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Introduction

What is an SCI?

- 1 A Statement of Community Involvement (SCI) sets out how and when anyone with an interest in planning in the district can have their say on:
 - Applications for planning permission for development (planning applications);
 - Planning appeals (when planning permission is refused and the applicant appeals to the Secretary of State),
 - Planning enforcement; and
 - Plans made by the Council for the future development and / or protection of the area (the Local Development Framework (LDF)).

- 2 The SCI formalises proposals for consulting the public on planning matters, and builds on Planning Services' existing consultation practices. The SCI includes examples and case studies of how the Council already consults and involves the public, to illustrate how the consultation guidelines set out in the SCI could be applied in practice.

How did we consult on the SCI?

- 3 The draft SCI was open for a 6 week consultation between 27 May and 8 July 2009.
- 4 All the consultees and organisations registered on the LDF mailing list (1,000+) received either a notification email or letter letting them know about the consultation. When emails could not be delivered, for example, if the consultee had changed their email address, a letter was sent to their postal address, where known.

- 5 Although the consultation was predominantly run on-line, reference copies of the draft SCI were available at the Basildon Centre, in the main libraries in the District (Basildon, Billericay, Wickford and Pitsea), in St George's Community Area Housing Offices (Basildon, Laindon and Pitsea) and in the Tenant Resource Centre, Basildon. In addition, paper copies were available from the Basildon Centre and the Forward Plans Team.

Consultation responses

- 6 Consultations on SCIs tend to have low response rates. Having said that, 24 people/organisations have responded, making 224 comments.

Method of response:

- 4 consultation form (paper)
- 5 emails
- 15 online via consultation portal

Comments were received from:(in no particular order):

Regional/National Organisations

- East of England Development Agency (EEDA)
- Sport England (East Region)
- Highways Agency
- The Theatres Trust
- Coal Authority (1)
- Friends, Families and Travellers

1 The Council is required to consult with the Coal Authority under regulation 2 (1) Town and Country Planning (Local Development) (England) Regulations 2004, as amended in 2008 & 2009

Local people/organisations

- 10 members of the public
- Billericay Town Council
- Ramsden Crays Parish Council
- Essex County Council - Heritage & Conservation Dept
- Castle Point Borough Council
- Basildon & Thurrock University Hospital
- Moat Housing (a Registered Social Landlord with properties in the District)
- Billericay and District Residents' Association (BDRA)
- Campaign to Protect Rural England (CPRE) (Basildon)

Summary of Results

- 7 The following section provides a summary of the main points raised and how they have been addressed in the SCI.

Overall

- 8 Many helpful suggestions were made for improving consultations and the SCI itself, which have been incorporated into the final SCI.
- 9 Not all the suggestions/ comments resulted in changes to the SCI. For example, a number of helpful suggestions were made to make PublicAccess and the on-line consultation system more user friendly. These suggestions have been forwarded to the software providers. Other concerns raised about the level of information about planning on the Council's website and the attachment of section 106 agreements to the planning permission in Public Access will be addressed in due course as resources allow.

Want to know more about planning?

Question 1 Is this section helpful? Are there any other sources of information on planning that we could include?

- This section was well received. Some additional sources of information were suggested, and these will be included in the final SCI.

Planning Applications & Appeals

Question 2 Do you agree with the Council's approach to pre-application advice and discussions?

- The majority of consultees broadly agreed with the Council's approach.
- The main points raised were that pre-application advice and discussions should not be limited to major applications; they should be provided for householder applications; and they should also consider residents' views. Some minor revisions have been made.

Question 3 Does this section clearly explain how you can comment on a planning application?

- The majority of people found this section clear.
- However, concern was raised about the length of time given for commenting on applications (3 weeks). It is not possible to extend the 21 day consultation period, due to the need to make timely decisions on planning applications.
- Finally, the point was raised as to how an interested party could comment on an application if they have not been informed about it in advance. Letter delivery is recognised as an issue and other avenues for the delivery of letters are being pursued.

Question 4 Do you agree with the Council's approach to objections and supports?

- Generally the Council's approach was agreed with.
- Additional information was requested on a number of issues. Where relevant to the SCI, these have resulted in changes. Where it may not have been relevant to change the SCI further information is given in the response to each comment.

Question 5 Do you have any comments about how you can be notified about these different types of applications?

- A number of suggestions were made about which properties in the locality should be notified of a planning application and how planning applications could be publicised. These have been responded to in detail in the Council's response.
- Timeliness of notifications was of concern. Letter delivery is recognised as an issue and other avenues for the delivery of letters are being pursued.

Question 6 Do you have any views about the Council's approach to applications to be determined by the Development Control and Traffic Management Committee (DCTM)?

- Respondents asked for some specific points to be clarified in the text, which have resulted in SCI changes.
- Clarification was requested on when an application would be decided by DCTM. An additional appendix has been added, containing an extract from the Council's constitution (July 2009)

which sets out when applications will be determined by a delegated officer, by the Chairman of DCTM and by the DCTM itself

- An issue with postal notifications for DCTM meetings was raised. Again, letter delivery is recognised as an issue and other avenues for the delivery of letters are being pursued.

Question 7 Do you have any views about how people will be notified of a decision on a planning application?

- Suggestions were made on how access to the decision and the information made available with the decision could be improved. Improvements are being investigated.

Question 8 Do you have any comments on how people will be notified of planning appeals?

- Respondents asked for detail on how notifications would be sent to be included in this section.

Question 9 Do you have any views about the Council's approach to community involvement in planning obligations?

- Several comments were made about the need to inform interested parties (eg the Parish Council, local community group or directly affected residents) of the details of section 106 agreements. As resources allow, s106 agreements will be added to the information on a planning permission in PublicAccess.
- The need for greater transparency in the s106 process was highlighted. This is recognised, and the publication of s106 agreements on PublicAccess (as resources allow) should improve this.

Planning Enforcement

Question 10 Do you have any views about how you can be involved in planning enforcement?

- A suggestion was made to enable planning complaints to be made using PublicAccess, which has been passed onto PublicAccess
- Concern was expressed about enforcement action not being carried out once a decision had been made. The reason for this has been explained in the the Council's response to comments made on this section.

Local Development Framework

Question 11 Do you have any comments about these ways of involving the public?

- Generally, consultees were supportive of this section.
- Suggestions were made for additional organisations and subjects to be included, where appropriate, these have been added to the SCI.
- The importance of involving the public, listening to their views and taking these into consideration was emphasised. As a result of specific comments (some to Q17) some changes have been made to the text.

Question 12 Do you have any views about our approach to engaging delivery stakeholders?

- It was pointed out that the Council should make a greater effort to explain the difference between engagement with delivery stakeholders and public engagement by means of consultations to avoid confusion and alarm. The text has been changed to

help. Comments were made about how important it is to ensure that engagement and consultation does not become one sided. The concerns have been recognised and will be taken into account when planning future consultations.

Question 13 Do you have any comments about how people will be involved in DPD or SPD preparation?

- Suggestions were made on how people/organisations could be notified of consultations. Where appropriate, the SCI text has been amended.
- Billericay consultees requested that a SPD based upon the Billericay Design Statement be developed. The Council has not intended to produce any SPDs at this stage, instead focusing its resources on the Core Strategy. The Council is looking at ways that the issues put forward can be addressed.

SCI Overall

Question 14 We aim to write publications that are clear and easy to understand. Did you find the format of the draft SCI easy, or reasonably easy, to follow? If not, what improvements could we make to it?

- Easy to follow 4
- Reasonably easy to follow 5
- Hard to follow 1
- On the whole consultees found the SCI easy, or reasonably easy, to follow.

Question 15 Was the SCI readable? If not, what improvements could we make to it?

- Easy to read 5
- Readable 3
- Hard to read 2
- On the whole consultees found the SCI easy to read or readable.
- Suggestions for improvement were made including adding pictures or graphics, making it shorter, putting it into layman's language and the location and formatting of the questions. These suggestions will be taken into consideration for future LDF consultations. However, due to the comprehensive nature of the SCI it is not possible to shorten it. We have endeavoured to make the SCI readable and included a glossary to help explain any technical term used.

Question 16 The SCI includes examples and case studies of how the Council already consults and involves the public, to illustrate how the consultation guidelines set out in the SCI could be applied in practice. Have you found the examples and case studies useful?

- The case studies were found to be useful by 6 out of 9 respondents.

Question 17 Do you have any other comments you would like to make on the SCI?

- Suggestions were made for providing electronic consultation documents in different file formats, for improving the way the consultation portal works and improving access to consultation documents. Requests were made for putting a wider range of planning documents on the Council's website. These have been considered and will be actioned as appropriate.

- EEDA emphasised the importance of regularly involving the whole community, using a wide range of consultation techniques, which supports the Council's approach to consultation.

- The Highways Agency suggested that a reference is added to the GDPO 1995, detailing which organisations should be consulted on different types of development. This has been added.

- Friends, Families and Travellers provided advice on how to consult with the Gypsy and Traveller communities. This advice will be taken into consideration for future consultations.

Appendices

Question 18 Are there any other terms or explanations we should include in the glossary?

- A number of additional terms were suggested for inclusion. The glossary has been expanded to include these.

Question 19 Are there any comments you wish to make on Appendix 2 - Selected Consultation Methods?

- Comments made included that all meetings should be minuted, including public views. This already occurs at DCTM meetings, and text has been added to make this clear.
- It was suggested that an indication should be given of which consultation method the Council is most committed to. This is not possible, as each different consultation may require a different combination of methods to be used.

Question 20 Do you have any comments you wish to make on Appendix 3 - Specific & General Consultees?

- Corrections and additions to the list of specific and general consultees were put forward, and these have been made.

Question 21 Do you have any comments you wish to make on Appendix 4 - Survey Results?

- Some consultees used this opportunity to state their preferred method of notification (email / post / local notice boards / post).
- Some consultees queried the inclusion of this data. Additional wording has been added to make it clear that this data will not be the only information used in planning future consultations.

Question 22 Do you have any comments you wish to make on Appendix 5 - DPD Public Participation?

