

## Pendle Statement of Community Involvement in Planning (1<sup>st</sup> Revision)

### Consultation Responses

**Please Note:** Where a respondent's comments raise multiple issues, the bullet points in the officer / council response align with the corresponding issue.

Comment ID	Representor ID	Organisation / Representor	Para	Comments (verbatim)	Officer / Council Response
C001	907643	Highways England Mr Warren Hilton	-	<p>Thank you for contacting us at Highways England to keep us up to date with the progression of the Pendle Local Plan and to make us aware of the revised Statement of Community Involvement (SCI).</p> <p>There are no comments that Highways England needs to make on the SCI.</p>	<p>Note comments.</p> <p><b>Proposed Changes:</b> <i>No changes to the SCI are proposed to address this comment.</i></p>
C002	618757	Lancashire County Council School Planning Team Ms Lynn MacDonald	-	<p>In response to the consultation on the Statement of Community Involvement in Planning within Pendle, I would like to thank you for the opportunity to be involved in this process.</p> <p><b>Overall Summary</b></p> <p>Section 14 of the education act 1996 dictates that Lancashire County Council's statutory obligation is to ensure that every child living in Lancashire is able to access a mainstream school place in Lancashire. Some children have Special Educational Needs for which they access school provision outside of Lancashire. The <a href="#">Strategy for the provision of school places and school's capital investment 2015/16 to 2017/18</a> provides the context and policy for school place provision and schools' capital strategy in Lancashire. Over the next three years, Lancashire County Council and its partners will need to address a range of issues around school organisation in order to maintain a coherent system that is fit for purpose, stable, and delivering the best possible outcomes for children and young people.</p> <p>The main issues to be addressed are:</p> <ul style="list-style-type: none"> <li>• The urgent need to provide additional primary and secondary places in some parts of the county;</li> <li>• The sufficiency of suitable education provision for children with special education needs and children who require alternative provision within</li> </ul>	<p>The SCI sets out how Pendle Council will consult key stakeholders and other interested parties in the preparation of new planning policy and the determination of planning applications.</p> <p>The observations within the representation are detailed comments, which relate specifically to education. The Council considers that the provisions for informal engagement with key stakeholders and formal public consultation, as set out in the SCI, adequately address the matters that have been raised, and do not specifically need to reference education. Specifically:</p> <p><b>Policy</b> – As the local education authority, early and meaningful engagement will take place with Lancashire County Council (LCC) on any draft policies, or site allocations, affecting education provision in Pendle</p>

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				<p>County;</p> <ul style="list-style-type: none"> <li>• The need to keep under review, and take appropriate action where necessary, the fall in secondary school numbers; and</li> <li>• Continuing to support the educational viability of the high proportion of small schools in the county, where appropriate.</li> </ul> <p>Where new housing development creates a demand for school places in excess of those available, Lancashire County Council will expect district councils to work with Lancashire County Council in seeking a financial contribution from the developers that is proportionate to impact in order to mitigate against the effect of any new development on local infrastructure. It is critical that developers make a financial contribution to school places as, without one, Lancashire County Council will be unable to deliver the required provision and this will impact on the children and families that come to settle in new developments.</p> <p>The team produces an <a href="#">Education Methodology document</a> which outlines the Lancashire County Council methodology for assessing the likely impact of new developments and, where necessary to mitigate this impact.</p> <p>The impact of any housing development is assessed, with Primary school aged pupil accessing a school within 2 miles and a secondary school aged pupil within 3 miles. This is reflected within Lancashire County Councils Home to School Transport Policy.</p> <p>Pressure for additional school places can be created by an increase in the birth rate, new housing developments, greater inward migration and parental choice of one school over another. If local schools are unable to meet this demand, a new development can have an adverse impact on the infrastructure of its local community.</p> <p>Planning Obligations will be sought for education places where Lancashire primary schools within 2 miles and/or Lancashire secondary schools within 3 miles of the development are:</p> <ul style="list-style-type: none"> <li>• Already over-subscribed,</li> </ul>	<p>(Regulation 18).</p> <p>As a 'specific consultation body' LCC is notified directly about plan proposals at key stages in the preparation process (Regulations 18 and 19). This enables LCC to submit a formal representation on whether the proposed location of a school site is considered to be suitable.</p> <p><b>Development Management</b> – in the case of a school site LCC is likely to be the applicant, but would be consulted on any proposals for the provision of an independent school.</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>

