

**INSPECTOR'S REPORT  
SALISBURY DISTRICT COUNCIL  
STATEMENT OF COMMUNITY INVOLVEMENT**

Inspector: Ben Linscott BSc MRTPI

Date: 30<sup>TH</sup> August 2006

# **Salisbury District Council Statement of Community Involvement (December 2005)**

## **INSPECTOR'S REPORT**

### **Introduction**

- 1.1 An independent examination of the Salisbury District Council's Statement of Community Involvement (SCI) has been carried out in accordance with Section 20 of the Planning and Compulsory Purchase Act 2004. Following paragraph 3.10 of Planning Policy Statement 12: Local Development Frameworks, the examination has been based on the 9 tests set out (see Appendix A). The starting point for the assessment is that the SCI is sound. Accordingly changes are made in this binding report only where there is clear need in the light of tests in PPS12. Recommendations are set out below and are denoted by bold bracketed numbers.
- 1.2 A total of 33 representations were received all of which have been considered. The Council proposed a number of amendments to the SCI in response to representations received, and these have been taken into account in the preparation of this report. Further information was requested from the Council in relation to Tests iv, v and vii and this information is contained in Appendix B to this Report.

### **Test 1**

- 2.1 The Council has undertaken the consultation required under Regulations 25, 26 and 28 of the Town and Country Planning (Local Development) (England) Regulations 2004.
- 2.2 This test is met.

### **Test 2**

- 3.1 Chapter 3 of the SCI acknowledges that the LDF is a way of delivering the aims of the two Community Strategies that have relevance for South Wiltshire. This chapter makes it clear that the Council will work with the South Wiltshire Strategic Alliance and the Wiltshire Strategic Board (the two Local Strategic Partnerships) to make sure that the content of the relevant documents complement each other and to avoid duplicating consultation exercises. The SCI also makes reference to other community strategies (Sections 3.4 and 3.5), such as the Wiltshire Compact and the Council's Corporate Plan, and states that consideration will be given to how these will be linked in terms of objectives and consultation.
- 3.2 As a result of a representation received the Council propose to expand Section 3.4 to include another relevant strategy which I consider to be a suitable addition to this paragraph.
- (R1)** Add the following to the list of strategies and plans of other organisations given in brackets in the second sentence of the paragraph with Section 3.4 entitled 'Strategies and Plans of Other Organisations.'
- "Wiltshire Biodiversity Action Plan"
- 3.3 The Council have responded to a suggestion to include a summary of the Wiltshire Community Strategy, 'A County Fit for Our Children', in the SCI by stating that as this document is being reviewed a summary may be produced if timing allows. If the Council is able to do this it would be sensible also to include a summary of the Community Strategy for Salisbury and South Wiltshire 'Making a Difference Together'. If this proves not to be possible the Council should add within the sections of text that deal with these Community Strategies a web link to these documents and state where they can be otherwise accessed.
- (R2)** Either add a summary of the two Community Strategies to the SCI or make additions to the respective sections of text in the SCI to provide a web link to the documents and also a statement of where they can be accessed.

3.4 Subject to the recommendations above this test is met.

### **Test 3**

4.1 The Council has set out in Appendix A of the SCI those groups which will be consulted. This list includes the statutory bodies from PPS12 Annex E. It is stated in this Appendix that the Council holds a database of consultee details and that this will be continuously updated.

4.2 However, as a result of a representation received the Council propose to clarify this by adding a clear statement to this effect which I agree should be inserted into the SCI.

**(R3)** Add after the final sentence in Section 4.2 the following:

"The council maintains a database of interested parties who are notified by letter or email at each consultation stage. Anyone can request that their details are kept on this register."

4.3 Furthermore, the Council state in Section 4.2 that they will consult with additional local stakeholders where appropriate.

4.4 A number of representations were received asking for inclusion in the lists in Appendix A or for inclusion on the Council's database. The Council have agreed that those requesting inclusion should be added either to the relevant lists in Appendix A or to the consultation database and I concur.

**(R4)** Add the bodies requesting inclusion to either their respective section within the lists of Appendix A or to the consultation database. These bodies and their requests are given in Appendix C to this report.

4.5 The re-organisation of certain consultation bodies, such as the Strategic Rail Authority, should be acknowledged in the SCI and I recommend an additional sentence be added to this effect.

**(R5)** Add to the beginning of Appendix A the following:

"Please note, this list is not exhaustive and also relates to successor bodies where re-organisations occur."

4.6 Subject to the recommendations above this test is met.

### **Test 4**

5.1 Table a) within Section 4.3 shows that the Council will involve and inform people from the early stages of DPD preparation and Appendix B in conjunction with the table within Section 4.5 sets out the range of methods the Council will employ to do this.

5.2 However, the SCI failed to show whom the Council will consult at each stage of the Development Plan process. The Council were, therefore, asked to amend Table a) so that it shows that consultation will take place with the key stakeholders during the issues and options stage of DPD production in accordance with Regulation 25 and to provide details of the generic type of consultee they propose to consult at each discrete stage in the process. The Council's response satisfies these concerns and I recommend below:

**(R6)** Replace the submission Table a) with the version given in Appendix B to this report.

5.3 The process for Supplementary Planning Documents (SPDs) production is detailed in Section 4.3 Table b). The Council were asked to amend this table in a similar manner to Table a) and the response received again satisfies my concerns.

**(R7)** Replace the submission Table b) with the version given in Appendix B to this report.

- 5.4 As a result, I am satisfied that providing these stages are followed the consultation proposed will be undertaken in a timely and accessible manner.
- 5.5 Subject to the recommendation above this test is met.

**Test 5**

6.1 Appendix B and the table within Section 4.5 set out the methods that the Council propose to use to involve the community and stakeholders. These cover a range of recognised consultation techniques that will present information via a range of different media. The Council acknowledge the benefits and disadvantages of the different methods in Appendix B and indicate at what stages of LDD preparation the various methods might be employed through the table within Table a) and Table b) of Section 4.3.

6.2 As a result of a representation received the Council have proposed an addition of a further consultation method to Appendix B and I recommend accordingly:

**(R8)** Add to Appendix B under ‘Focus groups’ and ‘Stakeholder Workshops’:

“Parish Magazines and Resident Association Newsletters.”

6.3 However, the SCI failed to acknowledge that the Council may have to provide extra support to facilitate consultation with certain groups or individuals. The Council were asked to provide additional information to specifically identify these groups and also to give information on how these groups might be engaged in the process. Additionally the Council were asked for a clear statement on how they propose to make their information accessible to all members of society, and how they will meet requirements of the Race Relations Act 2000 and the Disability Discrimination Act 1995. They were also asked for a statement for prominent display in the SCI that details the availability of the SCI in alternative formats and a similar statement for the availability of all LDF documents in these alternative formats.

6.4 The Council have responded to these requests and I recommend their responses be inserted into the SCI below.

**(R9)** Insert the following to the end of Section 4.1:

“The table below sets out the groups which the council considers to be hard to reach and measures which are either in place, or being developed, to provide channels of communications which the Local Development Framework process can use to raise awareness.

<b>Group</b>	<b>Measures in place (or being developed) to reach groups</b>
Young people	Youth Consultative Forum (being formed) Tomorrows Voice – youth opinion polling
Older people, lone parents, those with disabilities (physical & mental (inc. learning)) and house bound	Funding of groups such as Age Concern, CVS and coordination through the Voluntary Sector forum will provide vehicles for specific concerns to and CVS and Age Concern
Black and minority ethnic groups	South Wiltshire Diversity Forum and will work with community leaders to improve communication with these groups. has recently been
Gypsies and Travellers	Recently formed Gypsy and Traveller Group will act as a contact point to raise issues and receive views
Those who don't speak English as their first language	Commitment to provide all council materials in other languages on request

Rurally isolated	Electronic access to information will reduce Locational disadvantage. Parish planning exercises are provide a means for all rural residents to express their views about issues in their local areas. See section 3.3.
25-40 year olds generally (a noted trend in council consultation generally)	The development of more interactive techniques – as set out in section 4.5 and Appendix B - will be aimed at drawing in more interest, particularly where issues are localised.