- Varied responses were made to this appendix:
- Longer consultation periods are needed. This is not always possible, as some DPD consultations are set by the Regulations.
- Documents should be available in the libraries. Where possible, documents have been placed in the libraries, although this is not always possible due to space limitations in the smaller ones.

Question 23 Do you have any comments you wish to make on Appendix 6 - SPD Public Participation?

- It was felt that four weeks is not long enough for consultation. However, the Regulations limit SPD consultations to between four and six weeks only.

- Documents should be available in the libraries. Where possible, and if the Council produces SPD, these documents will be placed in the libraries, although this is not always possible due to space limitations.
- The changing terminology (eg SPG to SPD) is confusing. This is recognised, but the changes were made nationally, not locally.

Question 24 Do you have any comments you wish to make on Appendix 7 - SCI Public Participation?

- Respondents hoped for equal or greater consultation in the future, and firmly believed that residents should automatically be involved. The appendix listed the minimum consultation requirements in terms of public consultation, which the Council exceeded.

Consultation Responses

Want to know more about planning?

Question 1 Is this section helpful? Are there any other sources of information on planning that we could include?

Yes	No	Comments	Organisation / Consultee	Council's response
Y		Considered to be very comprehensive!	Mr A Nettleingham	
Y			Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
	N	All the main links are covered above.	Moat Housing Mr J Amos	
Y			Mr A Lee	
Y			Captain B Beale	
Y			Mr M Beiley	
Y		<ul style="list-style-type: none"> ● RCCE - for community-led plans; ● EERA - regarding the East of England Plan; ● EEDA - regarding the East of England Implementation Plan, Natural England. 	Billericay Town Council Mrs H Philpott	Links to these information sources will be added to this section, although reflecting the forthcoming abolition of EERA and changes to EEDA's role.
Y		<ul style="list-style-type: none"> ● RCCE - for community-led plans; ● EERA - regarding the East of England Plan; ● EEDA - regarding the East of England Implementation Plan, Natural England. 	Billericay District Residents' Association Mr J Buchanan	See response above.
Y		Section is helpful, but concentrates too much on internet. Addresses and phone numbers as alternatives would be useful.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	Addresses and phone numbers will be added to this section where available.

Yes	No	Comments	Organisation / Consultee	Council's response
Y		I found the list of sources you detailed to be useful. There may well be others, but I am not aware of them.	Mr P Stack	
Y		<p>Whilst this section is helpful in advising of the sources of information available, I have from my own experience found the sources themselves unable to assist fully.</p> <p>For example, Planning Aid did not have the resources or voluntary workers were limited by time. CPRE were unhelpful, saying they could not help me in planning matters. I found the Planning Portal confusing.</p>	Mrs P Missing	<p>Unfortunately charities that may be able to help can be limited by resources or the charity's own remit.</p> <p>We have passed on your comment regarding the Planning Portal. The Planning Portal website is to be updated in the near future and hopefully this will make all areas more user friendly.</p>

Planning Applications & Appeals

Question 2 Do you agree with the Council's approach to pre-application advice and discussions?

Yes	No	Comments	Organisation / Consultee	Council's response
Y			Mr A Nettleingham	
Y			Basilton and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
Y			Captain B Beale	
Y		Yes	Billericay Town Council Mrs H Philpott	
Y			Billericay District Residents' Association Mr J Buchanan	
Y		Broadly support Council's approach.	Campaign to Protect Rural England (Basilton Representative) Mr E Dixon	
Y		I agree with the Council's approach.	Mr P Stack	
Y		I feel it is very important that the pre-planning advice for all requests should be maintained wherever possible as this both enables the planning department and the designer to address appropriate issues before the full application is made and therefore save time and money for all involved in the longer term. This advice needs to apply not just for major applications. Although I appreciate that this needs to be subject to available resources.	Moat Housing Mr J Amos	Whilst commenting on minor proposals as pre-application advice is part of offering a good service, a lot of this may be un-necessary, as information on Planning Policy Statements and local policies and standards is freely available from existing sources. The Council needs to prioritise cases around limited resources, reasonably focusing on those that will meet the Council's objectives for the District.

Yes	No	Comments	Organisation / Consultee	Council's response
	N	<p>Pre-application discussions should not be mainly focused on developers. Such discussions are of special benefit to householder applications because they are often one-offs, whereas developers usually already know the procedures and just want to sweet talk the planning officers into seeing their point of view.</p>	Mr J Wiles	See response above.
Y		<p>I am not comfortable with part of this process.</p> <p>Earlier this year, a speculative proposal was made for a bio-mass plant near Gardiners Lane North by KTI. The prospective developer held discussions with Council officials but these were not made public until local residents complained.</p> <p>The developer subsequently made approaches to other local land owners, raising further concerns.</p> <p>Pre-consultation should include residents likely to be affected by proposals - this did not happen in Crays Hill when representatives of KTI made speculative proposals for a bio-mass plant.</p>	Mr M Beiley	<p>Consultation with the wider community, residents and stakeholders prior to the submission of a planning application is encouraged in the planning system, but the onus is on the prospective applicant or their agent to undertake this. The SCI has been amended to clarify this.</p> <p>If the Local Planning Authority did this, it would raise expectation that development is to take place when it might not.</p> <p>Responses given in pre-application advice are in accordance with the Council's policies and objectives, in addition to other material considerations.</p> <p>Pre-application discussions between a developer and the Council sometimes take place when the developer wants to talk in confidence about a scheme before deciding to submit a planning application, and may decide afterwards not to. On other occasions, discussion raises the quality of the proposed development.</p> <p>The formal consultation process on a planning application provides the opportunity for residents' views to be expressed, whether or not any pre-application discussions had taken place.</p>

Yes	No	Comments	Organisation / Consultee	Council's response
Y		I agree with the concept of pre-application advice and discussion, but the Council must be unbiased and consider residents' views. Again I have personal experience of this process, and feel I had been misled. Need transparency.	Mrs P Missing	See response above.
Y		We support this section and request to be involved with pre-applications relevant to our remit.	The Theatres Trust Miss R Freeman	Consultation with the wider community, residents and stakeholders prior to the submission of a planning application is encouraged in the planning system, but the onus is on the prospective applicant or their agent to undertake this. The SCI has been amended to clarify this.

Question 3 Does this section clearly explain how you can comment on a planning application?

Yes	No	Comments	Organisation / Consultee	Council's response
Y			Mr A Nettleingham	
Y			Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
Y		This section works and explains the process very well.	Moat Housing Mr J Amos	
Y			Captain B Beale	
Y			Mr A Lee	
Y		Yes	Billericay Town Council Mrs H Philpott	
Y			Billericay District Residents' Association Mr J Buchanan	
Y		This section does clearly explain how one can comment on planning applications.	Mr P Stack	
Y		Reasonably clear, though some may initially require help in navigating the website. Also under paragraph 25, three weeks can be inadequately for part-time volunteers to prepare an objection, especially where groups may meet bi-monthly.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	21 days is the standard consultation period for planning applications, having regard to an emphasis on making timely decisions with regard to Government-set targets for planning application decisions.

Yes	No	Comments	Organisation / Consultee	Council's response
Y		Yes, but does not show how to comment if you are not informed in advance.	Mrs P Missing	<p>The Council does its utmost to ensure that people are notified of applications that may affect them, and notification exceeds the minimum legal requirement.</p> <p>Where required, Planning Applications are published in the free local paper "The Yellow Advertiser."</p> <p>The Weekly List of planning applications is published on PublicAccess each week. Members of the public can check the weekly list to see what is being proposed to determine whether they would like to comment.</p>
		If we are not informed of planning applications in advance, how are we supposed to comment?	Mrs P Spriddell	See response above.

Question 4 Do you agree with the Council's approach to objections and supports?

Yes	No	Comments	Organisation / Consultee	Council's response
Y			Mr A Nettleingham	
Y			Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
Y			Moat Housing Mr J Amos	
Y			Captain B Beale	
Y		Yes	Billericay Town Council Mrs H Philpott	
Y			Billericay District Residents' Association Mr J Buchanan	
Y		Yes, I do agree with the Council's approach to objections & supports.	Mr P Stack	
Y		Yes, if this approach is followed, but again from personal experience I feel this can be overlooked.	Mrs P Missing	The bullet points in paragraph 33 set out the Council's approach to reporting comments received on planning applications and what can/cannot be taken into account. All comments are considered, but an objection does not automatically mean a refusal, just as an absence of objections does not automatically result in an approval being given.
		1. Would welcome an indication of extent to which comments carrying greater weight might influence decision (possible case studies).	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	1. Greater weight will be placed on those matters that are material planning considerations; these can vary depending on the nature and type of application.

Yes	No	Comments	Organisation / Consultee	Council's response
		<p>2. Need examples of your quality comments. Possible case for being more flexible on range of objections.</p> <p>3. There should be an indication of how much weight is attached to petitions, compared to individual submissions.</p>		<p>2. This paragraph (33) will be revised to refer back to para. 28, which gives an indication of the types of issues that can be taken into account. As long as comments are on planning issues, they can be taken into account.</p> <p>3. The content of the submission is more important than it's format.</p>
	N	Definitely not.	Mrs P Spriddell	

Question 5 Do you have any comments about how you can be notified about these different types of applications?

Comments	Organisation / Consultee	Council's response
The procedure for amendments is adequate and comprehensive!	Mr A Nettleingham	
I am satisfied with the Council's current approach regarding notification of applications.	Mr P Stack	
<ol style="list-style-type: none"> 1. It would be excellent to have all planning applications published in the local free paper (The Billericay Recorder) every week so that everybody can easily be informed about all planning applications. 2. And/or - Why not allow people to sign up to receive regular emails of planning applications as they are published? This can't be that complicated to do. People might want to specify which areas they want to receive them for (eg by postcode area/by Ward/by town...) and how frequently eg a daily/weekly digest, or each one as it's published. 	Mr Ebdon	<p>1. Where required, Planning Applications are published in the free local paper "The Yellow Advertiser", which comes out on Thursday / Fridays.</p> <p>It may be helpful to publish all planning applications in local papers, however, this would be costly.</p> <p>Nationally, Local Government is moving towards the Internet as the recognised mechanism for publicising planning applications - this is in addition to statutory notifications.</p> <p>The Weekly List of planning applications is published on PublicAccess each Monday.</p> <p>2. This functionality is available in the new version of PublicAccess. The feasibility of purchasing this is being investigated.</p>
<p>The District Council will be aware of their obligations to consult Sport England as a statutory consultee on planning applications affecting playing fields.</p> <p>However, I would like to take this opportunity to clarify the types of application upon which Sport England would wish to be consulted as a non-statutory consultee, to assist the Council in deciding whether we should be consulted.</p>	Sport England (East Region) Mr R Warren	Noted.