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				<ul style="list-style-type: none"> <li>• Projected to become over-subscribed within 5 years, or</li> <li>• One of the major challenges in providing new places is the lack of current school sites capable of supporting expansion.</li> </ul> <p>If a large new housing development is proposed (more than 150 houses), it may not be feasible to expand existing schools. In such cases, Lancashire County Council will undertake an initial assessment on whether a site may be required, taking into account the existing provision in the area. If the development is large enough to justify the possibility of a new school, the developer may be asked to contribute a suitable school site as part of the development. Where a number of small developments are expected to come forward in an area with an aggregated requirement for a new school, Lancashire County Council would expect the local planning authority to assist in the negotiations to secure a school site.</p> <p>In the case of the provision of a school site Lancashire County Council would expect to be consulted on the location of the school site to ensure its suitability. The size of this site would be determined in accordance with DfE guidance.</p>	
C003	618757	Lancashire County Council School Planning Team Ms Lynn MacDonald	2.19 (b)	The available infrastructure – e.g. roads, water supply and proposed means of access. Could we ask for 'education' to be added after 'roads'?	<p>The intention of this wording is to cite a few typical examples of the types of infrastructure that receive due consideration, rather than provide an exhaustive list. However, it is acknowledged that a broader selection of infrastructure types would better illustrate the wide ranging nature of the considerations that are factored into any planning decision.</p> <p><b>Proposed Changes:</b> Add education to the list of examples cited after e.g.</p>

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C004	618757	Lancashire County Council School Planning Team Ms Lynn MacDonald	3.69	Lancashire County Council is the minerals and waste planning authority and the highways authority for the area. Any issues concerning these matters are best directed to one of the borough's six County Councillors, whose overriding duty is to the whole community of Lancashire, although they also have a special duty to their constituents. Could we ask for 'education authority' to be added after 'minerals and waste planning authority'?	The omission of the role of Lancashire County Council as the education authority is acknowledged.  <b>Proposed Changes:</b> Add 'education authority' after 'minerals and waste'.
C005	731431	Historic England Ms Emily Hrycan	-	Thank you for consulting Historic England on the above document. At this stage we have no comments to make on its content.	Note comments.  <b>Proposed Changes:</b> No changes to the SCI are proposed to address this comment.
C006	327529	Natural England	-	Thank you for your consultation on the above dated 05 November 2015 which was received by Natural England on 05 November 2015.  Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.  We are supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters, both in terms of shaping policy and participating in the process of determining planning applications.  However, we have no specific comments to make on this consultation.	Note comments.  <b>Proposed Changes:</b> No changes to the SCI are proposed to address this comment.
C007	327467	Barrowford Parish Council Iain Lord	-	At last nights of meeting Barrowford Parish Council the Statement of Community Involvement in Planning was discussed and the Councils response:  <b>Parish Council Perspective on the Consultation:</b>  <b>Overview:</b> The Council appreciates that a set procedure and expectations on consultation needs to form part of the portfolio of planning documents	<ul style="list-style-type: none"> <li>The Council welcomes the recognition that the SCI is an</li> </ul>

