

Statement of Community Involvement – Submission Draft (November 2005)



Representation Form

Please use this form to object or make representations on the Statement of Community Involvement (SCI) – Submission Draft (November 2005), which the District Council has submitted to the Secretary of State for independent examination. Please note the general guidance at the end of the form, as well as the following notes.

The document and this representation form, can be downloaded from the Council's website www.southlakeland.gov.uk/ldf, or inspected at South Lakeland House in Kendal, Ulverston Town Hall, or in the main libraries at Arnside, Grange over Sands, Kendal, Kirkby Lonsdale, Milnthorpe and Ulverston.

Please let us have your representation no later than **12 noon on Friday 23 December 2005**. Late representations may not be accepted. Your options are:

Website fill in the on-line form at www.southlakeland.gov.uk/ldf (*this method will save time and cost*)

Email download from the website, complete and email to us at the address below

Paper or fax or post the form to the address below – please use **CAPITALS** and **BLACK INK**

Development Plans Manager
South Lakeland District Council
South Lakeland House
Lowther Street
Kendal, LA9 4DL

Tel: 01539 733333 x 7490
Fax: 01539 717355
Email: developmentplans@southlakeland.gov.uk

It is important you use a **separate form** for each representation. You can make copies or contact us for more.

Please note:

- So that we can keep you informed of progress, please ensure you provide us with your name and contact details below. If you want your details to be removed from our database, please email us.
- Consultation responses will be made publicly available - we cannot treat responses as confidential.
- We will use personal information, in accordance with the Data Protection Act 1998, to help prepare the South Lakeland Local Development Framework.

1.	Personal Details	Agents Details (if applicable)
Title	<input type="text"/>	<input type="text"/>
First Name	<input type="text"/>	<input type="text"/>
Surname	<input type="text"/>	<input type="text"/>
Job Title	<input type="text"/>	<input type="text"/>
Organisation	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
Telephone No.	<input type="text"/>	<input type="text"/>
Fax No.	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>

2. Nature of Representation

Please select one of the following – are you either? (place a cross in relevant box)

i. **Supporting** part of the SCI;

ii. or **Objecting** to part of the SCI;

If so to which part of the SCI does your representation relate:

Section:

Paragraph:

If so to which part of the SCI does your representation relate:

Section:

Paragraph:

iii. or Objecting to the **omission** of a section or text

If so where should the new section or text go in the SCI (please be as precise as possible):

3. Reason for Objection

If you are objecting to the SCI, please specify which of the following tests of soundness you consider that this part of the SCI does not meet (see also extra guidance notes at the end of the form).

- it does not comply with the minimum requirements for consultations as set out in the Town and Country Planning (Local Development) (England) Regulations 2004
- its strategy for community involvement does not link with other community involvement initiatives (e.g. the community strategy)
- it does not identify in general terms which local community groups and other bodies will be consulted
- it does not identify how the community and other bodies can be involved in a timely and accessible manner
- the methods of consultation to be employed are not suitable for the intended audience or for the different stages in the preparation of local development documents
- it does not demonstrate that resources are available to manage community involvement effectively
- it does not show how the results of community involvement will be fed into the preparation of development plan documents and supplementary planning documents
- it does not set out a mechanism for reviewing the SCI
- it does not clearly describe the policy for consultation on planning applications

4. Changes to SCI

Please give details of what change(s) you would like to see to the SCI and why, having regard to the tests of soundness listed above (please be as precise as possible):

(Continue on separate sheet if necessary)

5. Independent Examination

A Planning Inspector will determine the most appropriate procedure for considering representations at an examination.

Do you consider that your representation can be considered by written representations?

Yes No

If no, please outline why you consider it necessary to attend the Examination:

6. Future Correspondence

Please put cross, if you would like to be informed: (mark one only)

(Please ensure that you have provided a contact address at the top of this form if necessary)

- When the planning inspector has published the recommendations following independent examination of the SCI
- When the SCI has been adopted by the District Council
- Both of the above
- No, please **do not** contact me again

Signature:

Date:

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/05

General advice on making representations on a Statement of Community Involvement

If you wish to object to a SCI or part of a SCI you should make clear in what way the SCI or part of the SCI is not sound having regard to the tests set out above. You should try to support your objection by evidence showing why the SCI should be changed. It will be helpful if you also say precisely how you think the SCI should be changed. In considering whether you wish to make representations on a SCI you may wish to consider the following principles for community involvement which are set out in the document "Community Involvement in Planning: The Government's objectives"¹T.

Principles of community involvement

Community involvement that is appropriate to the level of planning. Different arrangements for and levels of community involvement will be appropriate depending on the nature of the planning process involved and the authority's circumstances. Planning authorities should ensure that arrangements are built on a clear understanding of the needs of the community, and put in place arrangements which are fit for purpose.

Front loading of involvement. Community involvement policies should provide opportunities for participation in identifying issues and debating options from the earliest stages. Community involvement should happen at a point at which people recognise that they have the potential to make a difference and, crucially, to experience a sense of ownership of local policy decisions.

The methods used to encourage involvement should be relevant to their experience. Consideration should be given to how people are most likely to get involved and what facilities are available to them and to working with agencies such as Planning Aid that can help communities. There is no 'one size fits all' solution if a genuine dialogue is to be established and maintained.

Clearly articulated opportunities for continuing involvement. The process should allow local communities to see how ideas have developed at the various stages, with effective feedback. There should be clear formal stages when involvement should take place, based on the statutory requirements. These stages must occur as part of a continuous programme, not a series of disjointed, one off steps. A 'tick box' mentality, which regards community involvement as simply a process stop to be ticked off, is not acceptable.

Transparency and accessibility. The process should be clear, so that people know when they will be able to participate, and the ground rules for doing so. Involvement in the planning system should extend beyond those who are familiar with the system, to difficult to reach groups.

Planning for involvement. Community involvement should be planned in from the start of the process for plan preparation or consideration of significant development proposals, to enable timely involvement. Consideration should be given to how processes for community involvement in planning can best fit with other involvement processes, particularly in respect of Community Strategies. Project plans should avoid unnecessarily long, drawn out processes.

¹ Published by ODPM in 2004 and available on the ODPM website www.odpm.gov.uk