Comments	Organisation / Consultee	Council's response
<p>The formal basis for non-statutory consultation with Sport England was established by the Department of the Environment's letter of 22 July 1996 to all Chief Planning Officers. This letter set out a definitive list of all sports-related planning applications upon which Sport England would wish to be consulted (a copy can be provided upon request). Examples of applications on this list include:</p> <ul style="list-style-type: none"> ● Major indoor and outdoor sports facilities. ● Development involving the loss, or prejudicing the use, of existing sports facilities. ● Major residential developments of 300 dwellings or more. <p>I would be grateful if this could be considered when decisions are made about whether to notify Sport England of a planning application consultation.</p>	<p>Captain B Beale</p>	<p>The Weekly List of planning applications is emailed to all the Town and Parish Councils in the District each week. There is an expectation that they can carry out broader publicity as they see fit.</p>
<p>Can be displayed also at Billericay (and other) Town/Parish Council offices and on Town/Village Notice Boards.</p> <p>I am concerned about the potential for LDC applications ; a recent LDC application for the stationing of caravans in Oak Lane Crays Hill was made despite the 6 monthly caravan count. It is extraordinary that despite the frequency of caravan counts in the area in the vicinity of the subject LDC, it was not identified before and appropriate enforcement action taken.</p> <p>The Council needs to demonstrate that:</p> <p>a) the caravan count is accurate and thorough;</p>	<p>Mr M Beilley</p>	<p>The caravan counts are not necessarily carried out by the same Officers on each occasion. Therefore, identifying incremental breaches of planning control can be problematic.</p> <p>a) The caravan count is undertaken diligently and in accordance with the requirements of the Department of Communities and Local Government (CLG). Should a breach of planning control be identified whilst undertaking the count it is investigated.</p> <p>b) The potential for similar LDC applications being successful is very low.</p>

Comments	Organisation / Consultee	Council's response
<p>b) that the potentiality for further similar LDC's is very low; and</p> <p>c) it should publicise details of the caravan count so that local residents can play a full part and validate the count.</p>		<p>c) CLG do not require the Council to provide information in respect of the number of caravans per pitch. To publicise this information would be seen as an invasion of privacy.</p> <p>The caravan count is published twice a year in May/June and Nov/Dec by CLG (http://www.communities.gov.uk/housing). We will add a link to this information on the Council's website.</p>
Neighbouring properties should include those to the rear, above and below, if flats are involved.	Billericay Town Council Mrs H Philpott	The definition of neighbouring properties already includes those suggested.
Neighbouring properties should include those to the rear, above and below, if flats are involved.	Billericay District Residents' Association Mr J Buchanan	See response above.
Consultation always be requested.	Ramsden Crays Parish Council Mrs G Bassett	The Weekly List of planning applications is emailed to all the Town and Parish Councils in the District each week.
<ol style="list-style-type: none"> 1. Para 39 - when not all information is published, Council should make clear why (or hold decision). 2. Would generally like to see wider notification and greater than 3 weeks to respond. 	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<ol style="list-style-type: none"> 1. Paragraph 39 already provides instances when information is not published on Public Access (for reasons of confidentiality, or due to technical limitations). This paragraph has been amended to make it clearer. 2. 21 days is the standard consultation period for planning applications, having regard to an emphasis on making timely decisions with regard to Government-set targets for planning application decisions.
<p>Any body living within a reasonable radius of a development should be notified in writing by post and in plenty of time with full details</p> <p>Notifications MUST be placed where seen within time expected.</p>	Mrs P Missing	<p>The Council does its utmost to ensure that people are notified of applications that may affect them.</p> <p>There is an element of assessment in determining the radius from development for notifications. By necessity a judgement has to be made on the level of consultation to be carried out, determined by the level of impact and scale of the proposed development.</p>

Comments	Organisation / Consultee	Council's response
We should be informed in writing in good time when we are personally implicated, not by newspapers.	Mrs P Spriddell	See response above.

Question 6 Do you have any views about the Council's approach to applications to be determined by the Development Control and Traffic Management Committee?

Comments	Organisation / Consultee	Council's response
Comprehensive procedure!	Mr A Nettleingham	
Seems a sensible way to progress	Captain B Beale	
I have no specific views in respect of this method of decision making.	Mr P Stack	
Observers for large scale or controversial applications should be from local Parish Councils not a single representative from a co-ordination group as at present.	Mr M Beiley	<p>DTCM has two outside representatives (one of whom represents the Parish and Town Councils), who can contribute to the debate, but do not have voting rights.</p> <p>In addition, anyone (including the Parish/Town Councils) can attend the DTCM meetings and are given the opportunity to address the Committee.</p> <p>Therefore, your suggested change is not felt necessary.</p>
<ol style="list-style-type: none"> 1. SCI does not make clear which type of application will be handled by which process. Referring to paragraphs 41 to 50 in previous section, the SCI should make clear for which type of application each decision making process applies. 2. The theory of informing people who comment on applications 2 weeks before a DCTM meeting is all well and good, but is not maintained in practice. A letter dated 12 June was received in the post on 22 June to inform an objector that an application would be dealt with at DCTM meeting on 23 June. 3. If a statutory consultee objects, it should go to Committee. 	<p>Billericay Town Council Mrs H Philpott</p>	<ol style="list-style-type: none"> 1. Applications are dealt with in accordance with the Council's Scheme of Delegation. Whether an application is determined by delegation or Committee, may be at the discretion of the DTCM Chairman. The Scheme of delegation will be included in the SCI as an appendix. 2. The Council does its utmost to ensure that people are notified of meetings in a timely fashion. Notification letters are already sent out at the earliest opportunity. However, it is recognised that the current delivery service aimed at being more cost effective is proving to be unreliable. As a consequence, other means of delivery that are more reliable, albeit more expensive, are being utilised. 3. This would only occur if it would be in the public interest to do so. For example, if a statutory consultee objected

Comments	Organisation / Consultee	Council's response
<p>1. SCI does not make clear which type of application will be handled by which process. Referring to paragraphs 41 to 50 in previous section, the SCI should make clear for which type of application each decision making process applies.</p> <p>2. The theory of informing people who comment on applications 2 weeks before a DCTM meeting is all well and good but is not maintained in practice. A letter dated 12 June was received in the post on 22 June to inform an objector that an application would be dealt with a DCTM meeting on 23 June.</p>	<p>Billericay District Residents' Association Mr J Buchanan</p>	<p>to an application, and the Local Planning Authority is minded to refuse it, nothing would be gained by it being referred to DCTM.</p> <p>See responses 1 & 2 above.</p>
<p>1. Clarify criteria for referral to DCTM Committee.</p> <p>2. Is there a process whereby a concerned party can request referral?</p> <p>3. Para 56 - request that CPRE are included.</p>	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<p>1. Applications are dealt with in accordance with the Council's Scheme of Delegation (as set out in pages 64-68 of the Council's Constitution, which is open to periodic review). The Scheme of delegation will be included in the SCI as an appendix.</p> <p>2. There is no third party referral of planning applications to DCTM.</p> <p>3. The list of non-statutory consultees who are consulted about planning applications will be reviewed to ensure appropriate stakeholder representation.</p>
<p>Should be transparent for all to see and not delegated.</p>	<p>Mrs P Missing</p>	<p>See response (1.) above</p> <p>To use resources effectively and efficiently requires a level of delegation, with encouragement given that DCTM deals with those applications which are in the public interest to do so.</p>

Comments	Organisation / Consultee	Council's response
		Delegated decisions are uncontentionous ones. Delegation allows speedier determination of planning applications. Basildon Council has a lower proportion of planning applications delegated to Officers than almost all other Authorities.
Should be made clear and open to the public.	Mrs P Spriddell	See response above.

Question 7 Do you have any views about how people will be notified of a decision on a planning application?

Comments	Organisation / Consultee	Council's response
No, this approach appears reasonable.	Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
I have no specific views on decision notification.	Mr P Stack	
No	Mrs P Missing	
No	Billericay Town Council Mrs H Philpott	
No	Billericay District Residents' Association Mr J Buchanan	
On PublicAccess there should be an option where you can add your email address to an application so you get emailed when a decision is made. Similar to my answer on 5, those that sign up to receive regular reports on all planning applications should have an option to receive decision notice information too.	Mr Ebdon	We have passed your suggestion onto Public Access.
While supportive of the proposals for informing people of decisions, the Council's current Public Access system does not include completed section 106 agreements and unilateral undertakings in the documents section. Consequently, Sport England has (to date) had to contact individual case officers/administrative officers on each occasion to obtain a copy of section 106 agreements which is not considered to be the best use of Council officers time when such documents could be made available on the website.	Sport England (East Region) Mr R Warren	We agree that this would be helpful. The Council will endeavour to do this in the future.

Comments	Organisation / Consultee	Council's response
<p>As a planning obligation is of at least equivalent importance to the planning conditions contained in a decision notice, it is important that the public have similar access to such documents when they are completed.</p> <p>I would therefore request that the Council add completed planning obligations to the Public Access system.</p>		
<p>Paragraph 64 - All those who have been contacted by authority should give full address including post code and then be given details of the decision and reason if refused.</p>	<p>Ramsden Crays Parish Council Mrs G Bassett</p>	<p>If people have corresponded with the Council regarding an application, and have provided adequate contact details, then notification of the decision will be made.</p>
<p>Paragraph 64, section 5 - Why are reasons excluded from notification? Request reasons for approval are also included in the decision notice, especially if there is any conflict with Plan policies.</p>	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<p>To be able to issue notifications quickly, the decision notification letter contains basic information. Once the decision has been issued, it is possible to look up the details on PublicAccess.</p>
<p>I do not agree with these decisions being put on the internet.</p>	<p>Mrs P Spriddell</p>	<p>The Internet is becoming the preferred means of communication and is used in addition to the minimum statutory requirements. Use of electronic media is efficient, reduces costs, and allows access to information at a time and place convenient to the user (for those with computer access). For people who do not have access to the internet, the register of planning applications can be inspected at The Basildon Centre, and a particular decision can be communicated over the phone by contacting Planning Services.</p>

Question 8 Do you have any comments on how people will be notified of planning appeals?