**(R10)** Insert the following after the new table within Section 4.1:

“Salisbury District Council aims to meet its obligations under the Race Relations Act and the Disability Discrimination Act in all its undertakings. In consulting with the community, the council will make information available in different formats and languages on request. If you would like to make use of this service or know someone who may find this useful, please contact us using the contacts on the back cover of this document”

**(R11)** Insert the statement regarding the availability of the SCI in alternative formats (given in Appendix B to this report) to the back cover of the SCI:

**(R12)** Insert the following to the end of the revised Section 4.1:

“LDF documents can be made available in formats on request to those with visual impairments and those who use another language. If you would like to make use of this service please contact the Council on:  
tel: 01722 434362  
fax: 01722 434247  
email: [forwardplanning@salisbury.gov.uk](mailto:forwardplanning@salisbury.gov.uk)

6.5 Lastly, these hard to reach groups should be recognised by their inclusion in the generic list within Section 1.2.

**(R13)** Add an additional bullet point to Section 1.2 under the heading ‘The Local Community’ to read:

“Hard to reach groups.”

6.6 As a result I am satisfied that the methods of consultation proposed in the SCI are suitable for the intended audiences and for the different stages in LDD preparation.

6.7 Subject to the recommendations above this test is met.

### **Test 6**

7.1 Section 1.4 of the SCI of the SCI explains how the Council will seek to ensure that sufficient resources are put in place to achieve the scale of consultation envisaged. I am satisfied that the Council is alert to the resource implications of the SCI.

7.2 This test is met.

### **Test 7**

8.1 Sections 4.5 and 4.6 explain how the results of community involvement will be taken into account by the Council and used to inform decisions. The Council also propose to prepare reports at the end of the consultation period explaining how views have been considered and documents changed in light of the community involvement. Although the SCI states in Section 4.6 where these will be made publicly available, there is an over emphasis on

electronic means of disseminating this information. The Council were therefore asked to provide a list of locations where paper copies of this information will be made available and I recommend that the following be inserted into the SCI.

**(R14)** Insert the following to the end of Section 4.6:

“The reports presented to these forums will be made available to the public 10 days in advance of the meeting date and on the council’s website in order that interested parties can decide whether they would wish to attend. The reports will also be made available at the following locations:

Salisbury Library  
Amesbury Library  
Wilton Library  
Downton Library  
Mere Library and Customer Service Point  
Tisbury Library  
Durrington Library

Amesbury Customer Contacts Centre  
Salisbury District Council Offices – Wyndham Road (Planning Office), Bourne Hill (Main Offices)”

8.2 Subject to the recommendation above this test is met.

### **Test 8**

9.1 Chapter 6 of the SCI explains that the Council continuously monitors and reviews all consultation documents and that the SCI will be formally reviewed as part of this process and reported on through the Annual Monitoring Report.

9.2 I am satisfied that the Council has mechanisms for reviewing the SCI and have identified potential triggers for the review of the SCI.

9.3 This test is met.

### **Test 9**

10.1 Chapter 5 of the SCI describes the Council’s policy for consultation on planning applications. Section 5.2 meets the minimum requirements and provides details of additional methods of consultation. This distinguishes between procedures appropriate to different types and scale of application and Section 5.3 includes information on how the consultation results will inform decisions.

10.2 As a result of a representation received the Council have proposed to add, as a new paragraph, Section 5.3 which details the Council’s pre-application expectations for major applications and I agree that the text given below be inserted.

**(R15)** Add as a new Section 5.3 the following:

#### **“5.3 Consultation on Major Proposals**

The DCLG defines major developments as those being of ten or more houses, or the development of 1000 square metres of floor space (for retail/employment/etc.) or development of a site area greater than 1 hectare in size).

Prospective developers of sites allocated for residential development in the Local Plan are already required to prepare a Development Brief for submission with their planning application. Details of how the community should be involved in the preparation of these Briefs will continue to be discussed with the Council’s Planning Officers before work on them is commenced.

For all other sites that are classified as major applications, the Council, as part of a Development Team approach, will similarly expect the applicant, prior to submitting an application, to discuss with the Council's Planning Officers details of how the community should be involved in the decision making process. The purpose of these discussions will be to:

- identify the groups/individuals that should be involved;
- agree how they should be involved;
- agree a timetable for their involvement.

The Council will expect the applicant to provide evidence with the submission of a planning application that demonstrates how the community have been involved in discussions. This should take the form of a Statement of Community Involvement outlining what has been carried out and how the results of the exercise have been taken into account in the submitted application.

Whilst it is understood that it will not be possible under current planning regulations to fail to register a "major application" which does not include a Statement of Community Involvement, the absence of one may disadvantage an applicant in that issues that need to be taken into account are only identified after the application has been submitted, delaying any decision."

10.3 The SCI does not address the longer statutory time period for consultation that may be applicable in certain circumstances.

**(R16)** Add to the fourth bullet point of Section 5.2 the following:

"Bodies such as English Nature (or its successor Natural England) will be allowed a longer period of time to comment on applications where this is prescribed by legislation.

10.4 Subject to the recommendations above this test is met.

## **Conclusions**

11.1 The New Forest National Park Authority became the strategic and local planning body for a part of Salisbury District on 1<sup>st</sup> April 2006. As a result the Council consider it appropriate that the community are informed of this change. The National Park Authority have proposed a paragraph that details this change and I agree that this should be inserted into the SCI.

**(R17)** Add the following to the end of Section 3.4:

"From 1 April 2006, the New Forest National Park Authority will become the strategic and local planning authority for the whole district of the New Forest National Park, including that part of Salisbury District lying within the Park. All existing planning policies for the part of the National Park within the Salisbury District will continue to be applied by the National Park Authority until they are replaced by Development Plan Documents prepared under the National Park Authority's local development scheme. The relevant plans are: Salisbury District Local Plan 2001-2011 (adopted June 2003), Wiltshire Structure Plan 2011 (adopted January 2001), Wiltshire and Swindon Minerals Local Plan (adopted November 2001) and Wiltshire and Swindon Waste Local Plan (adopted March 2005). The New Forest National Park Authority will be producing its own Statement of Community Involvement in due course."

11.2 Section 2.2 of the SCI provides details of Salisbury's Local Development Framework. As the content of the LDF may be subject to change I make the following recommendation.

**(R18)** Add to the end of Section 2.2 the following:

“As the content of our Local Development Framework may change over time please visit our website [www.salisbury.gov.uk](http://www.salisbury.gov.uk) for the latest version of the framework.

- 11.3 The Council have set out in their Regulation 31 Statement (July 2006) a number of proposed changes to the SCI in response to representations received on the submission document. This document is attached as Appendix C to this report. These suggested amendments do not affect the substance of the SCI but they do improve the clarity and transparency of the submission SCI. Some have already been detailed in the body of the report and I also agree that the remainder be included.
- 11.4 The Council should amend the SCI to remove any ‘historic’ information which would be redundant once the document is adopted.
- (R19)** Revise the ‘About this Document’ page of the SCI to provide the current chronology of the preparation process and also remove from the front cover and each page of the SCI any reference to the submission stage of the document and the date of this submission.
- 11.5 In the event of any doubt, please note that I am content for such matters, plus any minor spelling, grammatical or factual matters to be amended by the Council, so long as this does not affect the substance of the SCI.
- 11.6 Subject to the implementation of the recommendations above the Salisbury District Council SCI (December 2005) is sound.

**Ben Linscott**

Ben Linscott BSc MRTPI, Inspector



## **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;<sup>1</sup>
- 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

<sup>1</sup> The Town and Country Planning (Local Development) (England) Regulations, 2004.