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				<p>that will eventually form the Pendle Local Plan and that these need to be periodically reviewed to judge the effectiveness of the consultation process.</p> <p>But this can be viewed in different lights between Local Plan policy documents and planning application consultations and the availability of notification to consultees and members of the public. In the case of awareness of Local Plan policy document consultation the difference between consultees and the general public is probably at its widest.</p>	<p>important component in the suite of Local Plan documents published by Pendle Council.</p> <ul style="list-style-type: none"> <li>The SCI recognises that the requirements for consulting on documents that will form part of the Local Plan and those concerning planning applications are markedly different. As such the matters are dealt with separately in Chapters 3 and 4, to help avoid the potential for any confusion.</li> </ul> <p>It is also true to say that consultations on Local Plan documents are more likely to involve a wider range of stakeholders (i.e. businesses, community and voluntary organisations etc.) than those for planning applications where the developer and members of the general public are usually the main focus. However, in both instances the Council welcomes positive and wide-ranging engagement with members of the local community.</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>
C008	327467	Barrowford Parish Council Iain Lord	-	<p><b>Planning Policy Consultations:</b></p> <p><b>Consultees:</b> Barrowford Parish Council as a consultee has received emails</p>	<ul style="list-style-type: none"> <li>Pendle Council is pleased to note that</li> </ul>

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				<p>informing when public consultations are expected notices for the parish council's notice boards to advertise and promote these consultations within the village and Framework Pendle's newsletter keeping the council abreast of progress.</p> <p><b>The Public:</b> Many complaints have surfaced that the public did not know when consultations took place, this may be true but that does not mean that Pendle did not promote or advertise these events, although this may reflect modern day living where few buy local newspapers or read public notices at libraries, council offices, or parish noticeboards. Pendle has run public awareness events even at Holmefield House but attendance has been extremely low. Local newspapers cannot be compelled to write articles promoting public consultations and seldom have the staff to do so. Press releases by the borough are not always published at an appropriate time and the consultation period may have been in progress for a week or two prior to the press release being published.</p>	<p>Barrowford Parish Council welcomes receipt of the advance notification for public consultations and publicity materials.</p> <ul style="list-style-type: none"> <li>• Pendle Council is fully committed to early and meaningful engagement with the local community and key stakeholders, as evidenced by the SCI (2007) and this update (2015).</li> </ul> <p>Engagement and consultation on the preparation of all planning policy documents is front loaded, so that interested parties can influence the document from the outset. In these early stages public exhibitions and stakeholder workshops etc. are widely used to enable interested parties to view what is being proposed and have a two-way, face-to-face conversation with the officers writing the document.</p> <p>Inevitably in the later stages of document preparation there is less opportunity to change what has already been agreed. It is acknowledged that those who are not involved before the later stages may feel a degree of frustration with the consultation process and question the effectiveness of earlier publicity, but this is often</p>

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					<p>unavoidable.</p> <p>Where prominent coverage is essential (e.g. for a statutory public consultation) a full colour advertisement is placed within the editorial section of the paper. Public notices are also used where a considerable amount of information needs to be conveyed to the reader, or a particular planning regulation complied with.</p> <p>Press releases are always issued to the local media ahead of any formal public consultation. If a press release is not used, the Council's Communications Team will follow up with a telephone call to the publishers to try to secure prominent coverage within the paper at the earliest opportunity. However, as the respondent recognises, the Council does not have the final say on usage or positioning within the paper.</p> <p>Messages on social media, together with information published on the Council's website and in its regular newsletter (Framework) are used to help maintain as high a public profile as possible throughout the consultation period.</p>

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				<p>Those that do learn about consultations seldom know how to access the documents on line and those that do find the technical nature of the documents and supporting documents both difficult to read and even harder to understand particularly in the context of the immediate area in which they live as opposed to Pendle as a whole.</p>	<p>The methods of consultation selected for use are always proportionate to the matter(s) under consideration and cost effective. It is not possible for the Council to employ all available options without the financial or staff resources to do so.</p> <p>In addition to the general publicity that is carried out, approximately 1,500 contacts on the planning policy database each receive advance notification by letter and/or email of an upcoming public consultation. Members of the public are able to request that their details are added to, or removed from, the database at any time.</p> <ul style="list-style-type: none"> <li>Clearly publicising and articulating information on planning matters is an issue that we are constantly trying to improve upon.</li> </ul> <p>Where the issues are particularly complex, key stakeholders (including voluntary and community groups) are invited to attend workshops, where the various options can be explored in greater detail, with exhibitions used to convey the outcomes to members of the public.</p> <p>All online documents and webpages</p>