Comments	Organisation / Consultee	Council's response
No	Mrs P Missing	
This section only explains the circumstances under which notifications regarding appeals will be sent out. It does not explain how they will be sent, such as by 1st class post, or by e-mail etc.	Billericay Town Council Mrs H Philpott	Appeal notifications are sent out either by letter or email, depending on the contact details held. This section will be amended to reflect this.
This section only explains the circumstances under which notifications regarding appeals will be sent out. It does not explain how they will be sent, such as by 1 st class post, or by e-mail etc.	Billericay District Residents' Association Mr J Buchanan	See response above.
I have no view on how notification of planning appeals are made, but must stress that it is most important that all interested parties are advised.	Mr P Stack	See response above.
Would welcome a right of appeal for those aggrieved by a granted application.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	The introduction of a third party right of appeal would require a change in primary legislation.

Question 9 Do you have any views about the Council's approach to community involvement in planning obligations?

Comments	Organisation / Consultee	Council's response
I have no views on this subject	Mr P Stack	
There is no information above that deals with developers who get planning approval at a public planning meeting (say for a block of apartments three stories high) and then what seems to be without public consultation they resubmit the application and approval is given to increase the development to five stories high, as was the case in the Wickford Riverside development.	Mr J Wiles	If there is a resubmission of an application, there is the same level of consultation as for the original application.
The Council include provision for traveller caravan space as a S106 attached to any major housing developments.	Mr M Beiley	This suggestion will be considered in the future when a DPD on Planning Obligations is developed.
Any voluntary or community sector organisation in the district should be allowed to register a general interest in all applications in specified wards, and thereafter to be notified of all applications in the nominated wards. Such organisations should also be informed of details of Section 106 Agreements in the nominated wards.	Billericay Town Council Mrs H Philpott	This is not necessary as the Weekly List of planning applications received and planning decisions made is published on PublicAccess each Monday. Although it has not always happened in the past, in the future, wherever possible, information on s106 agreements will be added to the relevant planning application file on PublicAccess.
Any voluntary or community sector organisation in the district should be allowed to register a general interest in all applications in specified wards, and thereafter to be notified of all applications in the nominated wards. Such organisations should also be informed of details of Section 106 Agreements in the nominated wards.	Billericay District Residents' Association Mr J Buchanan	See response above.
May require greater transparency to avoid section 106 Agreements becoming an incentive to grant unsuitable applications.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	S106 obligations provide the means to mitigate for impacts of the development beyond the application site, such that a

Comments	Organisation / Consultee	Council's response
		<p>development that may have been unacceptable is now acceptable.</p> <p>The legal agreements are public documents.</p> <p>There is an element of negotiation that has to take place, but these are in accordance with the rules set out by central Government (in Circular 05/05 "Planning Obligations"), to ensure that legal agreements are used correctly.</p>
<p>I find this unclear.</p> <p>However, I would like to comment that if a resident is directly affected then they should be notified in writing of S106 agreements.</p>	<p>Mrs P Missing</p>	<p>This is not possible, as it is not always known which residents may be directly affected by a s106 - especially if it involves off-site works (such as highway improvements).</p> <p>However, the Weekly List of planning applications received and planning decisions made is published on PublicAccess each Monday, which allows people to keep track of developments planning applications and decisions in their local area.</p> <p>Although it has not always happened in the past, in the future, wherever possible, information on s106 agreements will be added to the relevant planning application file on PublicAccess.</p>
<p>Only that the Council should heed what people say and make sure their views are minuted.</p>	<p>Mrs P Spriddell</p>	<p>In the future during the preparation of a DPD on Planning Obligations, there will be public consultation.</p>
<p>In the Council's view the access to the information on BDC Planning website is not clear or user friendly.</p>	<p>Ramsden Crays Parish Council Mrs G Bassett</p>	<p>The website is under review. Customer feedback is important for improvement and is valued.</p>

Planning Enforcement

Question 10 Do you have any views about how you can be involved in planning enforcement?

Comments	Organisation / Consultee	Council's response
We agree with your proposal.	Billericay Town Council Mrs H Philpott	
Yes	Billericay District Residents' Association Mr J Buchanan	
I have no views on this subject	Mr P Stack	
What about including in PublicAccess, when you're viewing a particular property, the option to send the Council an email reporting planning complaints? The logic is this for example: I see some building work going on at a property. I look the property up to see what the planning permission given was, but there was none given. Then I should just be able to click on a button in the same area of PublicAccess to tell you about the contravention. (This saves any issue about identification of the site).	Mr Ebdon	This could be helpful function. We have passed your idea onto PublicAccess as a suggestion for future software development.
Publish the 6 monthly caravan count and enable the public to check it's accuracy and avoid the possibility of LDC applications for development that has not been challenged or enforced against.	Mr M Beiley	The 6 monthly caravan count is published by the Department of Communities and Local Government (CLG) on its website: http://www.communities.gov.uk/housing/housingmanagementcare/ We will put a link to this information on the Council's website.

Comments	Organisation / Consultee	Council's response
<p>Unfortunately BDC are very lax in carrying out enforcement action once a decision has been made. There are numerous examples of this and the general view is that the public has no confidence in the final action carried out.</p> <p>We suggest an internal audit procedure following decisions relating to enforcement should be included on a regular basis.</p>	<p>Ramsden Crays Parish Council Mrs G Bassett</p>	<p>The CLG does not require the Council to provide information in respect of the number of caravans per pitch. To publicise this information would be seen as an invasion of privacy.</p> <p>Although the taking of enforcement action by the Council is a discretionary function, the Council takes its responsibilities to enforce planning control seriously.</p> <p>The Council has to work within the confines of the Town and Planning Act and the advice and guidance issued by central Government. The Council, in taking enforcement action, must demonstrate that it is expedient, and in the public interest, to take such action. Government advice states that local authorities' enforcement powers should not be used in circumstances where planning permission would, if sought, be granted to deal with technical matters.</p> <p>The Council has a good track record in having appeals against enforcement notices dismissed, and proceeding with action to obtain compliance.</p> <p>However, as the Council's resources are limited, it is necessary to prioritise cases in accordance with the severity of the breach identified.</p> <p>As is the same for all Council Services, Planning Services is already subject to internal audit.</p>
<p>Does not get followed up, as experience has shown in the past. Therefore I feel this may be of no use, i.e. I have lost faith in the system.</p>	<p>Mrs P Missing</p>	<p>See response above.</p>
<p>Useless to do so, as ignored in the past.</p>	<p>Mrs P Spriddell</p>	<p>See response above.</p>

Comments	Organisation / Consultee	Council's response
CPRE have argued that planning breaches should be criminal offences.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	This would require a legislative change, and is beyond the scope of the SCI.

Local Development Framework

Question 11 Do you have any comments about these ways of involving the public?

Comments	Organisation / Consultee	Council's response
Extremely comprehensive!	Mr A Nettleingham	
A very balanced approach	Captain B Beale	
The proposed methods are adequate.	Billericay Town Council Mrs H Philpott	
The proposed methods are adequate.	Billericay District Residents' Association Mr J Buchanan	
We support this section which contains generous contact information.	The Theatres Trust Miss R Freeman	
It appears that you do / will involve the public wherever and whenever possible. This is to be commended. Appendices 1 and 2 help to explain your approach.	Mr P Stack	
Yes. The PCT is mentioned as an organisation that will be consulted. It would be helpful if Basildon and Thurrock University Hospitals NHS Foundation Trust were included in the list of consultees to ensure the hospital continues to be able to support the needs of the local population.	Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	Unfortunately, hospital trusts are not listed in the Regulations as 'specific consultees.' However, The Basildon and Thurrock University Hospitals NHS Foundation Trust has been included in 'Who can be involved' and in Appendix 3 under 'other consultees.'
Under section 80 the text covers a range of subjects including the natural environment. It is this office's recommendation that the 3rd bullet point of the consultation be altered to read . Protection of the natural and historic environment; and provision of new facilities and of infrastructure (e.g. roads, sewers, schools, health care facilities and green spaces).	Essex County Council Heritage Conservation Mr R Havis	Amendment included.

Comments	Organisation / Consultee	Council's response
<p>This would allow the document to cover both the natural and historic environment assets of the District.</p> <p>Woods, hedges and marshes are both natural and historic features of the landscape and as such the historic and natural environment needs to be dealt with in an integrated way.</p> <p>Many Districts in Essex have now undertaken Historic Environment Characterisation Projects to provide an understanding of the historic environment both to support and influence the LDF process and provide an information tool to the District Planners and other officers.</p> <p>If you would like to meet to discuss Historic Environment Characterisation please contact me.</p>		
<ol style="list-style-type: none"> 1. Paragraph 87 - Request CPRE automatically be included under organisations. 2. Case Study 1 - some difficulty making meaningful comments without knowledge of Council's possible intentions regarding open spaces. 	<p>Campaign to Protect Rural England (Basildon Representative)</p> <p>Mr E Dixon</p>	<ol style="list-style-type: none"> 1. Agreed. 2. Noted.
<p>Only to ensure that the public are notified.</p>	<p>Mrs P Spriddell</p>	<p>The SCI sets out how the public will be notified of LDF consultations.</p>
<p>No, as long as it involves the public and views are seriously taken into consideration and listened to.</p>	<p>Mrs P Missing</p>	<p>All views are carefully considered. However, when coming to a decision, a balance has to be made between the representations received, which may conflict with each other, as well as with regional and national planning requirements.</p>

Question 12 Do you have any views about our approach to engaging delivery stakeholders?