**APPENDIX B  
CORRESPONDENCE**

**INSPECTOR'S REPORT  
SALISBURY DISTRICT COUNCIL**

## A - HARD TO REACH GROUPS

Additional text in red

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### 4.1 Basic Consultation Standards

The requirements for consultation and public involvement in the Local Development Framework are set out in part 6 of the Town and Country Planning (Local Development) (England) Regulations 2004. The council is obliged to meet the basic standards set out in those regulations. These can be summarised as follows

- Consultation for a defined 6 week period
- Notification and issue of information to Statutory Consultees – as listed in appendix A
- Notification of other consultees who the council consider would have a interest in the subject matter
- Make information available for inspection at the council offices, website and at other appropriate locations
- Publicise the consultation by means of public notice in a local newspaper

The purpose of this document (the SCI) is to set out the ways in which the council can build on these basic consultation requirements. The council must accept that it can never hope to notify every individual in the district; however it will use a range of means to ensure that there is reasonable opportunity for people to be made aware of the process. The main aim is to increase the accessibility of the planning process, especially to those groups that have traditionally been hard to reach. **The table below sets out the groups which the council considers to be hard to reach and measures which are either in place, or being developed, to provide channels of communications which the Local Development Framework process can use to raise awareness.**

<b>Group</b>	<b>Measures in place (or being developed) to reach groups</b>
Young people	Youth Consultative Forum (being formed) Tomorrow's Voice – youth opinion polling
Older people, lone parents, those with disabilities (physical & mental (inc. learning)) and house bound	Funding of groups such as Age Concern, CVS and coordination through the Voluntary Sector forum will provide vehicles for specific concerns to and CVS and Age Concern
Black and minority ethnic groups,	South Wiltshire Diversity Forum and will work with community leaders to improve communication with these groups. has recently been
Gypsies and Travellers	Recently formed Gypsy and Traveller Group will act as a contact point to raise issues and receive views
those who don't speak English as their first language	Commitment to provide all council materials in other languages on request
rurally isolated	Electronic access to information will reduce locational disadvantage. Parish planning exercises are provide a means for all rural residents to express thier views about issues in their local areas. See section 3.3.
25-40 year olds generally (a noted trend in council consultation generally)	The development of more interactive techniques – as set out in section 4.5 and Appendix B - will be aimed at drawing in more interest, particularly where issues are localised.

## B – RACE RELATIONS AND DISABILITY DISCRIMINATION ACTS ISSUES

- 1) General Statement
- 3) Statement committing to producing all LDF output in other formats/languages

To be included following the proposed table set about above in section 4.1

“Salisbury District Council aims to meet its obligations under the Race Relations Act and the Disability Discrimination Act in all its undertakings. In consulting with the community, the council will make information available in different formats and languages on request. If you would like to make use of this service or know someone who may find this useful, please contact us using the contacts on the back cover of this document”

## 2) Back Cover Statement

For further information about this document, please contact

Salisbury District Council  
The Planning Office  
61 Wyndham Road  
Salisbury  
Wiltshire  
SP1 3AH

tel: 01722 434362

fax: 01722 434247

email: [forwardplanning@salisbury.gov.uk](mailto:forwardplanning@salisbury.gov.uk)

web: [www.salisbury.gov.uk](http://www.salisbury.gov.uk)

We try to ensure that the information contained in this publication is accurate at the time of going to press and while every effort has been made to ensure accuracy Salisbury District Council cannot guarantee it and does not accept and liability for any error or omission

PURN 0418/02.

This document can be made available in formats on request to meet the needs of those with visual impairments and those who use another language

If you would like to make use of this service,  
please get in touch using the contact details above

## 4.2 Who will we be consulting?

Salisbury District Council is committed to involving as many individuals and groups as possible in reviewing or developing new planning policies and proposals for the district. In order to meet this aim, the intention is to work not only with existing partners in the community but also endeavor to identify new contacts wherever possible, particularly with those that have not previously been involved in the planning process. Section 4.4 considers techniques which will be used to address this aim.

A full list of organisations and interests that the council intends to consult during the course of preparing the LDF is listed in appendix A. Section 4.3 also gives an indication of the groups which will be consulted at the specific stages of policy making.

### 4.3 When will we be consulting?

Within the Local Development Framework there are a range of document types which have different requirements of consultation and scrutiny. The tables below summarise the stages in the processes of policy production DPDs and SPDs and the nature of the issues being considered. The Sustainability Appraisal is explained in section 2.3.

#### a) Development Plan Documents (DPDs)

(Core Strategy, District Wide Policies and Area Specific Policies as set out in the diagram in section 2.2)

	PRODUCTION STAGE	ACTIVITIES BEING UNDERTAKEN	SUSTAINABILITY APPRAISAL	GROUPS TO BE CONSULTED
Policy Formulation	<b>Pre production</b> (Informal Consultation)	<ul style="list-style-type: none"> <li>Review of existing policies</li> <li>Identification of issues to be addressed</li> <li>Evidence gathering</li> <li>Consultation with Statutory Consultees and other invited interests relevant to the policy subject matter</li> </ul>	<ul style="list-style-type: none"> <li>Establish sustainability objectives</li> <li>Define the context provided by existing plans and programmes.</li> <li>Gather baseline information and develop sustainability indicators to measure local change</li> </ul>	<ul style="list-style-type: none"> <li>Statutory consultees</li> <li>Other key stakeholders with interest in the subject matter</li> </ul>
	<b>Issues and Options</b> (Formal Consultation)	6 week consultation period related to <ul style="list-style-type: none"> <li>the identification of the key issues to be tackled by the policy document</li> <li>the options which appear to be available based on initial research and early consultation.</li> </ul>	Assessment of alternative strategies against sustainability objectives.	All organisations identified in Appendix A will be directly consulted. (Particular attention in the consultation will be placed upon raising awareness amongst the general populace (Group 2a in Appendix A) to gain their views.)
Refinement of Draft Policies	<b>Preferred Options</b> (Formal Consultation)	6 week consultation period related to <ul style="list-style-type: none"> <li>More detailed proposals for policies (or sites) selected at the Issues and Options Stage</li> </ul>	Draft Sustainability Report (more detailed assessment of the preferred policies and proposals in the DPD against sustainability objectives).	As box above, with direct notification of those taking an interest at the previous stage. More focus on awareness raising will be placed on communities where site specific proposals
	<b>Submission Draft</b> (Formal Consultation)	6 week consultation period related to the publication of the final draft DPD for submission to the Secretary of State (New sites or alternative proposals introduced by third parties at this stage will need to be subject of a further consultation period)	Full Sustainability Report (Complete detailed Sustainability Report taking into account responses from the preferred options consultation stage) (Alternative sites/proposals must show compliance with Full Report)	As box above
	<b>Examination in Public</b> (Final Forum for resolution of Issues)	Examination of the soundness of the DPD (based on issues raised at the Submission stage) by an Inspector.	Compliance with European and UK Regulations assessed as part of testing the soundness of the submitted DPD	All parties making representations at the Submission stage will have a right to be heard at a public hearing

#### b) Supplementary Planning Documents

(Development / Planning Briefs, Implementation Guides and other supporting guidance)

PRODUCTION STAGE	ACTIVITIES BEING UNDERTAKEN	SUSTAINABILITY APPRAISAL	GROUPS TO BE CONSULTED
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<b>Policy Formulation</b>	<b>Pre production</b> (Informal Consultation)	<ul style="list-style-type: none"> <li>• Review of existing policies</li> <li>• Assessment of options to address the matter in hand.</li> <li>• Evidence gathering</li> <li>• Consultation with key agencies and other appropriate groups</li> </ul>	<ul style="list-style-type: none"> <li>• Review of Environmental Report related to the policies which the SPD will relate to</li> <li>• Gather baseline information and develop indicators to measure environmental change</li> <li>• Appraisal of issues emerging from initial ideas and informal consultation</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Statutory consultees and service providers</b></li> <li>• <b>Key stakeholders with interest in the subject matter</b></li> <li>• <b>Local community groups and key individuals from the area where the document relates to a development site</b></li> </ul>
<b>Refinement of Draft Guidance</b>	<b>Draft Guidance</b> (Formal Consultation)	Publish draft SPD proposals for a 6 week period of public consultation	Draft Environmental Report (assessment of the proposals and policies against sustainability objectives).	<ul style="list-style-type: none"> <li>• <b>Statutory consultees</b></li> <li>• <b>Any organisation who would be considered to have an interest in the matter</b></li> <li>• <b>The wider local community at large stakeholders with interest in the subject matter</b></li> </ul>
	<b>Adoption</b>	Publication of revised proposals in light of consultation responses received at the draft stage. Adoption by the council's Cabinet.	Full Environmental Report (Complete report taking into account issues raised during consultation at the draft publication stage.	<b>Opportunity for any party to make representations on the document to the council's Cabinet</b>

A key aspect to note in both tables above is that there are two distinct phases of policy making, namely policy formulation and refinement of draft policies. These phases are referred to in section 4.4 when the use of consultation methods and techniques is considered.