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					<p>contain active links to relevant webpages, whilst friendly URLs are created for use in leaflets, advertisements etc. and on exhibition panels.</p> <p>In printed materials the Council promotes the use of plain English wherever possible. But planning is awash with jargon, often requiring an extensive glossary to be included in documents that are made available to the public.</p> <p>Our regular newsletter (Framework) has received an award from the Royal Town Planning Institute, for providing regular updates on what is happening in planning in Pendle in an easy to read format.</p> <p>An Executive Summary can be helpful and they have been produced where considered appropriate (e.g. for the Sustainability Appraisal Report). However, there is always the risk that people will read no further meaning that not all the nuances of the final decision are fully appreciated.</p> <p>As the oft quoted saying goes: <i>“a little knowledge is a dangerous thing”</i> and can mislead people into thinking that they are more of an expert than</p>

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					<p>they really are. Unfortunately, in many circumstances there no alternative but to read the appropriate section(s) of the main document to fully appreciate the context of what is being proposed.</p> <p>The pages on the Council’s website provide a brief summary of the topic area covered. Friendly URLs offering direct linkages to these webpages are included in relevant publicity materials. From each webpage, visitors wanting to learn more can follow the live links to full copies of the relevant policy and evidence base documents.</p> <p>With the resources available, Pendle Council believes that it carries out appropriate and proportional publicity in advance and during any periods of formal public consultation.</p> <p>This was acknowledged by the independent Inspector appointed to examine the Core Strategy, who noted in his report that <i>“criticisms that the process has not engaged with people are not surprising ... but it seems to me that the Council has gone beyond both legal requirements and its own SCI in attempting to involve all parties in the process”</i></p>

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					<p>(Page 7, Para 21).</p> <p><b>Proposed Changes:</b> Wider use of an Executive Summary to help summarise the findings of complex documents will be considered for future public consultations.</p>
C009	327467	Barrowford Parish Council Iain Lord	-	<p><b>Planning Application Consultations:</b></p> <p><b>Statutory Consultees:</b> The Parish has the legal right to be notified of all planning applications within the Parish Boundary and as such is usually notified generally about planning weekly through the submitted plan list and specifically on applications when the public consultation period starts.</p> <p><b>The Public:</b> The public are notified in a variety of ways dependant on the type and scale of the application and may include, site notices, letter to nearest neighbours, newspaper legal notices and the council's website.</p>	<ul style="list-style-type: none"> <li>Note comments.</li> <li>Note comments.</li> </ul> <p><b>Proposed Changes:</b> No changes to the SCI are proposed to address this comment.</p>
C010	327467	Barrowford Parish Council Iain Lord	-	<p><b>Council comments on the Consultation:</b></p> <p><b>Local Plan Consultations:</b></p> <ul style="list-style-type: none"> <li>The notification and information given to the Parish Council is more than adequate.</li> <li>The supplies of advertising posters used on recent consultations have enabled Parish Councils to promote consultations on council notice boards.</li> <li>The use of public venues such as Holmefield House for drop in exhibitions including one to one talks with planning officers have although useful, are seldom well attended unless a controversial decision is being discussed. Perhaps small exhibition boards promoting these consultation roadshows for a period prior to the event should be</li> </ul>	<ul style="list-style-type: none"> <li>Pendle Council is pleased to note that the Parish Council is satisfied that they receive sufficient information to notify them about, and allow them to advertise, Local Plan consultations.</li> <li>It is acknowledged that planning workshops and exhibitions are often poorly attended, even though much is done by the Council to help to publicise these.</li> </ul>