Comments	Organisation / Consultee	Council's response
<p>It looks as though you have considered most methods to engage with stakeholders. The "Call for Sites" is a good example.</p>	<p>Mr P Stack</p>	
<p>It leads to great confusion. People other than the so-called "delivery stakeholders" hear about such things as "call for sites" and hear about proposals put forward by developers to build houses on Green Belt sites, and think that they have to mount campaigns to make their views known.</p> <p>Council should make a much greater effort to explain the difference between engagement with "delivery stakeholders", i.e. developers, and engagement with public by means of consultations.</p>	<p>Billericay Town Council Mrs H Philpott</p>	<ul style="list-style-type: none"> • We will review this section to try and make it clearer. • We will also take your comments into account when planning stakeholder engagement, to try to make clearer what the purpose of the engagement is. • The SCI does make clear that delivery stakeholders include more than just developers.
<p>It leads to great confusion. People other than the so-called "delivery stakeholders" hear about such things as "call for sites" and hear about proposals put forward by developers to build houses on green belt sites, and think that they have to mount campaigns to make their views known.</p> <p>Council should make a much greater effort to explain the difference between engagement with "delivery stakeholders", i.e. developers, and engagement with public by means of consultations.</p>	<p>Billericay District Residents' Association Mr J Buchanan</p>	<p>See response above.</p>
<ol style="list-style-type: none"> 1. Frequent consultation with delivery stakeholders may be one-sided if those with potential concerns are not also kept informed. 2. Call for Sites creates public alarm - need a means of filtering out those suggestions that are not serious. 	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<ol style="list-style-type: none"> 1. Consultation with stakeholders would not be frequent. The aim of stakeholder consultation is to obtain expert views on proposals and options for future development. It is sensible to consult stakeholders on this before going to wider public consultation. Just as it is sensible to ascertain how viable and achievable developers' proposals

Comments	Organisation / Consultee	Council's response
<p>We are satisfied that policies outlined in paragraphs 93 – 97 on Engagement with Delivery Stakeholders are consistent with paragraphs 4.27 and 4.28 of PPS12 which relate to engagement with delivery stakeholders.</p> <p>We welcome the opportunity to be involved at an early stage in discussions; where a meeting is considered appropriate we would prefer a one to one meeting on issues relating to the trunk road network.</p>	<p>Highways Agency Mr C Shaw</p>	<p>for the future are. Stakeholder consultations, therefore, should reduce the scope for further public concern about proposals that have little chance of being included in the LDF.</p> <p>2. The Council are aware of the disquiet and concern that the Call for Sites can bring. The site assessment process, that all the Call for Sites will be subject to, will filter out those sites that are unsuitable.</p>
<p>To make sure notification is not made a day before or prior to a weekend when no-one is available.</p>	<p>Mrs P Spriddell</p>	<p>Noted.</p>
<p>No, as long as there are no lengthy delays in achieving a robust planning framework for the area, as the residents of Gardiners Lane South have suffered and still are! Appears planning is one-sided.</p>	<p>Mrs P Missing</p>	<p>Wherever possible, consultations will not begin at the end of the week. However, we cannot guarantee when notification letters may be delivered.</p> <p>As LDF consultations tend to be at least six weeks long, there will be plenty of opportunity to speak to an Officer, if necessary, well before the consultation deadline.</p> <p>Unfortunately, forward planning is not a quick process. Generally, the more the public are involved, the longer the process can take. However, the Council has to meet legal consultation requirements and citizens' reasonable expectations.</p>

Comments	Organisation / Consultee	Council's response
		<p>For some sites/land the history of sites (not just GLS) means that any greater time to resolve the status of the site can be viewed as too long.</p> <p>The planning system may appear to be one-sided, however, its overall aim is to balance different, often competing, interests.</p>

Question 13 Do you have any comments about how people will be involved in DPD or SPD preparation?

Comments	Organisation / Consultee	Council's response
<p>LPA should work with and support local groups which wish to produce town/village design statements, in order that these are suitable for adoption as SPDs.</p> <p>Specifically, the Basildon LDF should include an SPD derived from the Billericay Design Statement, which has extensive community support, and in which the LPA Forward Planning Team has been involved from the outset.</p>	<p>Billericay Town Council Mrs H Philpott</p>	<p>LPAs can work with groups wanting to have particular inputs to the LDF, including SPDs. How much depends on the resources available and the eventual coverage of the LDF (and what the evidence base / studies suggest). Therefore, the SCI cannot give a commitment to including design statements in the final LDF, as that is a matter for the LDF itself.</p>
<p>LPA should work with and support local groups which wish to produce town/village design statements, in order that these are suitable for adoption as SPDs.</p> <p>Specifically the Basildon LDF should include an SPD derived from the Billericay Design Statement, which has extensive community support, and in which the LPA Forward Planning team has been involved from the outset.</p>	<p>Billericay District Residents' Association Mr J Buchanan</p>	<p>See response above.</p>
<p>The Parish Council would like to be informed by e-mail.</p>	<p>Ramsden Crays Parish Council Mrs G Bassett</p>	<p>Noted.</p>
<ol style="list-style-type: none"> 1. Para 100 should specifically welcome letters. 2. Para 106 should also include libraries. 3. Paras 110/111 need more detail on extent to which town or parish plans can be incorporated into the LDF. 	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<ol style="list-style-type: none"> 1. Letters will be included as a means of response. 2. Where possible, reference copies of the Reports of Consultations will be made available in the main libraries in the District. (Due to space restrictions, it may not be possible for all the libraries to hold copies). 3. What might be incorporated into the LDF depends on what is included in the parish or town plan. If these plans try to control something which is allowed under planning legislation/regulations, then incorporating it into the LDF would be inappropriate. The SCI is intended to be a

Comments	Organisation / Consultee	Council's response
		statement of how people, businesses, etc. will be consulted, and should not need to be regularly updated. Therefore, the SCI should not set out in detail what may or may not happen in the future, depending on the circumstances, when this is relatively uncertain.
I have no specific comments on how anyone will be involved in either DPD or SPD preparations.	Mr P Stack	
Need more INFORMATION and PROOF when the Council involve research etc for future needs and requirements.	Mrs P Missing	The LDF system has to be evidence based. Indeed, this is a key feature of the LDF system. Completed background studies for the LDF will be published on the Council's website for public scrutiny.

SCI overall

Question 14 We aim to write publications that are clear and easy to understand. Did you find the format of the draft SCI easy, or reasonably easy, to follow? If not, what improvements could we make to it?

Easy to follow	Reasonably easy to follow	Hard to follow	Comments	Organisation / Consultee	Council's response
Y				Mr A Nettleingham	
Y				Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
Y				Billericay Town Council Mrs H Philpott	
Y			We found this document to be one of the clearest for procedural explanations and information.	The Theatres Trust Miss R Freeman	
	Y			Captain B Beale	
	Y			Mr M Beiley	
	Y			Billericay District Residents' Association Mr J Buchanan	
			SCI is quite heavy going, but difficult to see how this subject could be simplified.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	The SCI has been reviewed and where appropriate changes have been made.
	Y		1. It would help if question number in the SCI was at the start of the	Mr P Stack	1. The questions were placed at the end of the section they referred

Easy to follow	Reasonably easy to follow	Hard to follow	Comments	Organisation / Consultee	Council's response
			<p>question and not at the end, both ends would be preferable.</p> <p>2. Question 13 covers comment 98 to 111, why not 13.1 to 13.14?</p>		<p>to, to enable people to read the section and then comment on it. We will consider your suggestion for future consultations.</p> <p>2. We did not consider that all sections merited their own question. However, question 17 provided the opportunity for people to make other comments on the SCI.</p>
	Y			Mrs P Missing	
		Y	Deal with it in laymans' language and a much briefer version.	Mrs P Spriddell	It is recognised that the SCI is quite lengthy, as it covers Development Control, Enforcement and the LDF. The SCI is being reviewed, to see if it can be made clearer.

Question 15 Was the SCI readable? If not, what improvements could we make to it?

Easy to read	Readable	Hard to read	Comments	Organisation / Consultee	Council's response
Y				Mr A Nettleingham	
Y				Captain B Beale	
Y			We found this document to be one of the clearest for procedural explanations and information.	The Theatres Trust Miss R Freeman	
Y			Please see the answer to question 14. Also the question numbers are faint and should be more bold.	Mr P Stack	
Y				Mrs P Missing	
	Y			Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
	Y			Mr M Beiley	
	Y		Not having any involvement with planning, none of it makes sense.	Mrs P Spriddell	We will review the SCI to see if we can make it clearer and easier to understand.
		Y	No. The SCI would have been made more readable by inclusion of some pictures or graphics.	Billericay Town Council Mrs H Philipott	It has not been possible to include additional graphics on this occasion. However your comments will be taken into account when future documents are being prepared.
		Y	The SCI would have been made more readable by inclusion of some pictures or graphics.	Billericay District Residents' Association Mr J Buchanan	See above.

Easy to read	Readable	Hard to read	Comments	Organisation / Consultee	Council's response
			Probably as readable as can be expected.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	

Question 16 The SCI includes examples and case studies of how the Council already consults and involves the public, to illustrate how the consultation guidelines set out in the SCI could be applied in practice. Have you found the examples and case studies useful?

Yes	No	Comments	Organisation / Consultee	Council's response
Y			Mr A Nettleingham	
Y			Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin	
Y			Captain B Beale	
Y		No	Billericay Town Council Mrs H Philpott	
Y		Yes	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	
Y		The examples and case studies were/are useful.	Mr P Stack	
		What is the point of involving the public when 20 years on in the case of GLS you keep changing your minds?	Mrs P Spriddell	The Council has to meet certain requirements for consulting the public. There is more of a need to consult if proposals change, because people may then have different views. Although this can mean that some people feel that they are repeatedly asked for their views, when their opinion remains the same. However, it would be very difficult, and expensive, to try to avoid this; especially as people sometimes change their views.
		It would make interesting reading to see Gardiners Lane South as a case study - an area marked for development for the past 20 years, with no successful	Mrs P Missing	The case studies were used to illustrate how we consult the public, rather than the outcome of individual cases.

