

Teignbridge District Council

Statement of Community Involvement

Adopted 21st February 2011

Introduction

This Statement of Community Involvement contains our policies on consultation and involvement about planning policy documents and planning applications (except for decisions on minerals, waste and other County matters, see Devon County Council for details on those). It exceeds the minimum legal requirements for consultation set out in the Planning Acts and regulations. For applications and Development Plans within Dartmoor National Park, contact the Park Authority for more information.

It has been kept deliberately short to ensure that as many people as possible will read it and understand our approach. It takes account of our Engagement Strategy, published separately.



General Principles of planning consultations

We will apply some general principles to our planning consultations. Where consultations are being undertaken by others, we will expect them to apply these, too.

- Involvement will be open to all regardless of gender, faith, race, disability, sexuality, age, rural isolation and social deprivation.
- We will seek views of interested and affected parties as early as possible.
- We will choose consultation processes by balancing cost and time constraints, community impact and our level of discretion on the outcome.
- Consultation publications will be clear and concise and avoid unnecessary jargon, without understating the complexities of any decision.
- We will inform people who respond to consultations of later stages.

Development Plan Documents and Statement of Community Involvement

We prepare Development Plan Documents containing policies for development and related issues. They must be supported by evidence and generally accord with national policies. Consultation is required at various stages in their preparation, including “Proposed Submission” stage, after which they are submitted to the Government. An independent Planning Inspector then carries out an Examination into the document, considering the views of interested people. The final decision is made by that Inspector. The Statement of Community Involvement has a similar process, except that there is no submission to the Government or Planning Inspector involvement. You can find more detailed guidance on the minimum legal requirements here:

<http://www.pas.gov.uk>

The following approach applies to both types of documents.

Who we will consult

- Statutory organisations including councils, infrastructure providers and government bodies as legally required or otherwise appropriate;
- Organisations representing local geographical, economic, social and other communities or other relevant interests;
- Local businesses, voluntary and other organisations;
- Others who have expressed an interest in the subject matter.
- The general public;

How we will consult

- Before starting consultation, we will prepare a consultation strategy, including legal and Statement of Community Involvement requirements. We will keep this under review.
- We will contact appropriate organisations and individuals direct.
- We will publicise consultations by methods such as leaflets, website, posters, displays, commercial, community and social media, existing community groups, community events and joining with other consultations.
- We will leave consultation documents on display at locations open to the public like council offices and libraries.
- Consultation documents will be sold at a price reflecting publication costs and made available for download on the Council's website.
- If asked we will give copies of consultation documents to community groups, councils and other statutory organisations.
- We will consider organising or supporting other consultation events, such as

community based planning meetings.

- We will publish comments received or a summary as soon as feasible. We will explain how these comments have been taken into account when decisions are taken.

When we will consult

- First, we will ask for ideas, views and information from appropriate organisations, individuals and communities.
- After considering the initial comments and the relevance of previous consultation results we will consult on document(s) which explain issues to be considered and which may include potential options.
- We will consider the need to prepare documents for additional consultation stages setting out further options, information, greater detail or a preferred option or other useful content.
- We will formally publish the "Proposed Submission" document (or equivalent under any revision to the relevant regulations) for representations once we think there has been enough community involvement.



Supplementary Planning Documents

We prepare Supplementary Planning Documents giving more detailed advice than contained in a Development Plan Document. Again, they must be supported by appropriate evidence and generally accord with national policies.

We will carry out at least one stage of consultation before we adopt. A planning inspector is not involved. You can find more detailed guidance on the minimum legal requirements here:

<http://www.pas.gov.uk/pas/core/page.do?pagelid=109798>



Our approach is set out in the following points.

Who we will consult

- Statutory organisations including councils, infrastructure providers and government bodies as legally required or otherwise appropriate;
- Organisations representing local geographical, economic, social and other communities or other relevant interests;
- Local businesses, voluntary and other organisations;
- Others who have expressed an interest in the subject matter.
- The general public;

How we will consult

- Before starting consultation, we will prepare a consultation strategy for the Supplementary Planning Document, including legal and Statement of Community Involvement requirements. We will keep this under review.
- We will contact appropriate organisations and individuals direct.
- We will publicise consultations by methods such as leaflets, website, posters, displays, commercial, community and social media, existing community groups, community events and joining with other consultations.
- We will leave Consultation documents on display at locations open to the public like Council offices and Libraries.
- Consultation documents will be sold at a price reflecting publication costs and made available for download on the Council's website.
- If asked we will give copies of consultation documents to community groups, councils and other statutory organisations.
- We will consider organising or supporting other consultation events, such as community based planning meetings.
- We will publish comments received or a summary as soon as feasible. We will explain how these comments have been taken into account when decisions are taken.

When we will consult

- First, if appropriate, we will ask for ideas, views and information from appropriate organisations, individuals and communities.
- After looking at any initial comments and assessing the relevance of previous consultation results we may carry out informal consultation before we prepare a formal draft Supplementary Planning Document.

- We will then consult on a draft version of the Supplementary Planning Document.
- After considering the responses to the draft, we will consider the need for further consultation.
- Once we consider that there has been enough community involvement we will adopt the Supplementary Planning Document.

Planning Applications

On receipt of a planning application the Council must display a site notice or advise neighbours by letter and take account of any relevant consultation responses. In some cases, particularly major development proposals, there are extra publicity requirements. To ensure early public involvement on major development proposals or locally sensitive schemes the developer will be encouraged to carry out public consultations before making a planning application.

- Before making a major planning application (10+ dwellings or 1000+ square metres floorspace), prospective applicants should:
- Talk to the Council planning officers about their application, and consider these discussions when preparing their proposals.
- Talk directly with relevant statutory consultees to minimise technical objections to their application.
- In consultation with the Council, write a consultation strategy for their proposal, taking account of this Statement of Community Involvement. Keep this strategy under review.
- Consult the local community on overall and specific aspects of the proposal in

accordance with their consultation strategy.

- Consider the consultation responses received, and take them into account before making their planning application.
- Before making other types of planning application, prospective applicants should also consult both the Council planning officers and people likely to be affected and consider their views before finalising the proposal. The latter may be as simple as talking over plans with a neighbour.
- Planning applications should be accompanied by a document explaining what consultation has been carried out by the applicant, including technical and public involvement and how it has influenced the planning application proposals.
- In addition to the site notice and/or neighbour notifications the Council will publicise a weekly list of planning applications on our website and in other public places.
- Planning applications are public documents and can be viewed at the Council offices and on the Council's website.
- The Council will consider the submitted consultation statement in addition to any comments received on the planning application.
- The Council will allow applicants and objectors to make a short statement on planning applications which are considered by the Development Control Committee.
- The Council will publish the decisions on all planning applications on its web site which will, where required, include the reasons for the decision.