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				<p>displayed at these venues to encourage higher public participation.</p> <ul style="list-style-type: none"> <li>• More use should be made of social media, such as Facebook, Twitter and perhaps a more interactive simple Pendle planning website. The website could include shorter precise version of policy documents in plain language allowing the public to appreciate the scope of the consultation. These shortened documents could contain links to the full document allowing the public to identify items of importance to</li> </ul>	<p>In the early stages of plan preparation, the Council has had success attending Council events in local parks and by having a presence in the foyers of supermarkets and shopping centres. However, these options are less appropriate in the later stages of plan preparation where it is necessary to provide a large amount of information if people are to effectively evaluate the range of alternative options available.</p> <p>Where desirable and feasible a board summarising the consultation has been made available for display ahead of, or in the days immediately following, a consultation event.</p> <p>However, cost and other considerations (e.g. hire charges and availability of venues etc.) mean that it often impractical to have exhibition panels available for an extended period at anywhere other than the principal planning office.</p> <ul style="list-style-type: none"> <li>• Social media is already widely used to publicise public consultations.</li> </ul> <p>As mentioned in response to C008 (above) the pages on the Council's website provide a brief summary of</p>

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				<p>themselves without having to read complex technical documents and appendices often running into hundreds of pages.</p> <ul style="list-style-type: none"> <li>• As the local newspapers decline in popularity perhaps local radio stations should be asked to air public consultation details signposting the way to further information.</li> </ul>	<p>the relevant topic. To have an Executive Summary form the basis of the webpage is not appropriate, as these too are lengthy documents. One of the friendly URLs embedded in the webpage could link to an Executive Summary, which in turn could contain live links to full copies of the relevant policy and evidence base documents.</p> <ul style="list-style-type: none"> <li>• Press releases are sent to the local press, radio and (when appropriate) TV. All releases are issued to the following media outlets: <ul style="list-style-type: none"> <li><b>Newspapers</b> <ul style="list-style-type: none"> <li>▪ Leader Times Series <ul style="list-style-type: none"> <li>- Nelson Leader</li> <li>- Colne Times</li> <li>- Barnoldswick &amp; Earby Times</li> </ul> </li> <li>▪ Craven Herald</li> <li>▪ Lancashire Telegraph</li> <li>▪ Asian News</li> </ul> </li> <li><b>Radio Stations</b> <ul style="list-style-type: none"> <li>▪ 2BR</li> <li>▪ Drystone Radio</li> <li>▪ Radio Lancashire</li> </ul> </li> <li><b>Online News Pages</b> <ul style="list-style-type: none"> <li>▪ BBC Online</li> <li>▪ Marketing Lancashire</li> <li>▪ Local Government Association</li> </ul> </li> <li><b>Regional Magazines</b> <ul style="list-style-type: none"> <li>▪ Northern Life</li> </ul> </li> </ul> </li> </ul>

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				<ul style="list-style-type: none"> <li>Perhaps public events notice boards in supermarkets and other well used places such as cafes, clubs and public houses should be considered for promoting consultations.</li> </ul>	<p>For major newsworthy stories, press releases are also sent to North West Tonight (BBC) and Granada Reports (ITV).</p> <ul style="list-style-type: none"> <li>Appendix 2 identifies the display locations used on a regular basis to help publicise consultations on planning policy matters.</li> </ul> <p>In the past local schools, colleges and youth clubs have also been used, but with limited success (the majority of schools being closed over the summer months). They will be used once again to help encourage early engagement in the preparation of Local Plan (Part 2).</p> <p>The use of cafes, clubs and public houses has not previously been considered appropriate. Where the local pub or café is considered to be one of the principal hubs in the local community this position will be reviewed.</p> <p><b>Proposed Changes:</b>  Expand the list of display locations to include additional display locations where appropriate (Paragraph 3.71 and Appendix 2).</p>
C011	327467	Barrowford Parish Council	-	<p><b>Planning Application Consultations:</b></p> <ul style="list-style-type: none"> <li>That notification given to the Parish Council is adequate in the initial</li> </ul>	<ul style="list-style-type: none"> <li>It would be unworkable to send</li> </ul>