Yes	No	Comments	Organisation / Consultee	Council's response
		outcome in terms of planning and may demonstrate that consultation guidelines aren't always applied in practice.	Billericay District Residents' Association Mr J Buchanan	
	N			As the majority of consultees who responded felt that the case studies were helpful, they will remain in the SCI.

Question 17 Do you have any other comments you would like to make on the SCI?

Comments	Organisation / Consultee	Council's response
<p>Castle Point Borough Council is supportive of Basildon District Council in the preparation of its SCI. Having reviewed the document, it would appear to offer substantial opportunities for people to become involved in the planning process.</p>	<p>Castle Point Borough Council Miss A Raffaelli</p>	
<p>Having reviewed your document, I confirm that we have no specific comments to make on this document at this stage.</p>	<p>Coal Authority Miss R Bust</p>	
<p>In responding to this consultation I would have found it easier if I could have answered all questions in one go and then pressed the submit button.</p> <p>The way the consultation document has been structured I was encouraged to press submit at the end of each question.</p> <p>This generated an email response to me, took me out of the consultation and meant I had to click on the relevant message to return to the consultation. I found this rather cumbersome.</p>	<p>Basildon and Thurrock University Hospitals NHS Foundation Trust Mrs J Galpin</p>	<p>This would be a helpful improvement. We have passed your idea onto the service provider as a suggestion for future software development.</p>
<p>Re: SCI/INFILLS/LDF:the subject of infills started Dec 8 2004. In view of the fact that infills are a very small portion of the Council's LDF, they should be reviewed separately. Many infills are an "eye sore" contributing NOTHING to the local economy or green belt. Also many of these infills are in built-up areas (with public services and utilities).</p>	<p>Mrs J Casey</p>	<p>While infills may make up only a small portion of land in the District, any policy change that would allow the development of infill plots in the Green Belt can only be brought forward through the wider LDF process.</p> <p>Government policy on Green Belt applies whether or not the land is an "eye sore" (otherwise some owners might deliberately let land fall into a poor state to encourage it to be developed). There are some areas that are relatively built-up in the Green Belt, which is not too unusual. Policy to remove areas from Green Belt needs to be via the LDF.</p>

Comments	Organisation / Consultee	Council's response
It would be helpful if the council published the Planning Services Gypsy and Traveller Sites Monitoring Report and the 6 monthly caravan count on the council website.	Mr M Beiley	As stated previously, it would be inappropriate to publish the details of the local count. The 6 monthly caravan count is published by the Department of Communities and Local Government (CLG) on its website: http://www.communities.gov.uk/housing/housingmanagement/care/ We will put a link to this information on the Council's website. The Planning Services Gypsy and Traveller Sites Monitoring Report is currently being reviewed. Once completed, it can be put on the website with the other LDF monitoring reports.
Gypsy documents should be on the website to be immediately visible for access to all.	Ramsden Crays Parish Council Mrs G Bassett	See response above.
It would be helpful to be able to download a word processor file containing the consultation questions, into which responses could be edited, to enable the response to be sent by e-mail or in hard copy in a format more user-friendly than the on-line process.	Billericay Town Council Mrs H Philipott	We will take this suggestion into account for future consultations.
It would be helpful to be able to download a word processor file containing the consultation questions, into which responses could be edited, to enable the response to be sent by e-mail or in hard copy in a format more user friendly than the on-line process	Billericay District Residents' Association Mr J Buchanan	See response above.

Comments	Organisation / Consultee	Council's response
<p>The SCI indicates that the Council is trying hard to involve the community. However, the length and complexity of the LDF process, compared with the old Local Plan, make it very difficult for individuals and voluntary organisations with limited resources to comment adequately.</p>	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<p>Your frustration is understandable, however, it is the process we have to follow. There are benefits to the LDF:</p> <ul style="list-style-type: none"> • The LDF provides opportunities for early input through public consultation, at a stage when far reaching changes can be made to the Development Plan Documents. • All decisions made in the LDF are supported by robust evidence, ensuring that the best possible outcome is achieved. • A range of reasonable options are publicly considered before the selection of the preferred options.
<p>The Regional Economic Strategy makes reference to the Local Government White Paper, which placed an emphasis on giving communities a greater say in planning for new development, enabling partners to respond flexibly to local needs. The RES highlights that local input is key to making places successful and that local authorities and other partners should lead in active and meaningful engagement with communities, businesses and stakeholders when planning for new development (p.83).</p> <p>In terms of best practice, EEDA encourages Council's to refer to the Government's Code of Practice on Consultation at www.berr.gov.uk/files/file47158.pdf, and to recognise that:</p> <ul style="list-style-type: none"> • community involvement should engage the whole community, not just resident households represented by established groups. It should also include the business community. In particular it should attempt to involve residents who do not normally participate. Community involvement represents an opportunity to build social capital by strengthening links between people, within and between neighbourhoods, and promoting community leadership. This can help to mitigate the effects of exclusion in all parts of society. 	<p>East of England Development Agency Ms N Blaken</p>	<p>The consultation principles in the Government's Code of Practice on Consultation are supported. However, it could cause confusion, if the SCI were to refer to the Code, as it advocates a 12 week consultation period, whereas, Regulations governing DPD and SPD consultations require six week consultation periods for the proposed submission DPD (the publication stage) and four and six weeks for SPDs.</p> <p>It is felt that the SCI and EEDA's comments share the same principles of widening community engagement to include businesses, stakeholders and 'hard to reach' groups. The Council uses traditional consultation methods alongside electronic formats.</p> <p>The LDF system of consulting on Issues and Options, before DPDs are prepared enable the public to be involved at a stage where they can make a real difference.</p>

Comments	Organisation / Consultee	Council's response
<p>In this regard, Councils need to pay particular attention to their general duty under the Race Relations (Amendment) Act 2000. Engaging ethnic minority residents needs to be done in a way which promotes good race relations. Similarly, a duty to involve disabled people came into effect in 2006. Finally, it is important to ensure that people of all ages are involved in community life, enabling them to widen their social networks and contribute more fully to the development of the region. Encouraging knowledge and understanding amongst children, for example, on the issues facing their own communities is an important step to creating solutions to community problems. They represent a place's future and the crucial viewpoint of the younger generation.</p> <ul style="list-style-type: none"> community involvement requires early and regular engagement. It should be a proactive and live process, enabling people to be involved at a stage when they can make a difference. Exhibitions, illustrations and models provide the community with the opportunity to visualise how a scheme might look when developed and will stimulate greater acceptance and understanding, especially related to movement patterns, building heights and densities. innovative methods are necessary to expand the number of people involved in the community engagement process and remove the barriers associated with traditional approaches. These include the use of electronic formats and outreach workshops to more remote and peripheral parts of the community. The use of technology can reduce the lengthy time period generally associated with community involvement. It can also enhance a local authority or place's credibility as an innovative location and provide a marketing tool for attracting investment. However, any new method must be complemented by traditional means so that continuity in engagement is retained and those without access too, or skills in, methods using information technology are still able to participate. <p>Finally, EEDA has supported Inspire East. We would encourage the Council to ensure this is, where relevant, incorporated in Community Involvement plans. Inspire East, the regional centre of excellence promotes ideas and actions for</p>		<p>A range of consultation methods will be used to encourage people to get involved. Case study 1 on the Open Space Strategy demonstrates how different techniques were used to generate over 1,000 responses on this topic.</p> <p>A reference to Inspire East has not been included, as it seems that their activities do not relate directly to public involvement.</p>

Comments	Organisation / Consultee	Council's response
<p>sustainable communities; seeks to enable better joint working and collaboration between the community, those working in built environment occupations and others involved in planning, delivering and maintaining sustainable communities. This will be achieved through sharing information, best practice and developing skills. To find out more please visit www.inspire-east.org.uk</p>		
<p>As a statutory consultee, the Council is obliged to consult the Highways Agency on planning applications for developments which meet the description outlined in the table (as part of paragraph 10 Consultations before the grant of permission) under SI 1995 / 419 Town and Country Planning (General Development Procedures) Order 1995.</p> <p>We therefore recommend that a reference to the table is included in paragraph 56 of the draft SCI to clarify the requirement. Policies should also be consistent with the Planning Act 2008.</p>	<p>Highways Agency Mr C Shaw</p>	<p>A reference to the GPDO will be added.</p>
<p>Friends, Families and Travellers' (FFT) experience is that local Gypsies and Travellers are rarely effectively consulted on their needs. It is important that they are closely involved in helping inform the planning process, in particular what sorts of sites they will need in the future, where they should be and how many of them.</p> <p>We draw your attention to para 29 of the Circular 1/2006 'Local planning authorities should put in place arrangements so that communication with gypsies and travellers is direct and accessible. Identifying and understanding the needs of groups who find it difficult, for a number of reasons, to engage with the planning process is essential'.</p> <p>Gypsies and Travellers can be viewed as having very small accommodation needs when compared for example the need for planning provision for bricks and mortar accommodation for the general population, and hence are easily overlooked. The current revisions in planning policy, and hopefully proper</p>	<p>Friends, Families and Travellers Mr S Staines</p>	<p>Thank you for your advice, which will be taken into account for future consultations. Paragraph 91 will be amended to refer to a range of 'hard to reach' groups, including Gypsies and Travellers.</p>

Comments	Organisation / Consultee	Council's response
<p>provision after many years of woeful neglect, represent a chance to get this deeply marginalised and under-engaged group more involved with the planning process with positive outcomes for all concerned. One of the reasons why the planning system has failed this community in the past has been the almost total lack of direct contact. Hard to reach groups are not necessarily difficult to engage but are of more of a challenge for a variety of reasons.</p> <p>We have concerns that local authorities may overestimate the capacity of hard pressed national voluntary bodies to respond, and <i>inter alia</i> provide links, and as a result direct local consultation may be neglected or overlooked. It should be pointed out that in many areas there is little in the way of organisation and literacy problems, together with a past history of negative involvement with public bodies, mean that barriers to engagement of this group can be very large and can only realistically be addressed by proactive work by local authorities at local level. Additionally their needs may have been neglected within the BME voluntary sector generally. We are concerned that the heavy reliance on paper documentation, in view of the common literacy problems which this group experiences, will be counterproductive.</p> <p>Effective means of communication with local Gypsies and Travellers need to be developed and identified as specific measures. In our view local councils must reach out creatively in an effective manner, for example by initiating and sustaining contact with Gypsies and Travellers on their own territory, such that their needs and views can be ascertained and feed into the plan process. It should use existing links, for example, the Traveller Education Service, to develop a more trusting dialogue. Familiar surrounding for meetings and an informal approach will bear fruit. Focus groups, private workshops and one-to-one meetings arranged at convenient times and in appropriate locations should be organised as part of the campaign for community involvement. Involvement should commence early in the process and also be sustained. This will undoubtedly involve a targeted, outreach approach with local Gypsies and Travellers. This should be reflected in the SCI.</p>		