## C – DEPOSIT LOCATIONS

Salisbury Library  
Amesbury Library  
Wilton Library  
Downton Library  
Mere Library and Customer Service Point  
Tisbury Library  
Durrington Library

Amesbury Customer Contacts Centre  
Salisbury District Council Offices – Wyndham Road (Planning Office), Bourne Hill (Main Offices)





**APPENDIX C  
PROPOSED CHANGES**

**INSPECTOR'S REPORT  
SALISBURY DISTRICT COUNCIL**

## REGULATION 31 STATEMENT - APPENDIX A

### Salisbury District Council Submission Statement of Community Involvement

#### Summary of consultation and suggested changes.

Rep No.	Name	Support, Object or Neutral	Issues Raised	Officer Comment	Change made
31	Tisbury Parish Council	Neutral	No comment	None	<b>None required</b>
30	Southern Water	Support	Southern Water supports the Statement of Community.	The support of the respondent is welcomed	<b>None required</b>
29	Wessex Water	Support	Support the published draft document.	The support of the respondent is welcomed	<b>None required</b>
28	Whiteparish Parish Council	Neutral	<p>1. Parish Councillors have the feeling that local determination through the Parish Council will not increase as a result of the implementation of the SCI</p> <p>2. Finance- How much does it cost each council tax-paying household to support these initiatives and the government departments, which propose them?</p> <p>3. Targets- Should be quantifiable e.g. Recycle X% of waste by 2004 (see page 8 of December 2005 submission draft).</p> <p>4. Regional assemblies- Do they have legal standing (see page 5 of December 2005 submission draft). If not, this document is flawed and will lead to overdevelopment, insufficient off-road parking and inadequate basic services.</p>	<p>1. The SCI is concerned with establishing how the council can best engage the community at large. At a local level it should promote clearer channels of communication and allow all stakeholders to understand the stages at which decisions will be made</p> <p>2. The SCI is a necessary part of the new plan making process and provided an opportunity for new approaches to be evaluated and consulted upon. In terms of costs, the process has involved time and resources, however it has enabled savings to be generated from a more coordinated approach to consultation.</p> <p>3. The issue identified relates to the Wiltshire Community Strategy which does set out indicative targets and actions to deliver the objectives set out</p> <p>4. The South West Regional Assembly is the Regional Planning Body charged with preparing the Regional Spatial Strategy by the relevant legislation.</p>	<p><b>1. None required</b></p> <p><b>2. None required</b></p> <p><b>3. None required</b></p> <p><b>4. None required</b></p>

Rep No.	Name	Support, Object or Neutral	Issues Raised	Officer Comment	Change made
27	New Forest National Park	Neutral	<p>The Park Authority becomes the strategic and local planning authority for the part of Salisbury District that lies within the New Forest National Park from 1 April 2006. The following statement It would be helpful to include within the SCI:</p> <p><i>'From 1 April 2006, the New Forest National Park Authority will become the strategic and local planning authority for the whole district of the New Forest National Park, including that part of Salisbury District lying within the Park. All existing planning policies for the part of the National Park within the Salisbury District will continue to be applied by the National Park Authority until they are replaced by Development Plan Documents prepared under the National Park Authority's local development scheme. The relevant plans are: Salisbury District Local Plan 2001-2011 (adopted June 2003), Wiltshire Structure Plan 2011 (adopted January 2001), Wiltshire and Swindon Minerals Local Plan (adopted November 2001) and Wiltshire and Swindon Waste Local Plan (adopted March 2005). The New Forest National Park Authority will be producing its own Statement of Community Involvement in due course.'</i></p>	It is agreed that there should be a statement informing the community of this change within the SCI, although that it may be better for this to be placed within the LDS and eventually the Core Strategy.	<b>Introduce at the end of section 3.4 the text proposed by the National Park Authority</b>
26	Hindon Parish Council	Neutral	1. The document seems ambivalent in the way it deals with communication with individuals in balancing the intention to involve everyone, but acknowledging that the resource implications make this impossible. .	1. The document has had to balance the resources available to the council in undertaking consultation but has identified means to reach out to a wider spectrum of people, particularly by raising awareness of opportunities to comment and by focusing on local activities where site specific matters are being addressed.	<b>1. None required</b>

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			<p>2. 1.2 refers to “all sections of the General Public” without saying what “section” means. Is it just a throwaway phrase, or does it imply that member of the public should organise themselves into groups before communication can be productive?</p> <p>3. It is suggested that a clear statement is needed about the status of the individual in the consultation process. A practical approach would be to say:  - SDC is open to input from members of the public, but will not for practical reasons individually canvass their views or keep them informed other than through the press/web/etc.  - SDC will actively seek input from the (named) organisations. It is therefore open for members of the public to join an organisation if they feel their views would be better represented.</p>	<p>2. The word ‘sections’ refers to different interests which may exist in the community. Sometimes groups do form which can articulate a shared view, however individuals can raise issues which will be given the same due consideration in the process.</p> <p>3. The issue raised in the first statement is addressed in sections 1.4 and 4.4 where the emphasis has been placed upon raising awareness of the process as a means to capture the issues from the widest spectrum of interests. The second suggested statement would be supported as a comprehensive response from like minded people is valuable, however the SCI should not appear to imply that the council would give greater weight to the views of an organisation than an individual as both can make valid contributions to any debate.</p>	<p><b>2. None required</b></p> <p><b>3. None required</b></p>
25	South West RDA	Neutral	No comment	None	<b>None required</b>
24	Harry Urquhart	Neutral	No comment	None	<b>None required</b>
23	Government Office for the South West-Wiltshire and Swindon.	Support	<p>1. Welcomes the work on the Statement of Community Involvement.</p> <p>2. The approach your Authority has chosen to take regarding whether or not you will consult with bodies only if the subject matter of the LDD affects them, and that you may consult with additional bodies if appropriate, should be made more explicit. The document suggests that by section 4.2 that your Authority will be involving everyone at all stages in the consultation for every LDD stage, but the table on pages 10-11 suggests that the approach</p>	<p>1. The support of the respondent is welcomed</p> <p>2. Appendix A makes it clear the range of groups who will be consulted and that these may change. The document states that the council is ‘committed to involving as many groups and individuals as possible’. Documents will be available to all member of the community, but the council will also specifically consult those bodies affected by the document.</p>	<p><b>1. None required</b></p> <p><b>2. None required</b></p>

