formulated to achieve target performances rather than the quality of sound planning consents. The cost of possible appeals against planning decisions has also emphasised to the committee & direction has been given to reduce the possibility of this happening. The targets have been achieved but not the soundness of decisions. As a result, frustration has arisen from the cavalier approach to these matters by the Development Control Planning Panel, none of whom have the local knowledge of our community. We believe that a considerable revision of the Council's Planning Panel structure & procedure is now required in accordance with "Delivering Delegation" to achieve its stated aims & especially that of "Transparency" mentioned at section (e) on page 20.	At present, the government are seeking to make Local Authorities achieve greater levels of delegation in relation to planning application decisions. The planning panel was formulated with this in mind & is not in itself a decision making body, but a panel to address whether or not an application should be decided under delegated powers or by development control committee. As the planning panel comprises elected members, the panel actually allows for greater transparency & objectivity than is required by government through straight forward delegated powers.
RJ Blakeborough	Believe that it would be best to make use of meetings, the website, exhibitions & newspaper articles for consultation. For the District Council to inform people of local development issues, I would like to see a professionally prepared summary of the issues published in local newspaper (with pointers to the Council's website where the proposals could be examined in detail), plus paper copies of the documents deposited in local libraries & where the scope of the development warrants it, an exhibition in the town advertised in the local paper.	The methods detailed will be used for engaging & informing the community in the preparation of different LDF documents where appropriate. Professionally prepared press releases to local newspapers will be prepared at various stages throughout the production of LDD's. However, the Council do not have any form of control over the content of local newspapers and as such no guarantees can be given that these will appear in print.
Stamford Bypass Group	For planning in the area around Stamford, Northants, Peterborough & Rutland Councils should also be consulted	These authorities are specific consultees and will be consulted on planning matters concerning Stamford as well as on broader policy matters.
Stamford Bypass Group	This consultation is already being taken under the heading of the Welland Partnership & should be extended to planning & development.	Consultation through the SCI is a statutory requirement on the Council under the Planning & Compulsory Purchase Act 2004 and is separate to consultation being undertaken through the Welland Partnership.
Stamford Town Council	Stamford Town Council is satisfied with the content of this document. It was noted that Town & Parish Councils are one of the specific consultation bodies referred to in the minimum requirements set out in Regulation 25 and that direct contact would be maintained throughout the planning preparation process. This was welcomed.	Noted.

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Strategic Rail Authority	The SRA is listed as a specific consultation body in PPS12 & must be involved in the process of developing LDF documents. (also extensive standard comment more relevant to later documents not SCI)	Noted.
Taylor Woodrow Developments Ltd (Barton Willmore Plann	Paragraph 2.1 highlights that the weekly list will be available on the Council website. This is encouraged.	Noted.
Taylor Woodrow Developments Ltd (Barton Willmore Plann	Welcome an SCI that makes a clear distinction between community involvement in the plan making process and that in development control and on what level each different group can expect to be involved. Also approve of continued monitoring & review of consultation procedures as the principles are implemented.	Noted.
Taylor Woodrow Developments Ltd (Barton Willmore Plann	Paragraph 1.4 would welcome specific reference to significant land owners/ developers.	Changes have been made to the main text of the document to include developers/agents in the list of key groups to be consulted. (paragraph 9.3, no longer paragraph 1.4)
Taylor Woodrow Developments Ltd (Barton Willmore Plann	Paragraph 1.6 makes reference to the use of electronic methods. We consider that the development of the website & clear paths to documents & consistent use of terminology are essential in this matter. Particular reference to the use of the web site & electronic distribution should also be highlighted in the Consultation Methods Appendix.	Potential improvements & alterations to the planning pages on the SKDC web site are being reviewed at present. The consultation methods appendix has been replaced by table on consultation methods, under paragraph 10.3. The web site & electronic communication are highlighted within this table.
Taylor Woodrow Developments Ltd (Barton Willmore Plann	The lack of general pre-application community involvement procedures is a major omission from the SCI. We would welcome clear guidelines for landowners/developers as to their role in this respect. Specifically we would encourage the introduction of a tiered approach to community involvement. We seek clarity as to the level of community involvement, the council's role & whether this will be a 'one off' or a series of events, particularly in relation to major schemes being proposed.	Agree. A paragraph has been added concerning pre-application community involvement. (paragraph 22) However, the Council does not want to be too prescriptive about the kind of pre-application community engagement that applicants carry out because major planning applications can vary quite considerably in scale and impact.
The Easton Estate	It is vital to keep rural communities thriving either through increased employment opportunities or through physical growth & residential potential and not threatened by ill thought out environmentally negative schemes.	These issues fall outside the remit of the SCI. They will be considered under the relevant DPD's, namely the Core Strategy & the Housing & Economic Development DPD's.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Vincent & Gorbing	Unnecessary changes to the development plan system. The statutory plan is now out of time & out of date. It should be urgently reviewed.	The changes to the development plan system have been introduced by the government under the new Planning & Compulsory Purchase Act 2004. The Council has a legal requirement to produce an SCI which will form part of a new Local Development Framework & is one of the first steps towards updating the development plan as soon as possible.
Vincent & Gorbing	Involve & consult landowners	Numerous landowners are included on the LDF database long list. However, changes have been made within the main text of the document under paragraph 9.3 in order to make the inclusion of landowners explicitly clear.
Welby Parish Council	Parish Councils to be notified of all plans & especially amendments. Our Parish Council is far from satisfied with the cooperation of individuals of the planning dept. Replies (by post) are usually completely irrelevant to the issues raised.	Parish Councils are notified of all plans & planning applications. Parish Councils & neighbours are re-notified of significant amendments to planning applications as detailed under paragraphs 13.4 & 5. The Council attempts to provide satisfactory responses to all points raised & does not believe that responses are irrelevant. However, it is not possible to comment on individual cases in the broader context of the SCI.
Welby Parish Council	The SCI makes great play on a two way dialogue, the opportunity to influence decisions & transparency & openness in the decision process. Development control makes it clear that in many cases it is the planning departments case officers discretion will carry most weight. It is also clear that in the case of minor amendments renotification will only be sent to those neighbours the case officer thinks appropriate. Given the above it seems to me that we should reply with the following comments. Wherever possible the case officer for Welby should be one individual who knows the village. The case officer should be prepared to respond to the council in a manner appropriate to the role of the council. In the case of minor amendments the parish council should be advised on approval sought. We can support time constraints. The need for speed should not be a reason for excluding the parish council. If SKDC is serious about two way dialogue we should meet the Welby case officer at least once per year, more often if the needs arise.	There is more than one case officer covering the Welby parish and it is not always possible for an individual to have long standing familiarity with individual villages due to staff turnover. However, planning officers are happy to attend parish council meetings where appropriate. Parish Councils & neighbours are re-notified of significant amendments to planning applications as detailed under paragraphs 13.4 & 5. However, there is no statutory obligation on local planning authorities to publicise changes to applications once they are accepted as valid and the government state in Circular 15/92 that it will be at the discretion of the local planning authority to decide whether further publicity is desirable taking into account whether the proposed changes are significant. Time constraints also necessitate that the Council minimises re-consultation on minor amendments. The government has set local authorities a target of determining 80% of planning applications within 8 weeks and authorities are asked to ensure that their obligations to publicise applications do not jeopardize this timetable.

<i>Name</i>	<i>Summary of Response</i>	<i>SKDC Response</i>
Westborough & Dry Doddington Parish Council	All Blair sound bytes. Views of parish councils ignored completely on planning.	The SCI is a document required by government. Where Parish Council's relate to sound planning matters they are taken into consideration.