Comments	Organisation / Consultee	Council's response
<p>We are also concerned about the general lack of race equality impact assessments (REIA) in the planning process. The CLG has made clear that race equality should be at the heart of the planning process if it is to provide quality services that meet the needs of all groups in the community. The report '<i>Common Ground : equality, good race relations and sites for Gypsies and Irish Travellers</i>'(CRE 2006) recommended that Gypsies and Travellers are referred to in Statements of Community Involvement and says that local authorities should take practical steps to get them meaningfully involved, where possible building on existing relationships.</p> <p>The draft SCI for Northumberland contains the following statement which we think could be usefully repeated in all SCIs:</p> <p>Our Commitment to Gypsies and Travellers</p> <p>We will:</p> <p>Use contacts with the Gypsy and Traveller community in order to ensure that these groups are reached during consultations on planning documents and proposals.</p> <p>Hence we would encourage Basildon Council to use such techniques and commit to using such outreach techniques to communicate directly and in an accessible manner with local Gypsies and Travellers by specifically mentioning them in the SCI.</p> <p>Para 9.1 should be in our view be modified to identify Gypsies and Travellers as a hard to reach group and outline measures which will be taken to ensure that consultation with them is effective.</p>		

Comments	Organisation / Consultee	Council's response
<p>My only comment would be how difficult it was to obtain a copy of the SCI. It could not be accessed via download and copies were not available at Billericay or Basildon Libraries, or at the Basildon Centre. My thanks to the Forward Planning Team for delivering a copy to me.</p>	<p>Mr P Stack</p>	<p>We apologise for the problems you experienced in getting hold of the SCI.</p> <p>You should have been able to get hold of a copy when you visited the Basildon Centre, but on this occasion there was a breakdown in communications. As a direct result of your experience, we have changed the style of the reference numbers used on Forward Plans' letters, so that they cannot be mistaken for any other reference numbers that are used by Planning Services, so this problem should not happen again.</p> <p>Although the SCI was available as a download, we obviously did not sign-post the download well enough, so this will be improved next time we run a consultation.</p> <p>Basildon and Billericay libraries were provided with reference copies of the SCI. Unfortunately, sometimes consultation documents get misplaced or lost. If the library staff realise that a consultation document has gone missing, they will ask us for replacement copies, which are delivered as soon as possible. We will look at ways to improve access to documents.</p>
<ol style="list-style-type: none"> 1. A waste of public time and tax-payers' money. 2. Before continuing to thoughtlessly develop towns further, surely empty homes should be looked at, please note that there are apparently 1 million EMPTY homes and 500,000 homeless! 3. I believe Councillors should live in the town they represent! 	<p>Mrs P Missing</p>	<ol style="list-style-type: none"> 1. The Council has a statutory duty to produce an LDF. As part of that, it is expected to produce an SCI. 2. Many people have made this point in response to central Government consultations, e.g. on new housing provision. Many councils, including Basildon, have taken action to reduce the number

Comments	Organisation / Consultee	Council's response
		<p>of empty homes. However, some homes will be empty at any given time e.g. following a death, sometimes while being sold, and because there is no legal restriction on anyone owning two or more houses.</p> <p>3. Under section 79 of the Local Government Act 1972 the local connection requirements (the connection with the <u>local authority area</u> for which a candidate is standing, on the day of his/her nomination) are:</p> <p>(a) on that day he is and thereafter he continues to be a local government elector for the area of the authority; OR</p> <p>(b) he has during the whole of the twelve months preceding that day occupied as owner or tenant any land or other premises in that area; OR</p> <p>(c) his principal or only place of work during that twelve months has been in that area; OR</p> <p>(d) he has during the whole of those twelve months resided in that area.</p>
<p>1. I think it is just a waste of time & taxpayers' money.</p> <p>2. Surely instead of building in Basildon, a further New Town is the obvious answer for another 50+ years.</p>	Mrs P Spriddell	<p>1. See response (1) above.</p> <p>2. Building a new settlement, if not a complete new town, is one option that the LDF may have to consider (the LDF is meant to look at different, reasonable options for meeting housing targets over the next decade or two, or possibly further ahead).</p>

Appendices

Question 18 Are there any other terms or explanations we should include in the glossary?

Comments	Organisation / Consultee	Council's response
Not as far as I am aware.	Mr P Stack	
None come to mind at present.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	
Why no mention of GTAA's ?	Mr M Beiley	We will add this to the glossary.
Please add TDS - Town Design Statement and VDS - Village Design Statement	Billericay Town Council Mrs H Philpott	We will add these to the glossary.
TDS = Town Design Statement VDS = Village Design Statement	Billericay District Residents' Association Mr J Buchanan	We will add these to the glossary.
Yes. Clear details on how the individual involved could be affected.	Mrs P Spriddell	This is beyond the scope of the SCI glossary, and cannot be included here, as the level of affects can be different in each case.
Supplementary Planning Guidance - I believe this should be subject to independent examination. Term comprehensive development is not recognised or explained/defined.	Mrs P Missing	Documents that must be independently examined are set out in The Planning and Compulsory Purchase Act 2004, as amended by The Planning Act 2008. SPDs are not such a document We will add this term 'comprehensive development' to the glossary.

Question 19 Are there any comments you wish to make on Appendix 2 - Selected Consultation Methods?

Comments	Organisation / Consultee	Council's response
It seems quite comprehensive.	Billericay Town Council Mrs H Philpott	
It seems quite comprehensive.	Billericay District Residents' Association Mr J Buchanan	
I have no comments to make on Appendix 2	Mr P Stack	
Appendix 2 suggests that a wide range of methods, none is satisfactory in all respects. There should be a conclusion regarding to which the Council is most committed, or whether the mix gives adequate cover.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	The methods used, or mix of them, would depend on the type, scale and importance of the matter being considered, as well as the cost and value of the methods. While it might be tempting to predict which method(s) should be used for different matters, this might commit the Council to things it might later not be able to deliver.
Meetings are only minuted in favour of the Council. The public's comments are generally missed.	Mrs P Spriddell	Minutes of DCTM meetings do provide a brief summary of the representations made by third parties at the meeting.
Those affected by development should be notified in advance of meetings. All meetings should be minuted, including public views.	Mrs P Missing	The Council does its utmost to ensure that people are notified of meetings in a timely fashion. Notification letters are already sent out at the earliest opportunity. However, it is recognised that the current delivery service aimed at being more cost effective is proving to be unreliable. As a consequence, other means of delivery that are more reliable, albeit more expensive, are being utilised. Minutes of DCTM meetings do provide a brief summary of the representations made by third parties at the meeting.

Question 20 Do you have any comments you wish to make on Appendix 3 - Specific & General Consultees?

Comments	Organisation / Consultee	Council's response
I have no comments to make on Appendix 3	Mr P Stack	
Include Residents Associations where relevant. Parish Councils are notoriously party political and often not objective.	Mr M Beiley	Any voluntary or community group can add itself to the LDF mailing list, by visiting the consultation portal at http://basildon-consult.limehouse.co.uk/portal/ . Once registered, they will be automatically notified of all public consultations.
<p>Incorrect name listed for Great Burstead & South Green Village Council.</p> <p>Adjoining parish councils in borough of Brentwood not listed: Ingatestone & Fryerning, Herongate & Ingrave.</p> <p>Adjoining parish councils in Borough of Chelmsford not listed: Stock and South Hanningfield.</p> <p>Any voluntary or community sector organisation should be able to nominate itself as a general consultation body on either a district-wide basis or for specific wards.</p>	<p>Billericay Town Council Mrs H Philpott</p>	<p>Thank you for your corrections and additions.</p> <p>Any voluntary or community group can add itself to the LDF mailing list, by visiting the consultation portal at http://basildon-consult.limehouse.co.uk/portal/ . Once registered, they will be automatically notified of all public consultations.</p>
<p>Incorrect name listed for Great Burstead & South Green Village Council.</p> <p>Adjoining parish councils in Borough of Brentwood not listed: Ingatestone & Fryerning, Herongate & Ingrave.</p> <p>Adjoining parish councils in Borough of Chelmsford not listed: Stock, South Hanningfield.</p> <p>Any voluntary or community sector organisation should be able to nominate itself as a general consultation body on either a district-wide basis or for specific wards.</p>	Billericay District Residents' Association Mr J Buchanan	See response above.