Rep No.	Name	Support, Object or Neutral	Issues Raised	Officer Comment	Change made
			<p>that you will take at Regulation 25 will identify bodies relevant to the subject matter of the LDD.</p> <p>3. The commentary on 'basic consultation standards' (4.1) needs to clarify that your Authority are not obliged to have a 6 week consultation period at the Regulation 25 stage of the document's preparation.</p> <p>4. It is not clear to the reader what will 'trigger' a review of the SCI and section 6.3 may need further clarification on this point.</p> <p>5. Suggest that further clarity is needed to distinguish 'FASTRACK' applications .</p> <p>6. The Authority's consultation expectations for a developer for a major application at the pre-submission stage could be clarified. We would welcome details, for example, on what your Authority will do to help facilitate this involvement at this early stage.</p>	<p>3. The point is acknowledged. Informal consultation responses, particularly related to the evidence base consultation has generated some confusion as to whether all components of the LDF will require a standard 6 week consultation as set out in section 4.1. – even to the point that basic evidence (not key studies such as Urban Capacity Studies, Economic Assessments, etc.) should be consulted upon for 6 weeks The council would accept clarification is needed in section 4.1.</p> <p>4. Section 6 highlights that consultation and engagement will be kept under review and that feedback and monitoring will be used to determine whether the methods being used are effective. Section 6.3 makes it clear that the council will review its SCI in light of these measures.</p> <p>5. The consultation arrangements are clear, but it could perhaps be made more explicit as to what FASTTRACK applications are</p> <p>6. A new section has been included to outline pre-application consultation expectations for major applications.</p>	<p><b>3. Replace second sentence in section 4.1, “The council is obliged to meet these basic standards at key stages on the production of Development Plan Documents (DPDs)”</b></p> <p><b>4. None required</b></p> <p><b>5. Explain “FastTrack applications relate to small household applications where there is no requirement to consult with statutory agencies – only parish councils and neighbour interests. They are normally determined in 5-6 weeks.”</b></p> <p><b>6. Introduction of new section 5.3 as set out in box below</b></p>

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			<p><b>5.3 Consultation on Major Proposals</b></p> <p>The ODPM defines <u>major developments</u> as those being of ten or more houses, or the development of 1000 square metres of floor space (for retail/employment/etc.) or development of a site area greater than 1 hectare in size).</p> <p>Prospective developers of sites allocated for residential development in the Local Plan are already required to prepare a Development Brief for submission with their planning application. Details of how the community should be involved in the preparation of these Briefs will continue to be discussed with the Council's Planning Officers before work on them is commenced.</p> <p>For all other sites that are classified as major applications, the Council, as part of a Development Team approach, will similarly expect the applicant, prior to submitting an application, to discuss with the Council's Planning Officers details of how the community should be involved in the decision making process. The purpose of these discussions will be to:</p> <ul style="list-style-type: none"> <li>• identify the groups/individuals that should be involved;</li> <li>• agree how they should be involved;</li> <li>• agree a timetable for their involvement.</li> </ul> <p>The Council will expect the applicant to provide evidence with the submission of a planning application that demonstrates how the community have been involved in discussions. This should take the form of a Statement of Community Involvement outlining what has been carried out and how the results of the exercise have been taken into account in the submitted application.</p> <p>Whilst it is understood that it will not be possible under current planning regulations to fail to register a “major application” which does not include a Statement of Community Involvement, the absence of one may disadvantage an applicant in that issues that need to be taken into account are only identified after the application has been submitted, delaying any decision.</p>		
22	White Young Green	Neutral	Our clients, Sainsbury's Supermarket Ltd request to be kept informed of any further progress.	The request to be kept informed on further documents is accepted.	<b>None required</b>
21	Berwick St James Parish Council	Neutral	No comment	None	<b>None required</b>
20	South Wiltshire CPRE	Neutral	<p>1. CPRE should be included using its correct name which is 'Campaign to Protect Rural England (CPRE)'</p> <p>2. I note the apparent omission of Cranborne Chase and West Wiltshire Downs AONB which should be included in Appendix A probably under section f via its local management in Cranbourne.</p>	<p>1. The correction of 'Council' to 'Campaign' in the CPRE name is noted.</p> <p>2. Cranborne Chase and West Wiltshire Downs AONB is already included in appendix A i)</p>	<p><b>1. Add 'Campaign to Protect Rural England (CPRE)' in appendix A (f).</b></p> <p><b>2. None required</b></p>

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19	Woodland Trust		<p>1. The trust welcomes the opportunity to respond to this document.</p> <p>2. The trust is pleased to be included in Appendix A. However, we would like to be included as a consultee for planning applications affecting irreplaceable habitat of ancient woodland (section 5).</p>	<p>1. The support of the respondent is welcomed</p> <p>2. Statutory consultees are required to be consulted as part of the planning application process. All other interested parties are able to receive copies of the weekly list of applications to screen and make comment.</p>	<p>1. None required</p> <p>2. None required</p>
18	Amber Skyring, Principal Community Development Officer, Salisbury District Council	Neutral	Market Towns were funded through the SWRDA and not the Countryside Agency. The Countryside Agency only funded the Health Check element.	Agree, the text in the document should be amended to reflect this change.	<b>Page 8, replace 'Funded by the Countryside Agency' with 'Funded by SWRDA'</b>
17	The Theatres Trust	Neutral	<p>1. We were pleased to have been included in the Pre-Submission SCI as a consultee in Appendix A 3, but are disappointed to see that we do not appear in your updated Appendix A f.</p> <p>2. Your SCI does not appear to explain that you maintain an LDF consultation database which can be updated, and suggest that a suitable paragraph could appear at 4.2.</p>	<p>1. The submission draft SCI failed to carry forward Appendix A3 from the pre-submission version which explains the omission of the Theatre Trust. It should be re-included and we apologise to respondents affected.</p> <p>2. Appendix A 2 does state that the council keeps a list of those regularly consulted on the website and it is agreed that this information could be given in the main text.</p>	<p><b>1. Inclusion of the Theatres Trust within Appendix A2f) and the reinstatement of appendix A3 from the pre-consultation version</b></p> <p><b>2. Add 'The council maintains a database of interested parties who are notified by letter or email at each consultation stage. Anyone can request that their details are kept on this register.' after the final sentence in section 4.2.</b></p>
16	Robert Twiddy		1. The document fails to map out how each part of the community will be involved with each key aspect. It is too generic. Listing every possible way of involvement is no plan or commitment to do so. It is not clear how the views of people will influence any policy.	1. The document can never chart the precise methods which will be used at each stage. The SCI sets out a broad framework of measures to embrace a cross section of the community as a whole, whilst also directly consulting with groups and individuals. Section 4 explains the who, when and how of the consultation process as well as the	1. None required

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			<p>2. Appendix A fails to show how each community will be involved. It just lists the processes.</p> <p>3. The website is far from adequate for interactive forums or focus groups.</p> <p>4. Monitoring is poor, it should have each department with clear performance measures and clear monitoring on how these measures will meet the overall strategy. Consultation response with clear reasoning should be published.</p> <p>5. The document should be rewritten with clarity of how each roadmap will work for each department. Without this it is purely stating the governments process and is a useless document.</p>	<p>means by which the council will keep the community updated on progress.</p> <p>2. Appendix A is not meant to be a descriptive section, rather it is meant to state which groups will be involved in the consultation process. Appendix B lays out the main methods the council will be using to consult the community. These methods will vary depending on the documents topic and whom it affects.</p> <p>3. The council is continuing to work towards making information readily available to the public and to develop interactive techniques . The council is committing itself to these activities within its SCI.</p> <p>4. Monitoring is already undertaken to a wide degree within the council and the LDF process is also drawing in measures from other sources in order to assess progress towards objectives. In respect of community involvement, section 6 outlines how we will assess participation in the process and what will be done to improve our approach. Section 4.5 sets out how the council will respond to consultation.</p> <p>5. This is not agreed. The document states the main ways the public will be consulted but cannot possibly cover all methods and applies nation guidance set out in PPS12 to our own local circumstances.</p>	<p><b>2. None required</b></p> <p><b>3. None required</b></p> <p><b>4. None required</b></p> <p><b>5. None required</b></p>
15	Bryan Jezeph Consultancy	Neutral	Bryan Jezeph Consultancy are taking an active interest in the formulation of the LDF and wish to be added to the Council's list of interested parties and to be kept up to date with further documents.	The request to be included on the database is reasonable.	<b>Bryan Jezeph Consultancy are now on the LDF consultee database</b>



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14	Rapleys: Commercial Property and Planning Consultants	Support	We would be grateful if you could include our client, and Rapleys LLP as their agent, on your database, to ensure Rapleys LLP are informed of the publication of Development Plan Documents.	The request to be included on the database is reasonable.	<b>Wm Morrisions and Rapleys LLP are now on the LDF consultee database</b>
13	Test Valley Borough Council	Support	<p>1. We would like to support the document in that it includes this authority, and the parishes of Test Valley Borough which border Salisbury District, as consultees.</p> <p>2. With regard to the third 'test of soundness' we recommend that you consider clarifying the relationship with the newly established New Forest Park Authority. It would be appropriate to address how the District Council's SCI relates to those areas of the district that have been included in the park area in the interim period until the NPA have confirmed their own procedures for community involvement.</p>	<p>1. The support of the respondent is welcomed</p> <p>2. It is agreed that the SCI could include a paragraph advising the public about the arrangements for preparing the LDF within the National Park. See rep no. 27 for the suggested wording.</p>	<p><b>1. None required</b></p> <p><b>2. Add proposed wording to document as set out in representation 27 above</b></p>
12	Environment Agency	Neutral	No comment	None	<b>None required</b>
3, 11	Wiltshire Wildlife Trust	Support	<p>1. The Trust is impressed by the Statement of Community Involvement.</p> <p>2. Under section 3.4, 'Other Strategies and Plans', the Trust would suggest that reference is made to the Wiltshire Biodiversity Action Plan, in which Salisbury District Council is a partner. There are many elements of the BAP, which could be used to shape policy formation.</p> <p>3. Appendix A lists both the Wiltshire Wildlife Trust and the Wiltshire &amp; Swindon Biological Records Centre under 'Local Special Interest Groups'. This is an inaccurate reference for either</p>	<p>1. The support of the respondent is welcomed</p> <p>2. The examples in section 3.4 are meant to illustrate the range of strategies and plans the LDF will have regard. The Wiltshire BAP would certainly not be overlooked.</p> <p>3. The classification of organisations was undertaken in a manner which was as simple for the reader to understand. Ultimately, provided organisations are included within the listing their input will be sought and hence the</p>	<p><b>1. None required</b></p> <p><b>2. Add a reference to the Wiltshire Biodiversity Action Plan as an example of another important strategy/plan</b></p> <p><b>3. None required</b></p>

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			<p>organisation. We would request that the Trust and the Records Centre are referred to under the most appropriate heading available; in this case 'National and Regional Organisations', or that an additional, more accurate heading is added which should read 'Non-Governmental Organisations'.</p> <p>4. Can your records be amended so that one copy is sent to the Wiltshire Trust and one is sent to the Wiltshire and Swindon Biological Records Centre.</p> <p>5. Address was incorrectly given</p>	<p>broad grouping is irrelevant.</p> <p>4. Agree to amend records</p> <p>5. Amend address on consultee database</p>	<p><b>4. Amend consultee list</b></p> <p><b>5. Entries for both WWT and WSBRC are now on the LDF consultee database</b></p>
10	East Dorset District Council	Support	In support of the document	The support of the respondent is welcomed	<b>None required</b>
9	Hale Parish Council	Neutral	<p>1. A most comprehensive document</p> <p>2. Encouraging community input and the resources that will be required to achieve this needs to be cost effective and as open as it is practically possible. The answer to this really rests on whether or not sufficient value is put on the outcome of the consultation community input. If this input ultimately carries little weight then any resource put in is wasted.</p>	<p>1. The support of the respondent is welcomed</p> <p>2. SDC is committed to achieving the aims set out within the SCI and increasing participation in the community.</p>	<p><b>1. None required</b></p> <p><b>2. None required</b></p>
2&8	South West Regional Assembly	Support	<p>1. Section 2: whilst I recognise the need for plain English, technically DPDs need to be in 'general conformity' with the RSS, rather than 'consistent' with it.</p> <p>2. In the glossary of terms, for RSS it may be helpful to make reference to the South West Regional Assembly (as Regional</p>	<p>1. Agree that the text should be amended.</p> <p>2. Agree that text should be added to RSS to make reference to the SWRA being responsible for preparation of the Regional</p>	<p><b>1. Text in 3<sup>rd</sup> para of 2.1 should be amended to read that DPDs should be in 'general conformity' with the RSS rather than 'consistent' with it.</b></p> <p><b>2. Add 'The South West Regional Assembly, as Regional Planning Body,</b></p>

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			Planning Body) being responsible for preparation of the Regional Spatial Strategy- this would provide a useful context for the term.	Spatial Strategy.	<b>is responsible for the preparation of the Regional Spatial Strategy' at the end of RSS definition.</b>
7	Christchurch Borough Council	Neutral	Would be useful if the diagram of involvement under para 4.5 set out the specific documents scheduled for production in the LDS and the timetable for their production. This would enable stakeholders and members of the community to identify their opportunity for involvement.	Given that the timetable in the LDS may change in light of shifting priorities, the inclusion of a timetable in the SCI would make the document out of date. The broad structure of the LDF as a whole is already set out in section 2.2	<b>None required</b>
6	Whiteparish Parish Council	Neutral	Page 8, para 3.3, Local Community Plans, Parish Plans and Market Town Initiatives, the six community areas are listed in brackets. Please substitute 'Southern' for 'Downton' community area.	The error is noted and 'Downton' will be replaced with 'Southern'	<b>Correct Community Plan names at the start of section 3.3 to Stonehenge, Southern, Mere &amp; District, Salisbury City, Nadder Valley, and Four Rivers</b>
5	South West RSL Planning Consortium	Object	As agents for the South West RSL Planning Consortium, we wish to be consulted at all stages of the production of the LDF.	The SW RSL consortium is already listed under appendix A f).	<b>None required</b>
4	North Dorset District Council	Support	A short and clear document	The support of the respondent is welcomed	<b>None required</b>
32	Home Builders Federation	Objection	The references to pre-application public consultation should clarify that such exercises are not mandatory and that an otherwise valid planning application will not be turned away for the lack of pre-application consultation.	Section 5 addresses planning applications in development control and does state that 'Salisbury District Council <b>encourages</b> applicants for any proposal to informally consult with neighbours in the first instance to build a consensus view about the proposal, prior to its submission'. This statement clarifies that pre-application consultation is not mandatory.	<b>Revised statement considered under representation 23 takes this matter into account</b>

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36	Godshill Parish Council	Neutral	<p>1. Could 'Downton Residents against traffic' be added to the consultation list?</p> <p>2. Replace the tick in a box with a tick in the 'Information at libraries, halls etc.' column in the table on page 14.</p>	<p>1. The request to be included on the database is reasonable.</p> <p>2. All documents at every stage will be place in council offices, information centres and local libraries, however the intention in time is to work with local groups to find out where further copies could be placed where they will be read. On this basis an 'optional' approach was taken to ensure that readers did not assume that there would be copies placed, for example, in all village halls.</p>	<p><b>1. Add 'Downton Residents against traffic' to the consultation database.</b></p> <p><b>2. None required</b></p>
33, 34, 35	Pegasus Planning Group- response on behalf of Persimmon Homes, Longford Estate and Amesbury Property Company	Support	<p>1. SDC is commended for producing a succinct, clear and easily understood document.</p> <p>2. It would be clearer and easier to reference if each individual paragraph or sub-paragraph were clearly numbered rather than just the sub-section headings that will aid the Examination in Public Inspector.</p> <p>3. Object to para 1.1 and suggest the final sentence is amended to include reference to landowners and developers working together with the Council and community.</p> <p>4. Welcomes the revisions to para 1.2</p> <p>5. Welcomes section 1.3. However the final sentence of the penultimate paragraph should be deleted, as it is unnecessary.</p>	<p>1. The support of the respondent is welcomed</p> <p>2. The council has tried to write the SCI using short sections and bullet points which make the document readily accessible as it is.</p> <p>3. The term community used in the final sentence of para 1.1 does not simply refer to the local community, but also to the extended community, which is defined in para 1.2. The extended community does include developers and landowners. Therefore it is not necessary to amend the final sentence, as this would be repeating information already in the document.</p> <p>4. The support of the respondent is welcomed</p> <p>5. The council does believe that dialogue can help people to understand issues and why decisions are made. This point is not accepted.</p>	<p><b>1. None required</b></p> <p><b>2. None required</b></p> <p><b>3. None required</b></p> <p><b>4. None required</b></p> <p><b>5. None required</b></p>