Comments	Organisation / Consultee	Council's response
<p>The HA is an executive agency of the Department for Transport and is responsible for the Strategic Road Network (SRN) on behalf of the Secretary of State for Transport, whom is identified in paragraph 123 of the draft SCI as a 'Specific Consultation Body'.</p> <p>In the case of Basildon, there are no parts of the SRN within the district. The HA is, however, the highway authority for the M25 and the A13 section running from the M25 Junction 30 to its junction with the A1089 Port of Tilbury Road. It should be noted that sections of these trunk roads are currently operating at a high level of stress, particularly during peak periods, any additional traffic would add to the existing congestion.</p> <p>In spatial planning and development control terms, we have a duty to safeguard the operation of the motorway and trunk road network as set out in the DfT circular 02/2007 (Planning and the Strategic Road Network) . The circular encourages the HA to work co-operatively with Local Planning Authorities within the framework of the Government's policies for planning, growth areas, regeneration, integrated transport and sustainability. We look to your Council's LDF to promote strategies, policies, and land allocations which would support alternatives to the private car.</p> <p>We would therefore expect to be consulted on any Local Development Documents that may impact on the motorway and all-purpose trunk road. In particular, we would expect to be consulted on all Development Plan Documents (DPDs).</p>	<p>Highways Agency Mr C Shaw</p>	<p>Noted.</p>
<p>'General consultation bodies' should automatically include wildlife and environmental organisations.</p>	<p>Campaign to Protect Rural England (Basildon Representative) Mr E Dixon</p>	<p>These would fall within 'voluntary bodies some or all of whose activities benefit any part of the Council's area. We will add some examples to illustrate the type of organisations this grouping may cover.</p>

Comments	Organisation / Consultee	Council's response
<p>Item 127 - 'consult with' - this is a creeping Americanism and grammatically incorrect - the 'with' element being superfluous, other examples being 'meeting with', 'outside of' and 'comprises of'. Please delete 'with'. Ditto in Appendix 4, page 41, 2nd paragraph.</p>	<p>The Theatres Trust Miss R Freeman</p>	<p>Grammar corrected as suggested.</p>
<p>If all these specific bodies are involved how is it that an area which is continually grid locked with traffic, over crowded schools, lack of medical facilities/water/sewerage etc. is still being considered?</p>	<p>Mrs P Spriddell</p>	<p>Only a few bodies are concerned with the specific problems identified by Mrs Spriddell. There are limits, including financial limits, on what these bodies can do (e.g. Re: traffic). There are also limits on what is justified in refusing planning permission for new development. Particularly, in allocating land for any large new developments, the LDF should take account of these issues and try to allocate land that would either avoid such problems, as far as possible, and/or garner some funds from landowners / developers to improve facilities (as already happens).</p>
<ol style="list-style-type: none"> <li data-bbox="746 1400 869 2134">1. I feel it is a good thing to involve all these specific consultation bodies, but I wonder how specific and well informed their views are to an area and/or their effectiveness. <li data-bbox="877 1400 1145 2134">2. I believe I am not alone in my view that Basildon is overcrowded and does not have the infrastructure for continued development. 	<p>Mrs P Missing</p>	<ol style="list-style-type: none"> <li data-bbox="746 286 901 1025">1. It is true that the views of specific consultation bodies can vary, often depending on how far away they are from the District. Some may also have less powers or money to be as effective as they would like, or as they could be. <li data-bbox="909 286 1145 1025">2. These views are widely held, and not just in the District. The Government proposed Community Infrastructure Levy (CIL) on new developments is intended to help provide more funding for infrastructure (if CIL is brought in, and probably in the longer term). For CIL to operate, an LDF Core Strategy, based on infrastructure and viability work, would need to be adopted by the Council.

Question 21 Do you have any comments you wish to make on Appendix 4 - Survey Results?

Comments	Organisation / Consultee	Council's response
<p>I have no comments to make on Appendix 4</p> <p>Use local newspapers less but use e-mail more including alerts for those who have registered as being interested in a particular area or topic.</p>	<p>Mr P Stack</p> <p>Mr M Beiley</p>	<p>Anyone can register on the LDF mailing list, by visiting the consultation portal at http://basildon-consult.limehouse.co.uk/portal/. Once registered, they will be automatically notified of all public consultations. People are also able to choose how they wish to be notified of consultations - by email or post. They can also indicate particular topics that they are interested in.</p>
<p>How many people were involved in the Minority Forum? How many of these responded to the questions?</p> <p>Was a similar survey carried out regarding the majority of residents, as the views of the majority should carry greater weight than those of the minority.</p>	<p>Billericay Town Council</p> <p>Mrs H Philipott</p>	<p>The SCI mentions 'hard to reach' groups. While the response rate was low for the Minority Forum consultation, inclusion of the data in the SCI shows that the Council has tried to find out how Forum members would like to be consulted, to make sure they are not overlooked.</p> <p>Currently, there are no plans to roll this particular survey out to the Citizens' Panel.</p> <p>This survey will not be the only data source used when planning future consultations; other sources of information, such as Citizen's Panel surveys and the lessons learnt from previous BDC consultations will be taken into account.</p>
<p>How many people were involved in the Minority Forum? How many of these responded to the questions? Was a similar survey carried out regarding the Majority of residents, as the views of the Majority should carry greater weight than those of the Minority.</p>	<p>Billericay District Residents' Association Mr J Buchanan</p>	<p>See above.</p>

Comments	Organisation / Consultee	Council's response
Need conclusion on the Council's commitment to some or all of these, bearing in mind need to cater for all preferences, not just majority.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	This appendix reports the results of a previous survey on engagement and consultation. Following on from the consultation methods in Appendix 2, whichever combination of methods are most suitable for any given consultation will be used. Therefore, such a commitment cannot be given.
Item 127 - 'consult with' - this is a creeping Americanism and grammatically incorrect - the 'with' element being superfluous, other examples being 'meeting with', 'outside of' and 'comprises of'. Please delete 'with'. Ditto in Appendix 4, page 41, 2 nd paragraph.	The Theatres Trust Miss R Freeman	Grammar corrected as suggested.
By post, at least that personal.	Mrs P Spriddell	People who are registered on the LDF mailing list have the option to choose to be notified by post or email.
If we had more village greens as opposed to more development, we could have village notice boards with information relevant to each small community.	Mrs P Missing	Where posters are used to publicise consultations, we aim to have them placed on library, sport centres and community hall notice boards that are in this Council's and ECC's control. Posters are also sent to other organisations that are known to have notice boards, with a request that they display them for the length of the consultation period.

Question 22 Do you have any comments you wish to make on Appendix 5 - DPD Public Participation?

Comments	Organisation / Consultee	Council's response
No	Billericay Town Council Mrs H Philpott	
No	Billericay District Residents' Association Mr J Buchanan	
I have no comments to make on Appendix 5.	Mr P Stack	
<p>Would welcome commitment from Council that it will invite and take account of representations for residents etc. Six weeks can be inadequate for part-time volunteers to prepare an adequate response to a DPD.</p> <p>There should be a commitment to make documents available in libraries as a minimum.</p>	<p>Campaign to Protect Rural England (Basildon Representative)</p> <p>Mr E Dixon</p>	<p>Six weeks is the standard period of time for DPD consultations. Depending on circumstances, it may be possible to extend early consultation stages on a DPD. However, the final consultation on the 'publication' version of a DPD is restricted by Regulation to exactly six weeks in length.</p> <p>Copies of consultations are placed in the main libraries (as well as other places), but smaller ones do not have the space. This is mentioned in the SCI.</p>
We look forward to being consulted on the Preferred Options Core Strategy in due course and Development Control Policies, Planning Obligations SPD and town centre Area Action Plans.	The Theatres Trust Miss R Freeman	The Theatres Trust is on the LDF mailing list, and will be consulted in due course.
I would have thought the Inspector should be involved before the Plan is adopted.	Mrs P Spriddell	<p>The Inspector assesses the DPD at an Examination in Public and determines whether it is "sound" or not.</p> <p>Only after the Inspector has declared a DPD "sound", can it be adopted.</p> <p>However, the Regulations only require the Inspector's Report to be published as soon as possible after the DPD's adoption.</p>

Comments	Organisation / Consultee	Council's response
Surely the Inspector's report should be published before adoption - and not ignored as Gardiners Lane South's was.	Mrs P Missing	It is common practice for the Inspector's report to be published before a DPD's adoption. However, the minimum requirement in the regulations is for it to be published as soon as possible after the DPD's adoption.

Question 23 Do you have any comments you wish to make on Appendix 6 - SPD Public Participation?

Comments	Organisation / Consultee	Council's response
No, but it says that BDC does not intend to produce an SPD.	Billericay Town Council Mrs H Philpott	
No. But it says that BDC does not intend to produce an SPD.	Billericay District Residents' Association Mr J Buchanan	
I have no comments to make on Appendix 6	Mr P Stack	
Four weeks can be inadequate for a part-time volunteer to prepare an adequate response to an SPD. Again, there should be a commitment to make documents available in libraries as a minimum.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	The Regulations restrict consultation on SPDs to not less than four weeks and no more than six weeks. Therefore it is not possible to extend consultations on SPDs. Where possible, reference copies of consultation documents will be made available to the libraries. Due to space restrictions, it is not always possible for libraries to hold additional copies.
We look forward to being consulted on the Preferred Options Core Strategy in due course and Development Control Policies, Planning Obligations SPD and town centre Area Action Plans.	The Theatres Trust Miss R Freeman	The Theatres Trust is on the LDF mailing list, and will be consulted in due course.
You change from SPG to SPD - how is a lay person supposed to keep track?	Mrs P Spriddell	Your frustration is understandable, but the change in terminology is national, not local.
Again, what is the point when decisions are made affecting a person and their property, but they have to apply to the High Court at a cost to themselves - often not affordable.	Mrs P Missing	Where SPDs may be needed it seems only fair, as well as being a requirement, to ask people for their views, in the same way as views are sought on other LDF documents. As the views of residents, businesses, etc. and Government can conflict, it is often impossible to find a solution that everyone is happy with. Very few objections will be capable of blocking a development. However, it is better to seek views before determining a course of action, rather than proceeding without consulting first. That would take us back to the mistakes of the 1960's.

Question 24 Do you have any comments you wish to make on Appendix 7 - SCI Public Participation?

Comments	Organisation / Consultee	Council's response
I have no comments to make on Appendix 7	Mr P Stack	
It's a bit late to be asking this question as part of the SCI consultation.	Billericay Town Council Mrs H Philpott	Appendices 5,6 and 7 were included primarily for information purposes, in case anyone wanted to know more about the detail of the regulations.
It's a bit late to be asking this question as part of the SCI consultation.	Billericay District Residents' Association Mr J Buchanan	Appendices 5,6 and 7 were included primarily for information purposes, in case anyone wanted to know more about the detail of the regulations.
Hope for equal or greater consultation on any future revision.	Campaign to Protect Rural England (Basildon Representative) Mr E Dixon	Noted.
I don't think the Council should consider whether residents should be invited - if they are involved, this should be automatic.	Mrs P Spriddell	This is the minimum level of consultation required by the regulations. Everyone who was registered on the mailing list was consulted directly on the SCI.
I feel that residents SHOULD be invited to make representations.	Mrs P Missing	See response above.