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			<p>6. Support para 1.4</p> <p>7. The fourth key objective in para 1.5 should be refined to inform key stakeholders when their views are being considered so that they may attend cabinet or other meetings.</p> <p>8. Object to the 2<sup>nd</sup> paragraph of section 2.1 overview. It should state 'consistent with international, national and regional policies and guidelines.' There are a number of international designations in Salisbury District.</p> <p>9. Object to 2<sup>nd</sup> bullet point in 2.1. It should be rephrased to inform the SCI user that the Council's Local Development Scheme will be regularly reviewed in conjunction with the Annual Monitoring Report process.</p> <p>10. Support 2.2</p> <p>11. Support 2.3 regarding the Sustainability Appraisal.</p> <p>12. Object to the omission of specific reference to the UK Strategy for Sustainable Development and the regional level in section 3.</p> <p>13. Object to the final paragraph in 3.2. The final sentence should be further revised to clarify that applicants will only be expected to contribute towards items or requirements that are directly and reasonably related to the development in question.</p>	<p>6. The support of the respondent is welcomed</p> <p>7. Attendance at meetings is to be encouraged and so it is reasonable to include reference to this in the objective.</p> <p>8. International conventions and policies are normally transposed into UK acts of parliament or regulations. (eg SEA, Habitats Directive, Unesco WHS, etc)</p> <p>9. Section 4.3c) deals with this matter in more detail. In response to this point it is proposed that the word 'prepare' is replaced with the word 'review' in bullet point one of section 4.3c).</p> <p>10. The support of the respondent is welcomed</p> <p>11. The support of the respondent is welcomed</p> <p>12. The examples in section 3.4 are meant to illustrate the range of strategies and plans the LDF will have regard. The Sustainability Appraisal will ensure that the full range of strategies and plans are addressed.</p> <p>13. It is felt that the paragraph clearly states that developers will be expected to contribute to delivering specific objectives and the planning authority are capable of negotiating with developers what this contribution should be within the existing regulatory framework.</p>	<p><b>6. None required</b></p> <p><b>7. add to bullet 4 in section 1.5 "...timely manner <i>when decisions will be made and</i> of how their views..."</b></p> <p><b>8. None required</b></p> <p><b>9. Replace 'prepare' with 'review' in 1st bullet point of section 4.3c</b></p> <p><b>10. None required</b></p> <p><b>11. None required</b></p> <p><b>12. None required</b></p> <p><b>13. None required</b></p>

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			14. Object to 3.3. The 2 <sup>nd</sup> paragraph should be further revised to acknowledge that locally produced documents should not be used as a vehicle to inhibit developments required for strategic reasons through the RSS. However, it is accepted that a positive approach to development at a local level can help successfully integrate development with the existing built up area.	14. There is no suggestion in this paragraph that locally produced documents will be used as a vehicle to inhibit development. The paragraph states that the main benefit of these documents is that they will allow greater local ownership of the issues in their area and therefore produce development, which is more responsive to the communities needs.	<b>14. None required</b>
			15. Support comments in respect of the Market Towns initiative.	15. The support of the respondent is welcomed	<b>15. None required</b>
			16. Object to the table in 4.3 and consider the document fails Test of Soundness (V). It would be clearer if there was a separate stage between Submission Draft and the Examination in Public stages explaining that “new sites or alternative prospects will need to be the subject of further consultation period”. It is important that developers are given the opportunity to present their case to the local community on the merits of their proposals being promoted through the LDF.	16. The submission draft stage in the table in section 4.3a) takes account of the point that developers need to be given the opportunity to present their case by stating that new sites or alternative proposals introduced by third parties will be the subject of a further consultation period.	<b>16. None required</b>
			17. Consider the approach to preparing Supplementary Planning Documents fail Test of Soundness (V). Where significant changes are made to a Draft SPD, these should also be subject to further consultation before it is adopted.	17. The LDF aims to reduce the time taken to produce documents, which closely reflect the needs of the community. The consultation period for a draft SPD allows any major issues to be raised, which can then be dealt with. Once this has been done it is normally not necessary to consult the public again as it is anticipated that all issues would have been addressed. This is in accordance with the regulations.	<b>17. None required</b>
			18. Comments regarding the Local Development Scheme need to be kept under review and adjusted to reflect any slippages in the programme or new policy requirements	18. The LDS does state that it will be amended. Replace the word ‘prepare’ with the word ‘review’ in bullet point one of section 4.3c)	<b>18. Replace ‘prepare’ with ‘review’ in 1st bullet point of section 4.3c</b>

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	Persimmon Homes only		<p>requirements.</p> <p>19. It is essential that Key Stakeholders such as developers, are consulted when formulating the AMR.</p> <p>20. Evidence Base information should be freely available for everybody. The comments of consultees on research work should also be made public.</p> <p>21. Support the testing of soundness through clear and transparent conclusions.</p> <p>22. Object to 4.4. The comments regarding 'Professional Objectors' should be deleted from the SCI. The SCI should be forward looking and not dwell on the past or refer to the previous system. The wording regarding the previous system should be deleted.</p> <p>23. Object to the Methods of Engagement matrix. The 'Making Information Available' information at libraries should not be optional, but should be shown as a tick. Local meetings and exhibitions should be optional for district wide policy formulation and refinements.</p> <p>24. Focus groups should be adopted as an optional approach to the site selection and Annual Monitoring Reports. It should be shown in the Matrix that the council will utilise stakeholder site requirements for</p>	<p>19. The council has a database of consultees who will be consulted on all documents which are thought to be relevant to them. SDC also advertises the consultation period and makes the documents available to the public.</p> <p>20. The comments on research work do not necessarily reflect the views of SDC and so making these public could add confusion to the intentions of SDC with regards to the future development of the district.</p> <p>21. The support of the respondent is welcomed</p> <p>22. Referring to the previous system highlights the main obstacles encountered. The information given shows that the SCI is committed to changing this past situation and producing more inclusive consultation.</p> <p>23. All documents at every stage will be place in council offices, information centres and local libraries, however the intention in time is to work with local groups to find out where further copies could be placed where they will be read. On this basis an 'optional' approach was taken to ensure that readers did not assume that there would be copies placed, for example, in all village halls.</p> <p>24. Focus groups in the context of this document are more concerned with gathering together key interests in an subject area to get a really in depth understanding of issues. In the case of site specific matters the views</p>	<p><b>19. None required</b></p> <p><b>20. None required</b></p> <p><b>21. None required</b></p> <p><b>22. None required</b></p> <p><b>23. None required</b></p> <p><b>24. None required</b></p>

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			<p>Area Specific Proposals, the preparation of SPD's and AMR's.</p> <p>25. Object to the final paragraph of section 4.5. Should be amended to state the attendees will be sent a 'full' record of the workshops or public meetings, rather than a summary.</p> <p>26. Object to the proposed approach to major planning applications on page 17. Text should be amended to refer to the Council maintaining a 'Watching Brief' in the developer consultation process.</p> <p>27. Object to 5.3. The SCI should refer to the use of Special Meetings, for the consideration of large scale strategic sites. Public participation should not be restricted to six minutes on larger schemes of district wide importance. The section should also refer to occasional presentations from developers to the Committee.</p>	<p>of the affected community as a whole are critical so a focus group is not appropriate here. A focus group on the AMR may not be of value as the content is quite factual – broader forms of consultation are considered more appropriate.</p> <p>25. Attendees will be sent a record, which will fully address their comments. However, summarisation to some degree is required as full transcripts of such events are not normally made. .</p> <p>26. In light of comments raised in response to representation 23 above a new section 4.5 has been included which addresses consultation in respect of major applications</p> <p>27. The committee process does allow for contributions to be made by participants, however the democratic process needs to be fair, objective and balance the relative benefits of proposals. As far as public speaking rights at committee are concerned three minutes, for and against is allowed to ensure fair balance of views from either side.</p>	<p><b>25. None required</b></p> <p><b>26. Delete text in bullet point and cross refer to new section 5.3</b></p> <p><b>27. None required</b></p>
36	Partnership Manager of South Wiltshire Strategic Alliance to draft SCI	Support	<p>1. Welcomes the SCI as a step in the right direction to improve community involvement in planning matters.</p> <p>2. Appendix A, include the following contact under 'Community and residents Associations': Stratford Social Club, Friary Residents Association, Close Preservation Society, Waterloo Road Action Group and Bemerton Heath Residents Association. Under 'Special interest groups' include Wiltshire Assembly of Youth (WAY).</p>	<p>1. The support of the respondent is welcomed</p> <p>2. The inclusion of these groups in appendix A is accepted.</p>	<p><b>1. None required</b></p> <p><b>2. Add groups identified to appendix A</b></p>



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			<p>3. Information on how and when the community will be consulted should be made clearer and less complex. An executive summary should be provided.</p> <p>4. Good range of consultation methods proposed in appendix B. Add Parish magazines and residents associations' newsletters to Local advertising. Focus groups/stakeholder workshops should have listed as an advantage that these methods can target hard to reach or minority groups.</p> <p>5. How the views of people will be fed into the preparation of planning policies and the determination of planning applications should be made clearer.</p> <p>6. Section 6- what does 'assess each exercise' mean? And 'continuously refine'? It sounds good, but unrealistic given resource constraints.</p> <p>7. The final document needs to be written in plain English and approved by the plain English Campaign (Crystal Mark).</p>	<p>3. SDC have aimed to produce a document which is easily understood by all members of the community however it must be sufficiently detailed to meet expectations as set out in this appraisal of feedback. Nevertheless, on adoption the council will further publicise the SCI's intentions in a plain English leaflet format, particularly focused on sections 4 and 5.</p> <p>4. Agree to add suggestions to consultation methods.</p> <p>5. The document will be reviewed to identify any sections, which can be made clearer.</p> <p>6. The phrase 'Assess each exercise' will mean that the council will look at the success of each exercise undertaken and suggest ways it could be improved next time around. The phrase 'continuously refine' means that the council will seek to improve the service offered and engage a wider number of the community.</p> <p>7. Officers feel that the document is now as clear as it can be given the subject matter and that the proposed summary leaflet will be better able to reach out to the general public</p>	<p><b>3. None required at this stage – will prepare an summary leaflet after adoption</b></p> <p><b>4. Add parish magazines and residents associations newsletters to local advertising and add proposed text to the advantages column of Focus groups/stakeholder workshops.</b></p> <p><b>5. Review documents to identify areas which can be made clearer.</b></p> <p><b>6. None required</b></p> <p><b>7. None required</b></p>

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			<p>8. There needs to be information about how to obtain the information in brail, large text and in other languages.</p> <p>9. The font size for the draft is too small for the general public.</p> <p>10. The timescales for consultation on planning applications (especially FASTRACK) are not in line with the requirements of the Wiltshire Compact (8-12 weeks).</p> <p>11. The glossary is a very useful resource, but can words that are listed be identified in some way so that readers know they can look up difficult words there.</p> <p>12. Section 2.0- should there be a reference to WCC's role in relation to Minerals and Waste planning?</p> <p>13. Section 2.1- the text in the diagram is too small. Will the final document be in colour, if not the colour coding won't work.</p> <p>14. Section 3.0- add that 'The community strategies and Community Area Plan, as well as more information on community planning, are available at <a href="http://www.salisbury.gov.uk/community-planning">http://www.salisbury.gov.uk/community-planning</a></p> <p>15. Section 3.2: Note that the SWSA/SDC vision has now been reviewed. Use the following wording: 'A place where a rich heritage, vibrant cultural life and</p>	<p>8. A page addressing this issue was prepared but a formatting error meant that it was left out and it will be reinstated</p> <p>9. The design and layout of the document was improved prior to the submission stage.</p> <p>10. The LDF process and planning application timescales are defined by legislation and thus cannot be fully compliant with the Compact.</p> <p>11. Highlighting words in the main text would cause confusion between headings, subheadings and the main text. Readers should assume that difficult words are in the glossary.</p> <p>12. This is not relevant in this context. It is only relevant at county level but does not form part of district policy.</p> <p>13. The final version of the document will be colour coded, which will make the text in the diagrams clearer.</p> <p>14. Agree to add suggested text</p> <p>15. Replace current vision with suggested text</p>	<p><b>8. Reinstate information on how to obtain information in large font, brail and other languages.</b></p> <p><b>9. None required</b></p> <p><b>10. Reference to the difference in timescales for consultation in section 3.5</b></p> <p><b>11. None required</b></p> <p><b>12. None required</b></p> <p><b>13. None required at this stage – final version will utilise full colour</b></p> <p><b>14. Add suggested text</b></p> <p><b>15. Replace 2<sup>nd</sup> paragraph of 3.2 with the suggested text.</b></p>

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			<p>magnificent environment is supported by: a thriving economy, lively, diverse and safe communities providing equal opportunities for all; and strong public agencies and voluntary bodies co-operating in the delivery of practical support for those in need.</p> <p>16. Section 3.3: The names of the community planning areas should be changed to read; Stonehenge, Southern, Mere and district, Salisbury City, Nadder Valley and Four Rivers.</p> <p>17. Section 3.4/3.5: Websites should be given for all the key plans and strategies listed so those interested can find out more.</p> <p>18. Section 4.3: the tables under the heading 'when will we be consulting' does not contain any timescales or dates. Should the heading be 'at what stage will we be consulting?' or inset dates.</p> <p>19. Section 4.4: Welcome the wide range of proposed methods of engagement. Why can't the council commit to giving the Local Development process publicity in council mailings?</p> <p>20. Section 5.2: the term Ward Member is jargon and should be replaced by District Councillor.</p> <p>21. Appendix A- list the consultees alphabetically.</p>	<p>16. Downton will be changed to Southern, but all other names will remain, as they are accurate.</p> <p>17. The document states that the councils documents can be found on the website. It is not necessary to list them as they can be easily found on the website. Also website addresses often change as new version of the document are produced so the information would become out of date.</p> <p>18. The title will be changed to 'At what stage will we be consulting?'</p> <p>19. The support of the respondent is welcomed. The council cannot commit to giving the Local Development process publicity in council mailings, as timings may not always be aligned.</p> <p>20. Agree to replace words</p> <p>21. The respondents comment is noted</p>	<p><b>16. In section 3.3 replace community plan names</b></p> <p><b>17. None required</b></p> <p><b>18. Change the title to 'At what stage will we be consulting?'</b></p> <p><b>19. None required</b></p> <p><b>20. Replace Ward member with District Councillor</b></p> <p><b>21. Listing the consultees in Appendix A alphabetically</b></p>

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			<p>22. Appendix D: Very useful section. Should it be referred to more than one in the document to draw the readers attention to it?</p> <p>23. In the glossary replace the definition for SWSA with: The Alliance is the Local Strategic Partnership for the district. It comprises elements of the public, private, voluntary and community sectors (e.g. councils, police, college, health, churches). Its aim is to improve the quality of life of all local people by promoting joined-up working at a local level. It published community area plans and a community strategy in 2005'.</p> <p>24. The Wiltshire Community Strategy is currently being reviewed- can an amended summary be included when this becomes available.</p>	<p>22. The support of the respondent is welcomed. Appendix D is only referred to once in the document because it refers to specialised services, which will not apply to the majority of the community.</p> <p>23. Agree to replace definition</p> <p>24.If the timing of the document is right, the council will include a summary.</p>	<p><b>22. None required</b></p> <p><b>23. Replace definition with proposed wording.</b></p> <p><b>24. Include a summary if timing allows.</b></p>