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		Iain Lord		<p>information but amended plans are not automatically notified as with those receiving neighbour letters.</p> <ul style="list-style-type: none"> <li>• Notices are not always posted near every application site.</li> <li>• Neighbour letters are often confined to a small circle particularly in built up areas leaving some affected properties unaware of the application.</li> <li>• On some larger sites especially through open countryside with public footpath access not enough consideration is given to informing the path users who may not necessarily live within the immediate notification area. Perhaps all public rights of way liable to variation or loss of amenity through planning applications should routinely have notices displayed.</li> <li>• Consideration should be given to a further consultation period if significant amendments are presented either after or towards the end of the public consultation period.</li> <li>• Significant amendments to planning applications should routinely be notified to Statutory Consultees as a matter of course especially Town &amp; Parish Councils as the most local tier of local Government.</li> <li>• That submission of amended plans either on the day of the decision or tabled at the meeting should be resisted as it leads to the appearance that due process including public consultation has been circumvented to the benefit of planning applicants. Using deferment of decision to the next meeting as standard practice would in the long term deter</li> </ul>	<p>notification to every party about new information.</p> <ul style="list-style-type: none"> <li>• As a minimum either site notices are put up, or neighbours (see below) are notified directly, in accordance with the statutory requirements. This is reflected in Appendix 3.</li> <li>• As a minimum letters are always issued to properties bounding the red edge shown on the application.</li> <li>• Site notices are posted at larger sites.</li> <li>• Changes to schemes often happen. There are also strict timescales in which applications must be dealt with. It is not feasible to re-notify third parties of changes.</li> <li>• The late submission of details is never encouraged, but inevitably it does occur. The Courts make it clear that such amendments must be considered, but there is no lawful requirement to re-consult. It is the LPA who take decisions not consultees.</li> </ul>

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				<p>applicants from this practice.</p> <ul style="list-style-type: none"> <li>• Planning documents although readily available on the councils website, often do not contain the relevant details and measurements to enable a subjective view of size and massing or visual impact on the street or landscape with buildings often only showing the height to the roofline at troughing level or top of the highest window, but not the roof ridge line or the top of the chimney stack.</li> <li>• Other areas of confusion when viewing planning drawings on line occur when the existing elevation/layout drawings are drawn in a different usually larger scale than the proposed elevation/layout drawings distorting the initial first impression of overall appearance or massing/layout.</li> </ul>	<ul style="list-style-type: none"> <li>• The online facility allows measurements to be taken by consultees of whatever aspect of the scheme they wish to measure.</li> <li>• However desirable, a local planning authority cannot insist on a single scale for all plans accompanying a planning application. The key issue is that the plans supplied must be to scale.</li> </ul> <p><b>Proposed Changes:</b> No changes to the SCI are proposed to address this comment.</p>
C012	327370	National Trust Alan Hubbard	-	<p><b>Overall</b> Generally it is considered that the document is 'sound' and in principle this timely up-dated document is welcomed. It is noted that National Trust is included in Appendix 1 as a 'General Consultation body' and it is confirmed that the Trust continues to take an active interest in planning matters relating to Pendle including the preparation of Development Plan Documents and related consultations. Accordingly it is correct that the Trust is included in Appendix 1 and we would wish to be included in all future consultations.</p>	<p>Note comments.</p> <p><b>Proposed Changes:</b> No changes to the SCI are proposed to address this comment.</p>
C013	327370	National Trust Alan Hubbard	Fig. 3.1	<p>It is considered that it is very difficult to tell the difference between those stages that are "Public Consultation (Statutory)" and "Public Consultation (Optional)" as the colours used for these boxes are so similar (the same?) and more particularly it is difficult to see which boxes have the thicker border lines. It is suggested that some more distinct difference is incorporated, e.g. pronounced dark and light shading, so that the Statutory and Optional consultation stages can be much more readily distinguished.</p>	<p>It is agreed that the shading and borders used in Figure 3.1 did not reproduce well in pdf and printed formats of the document.</p> <p>The changes identified below, should help to distinguish between the different types</p>

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					<p>of public consultation, whilst adhering to the document style template.</p> <p><b>Proposed Changes:</b>  <i>A darker shade of pink and solid line will be used to identify statutory public consultations. In contrast the current shade of pink will be retained for optional public consultations with a broken line (rather than a solid line) used for the border.</i></p>
C014	327370	National Trust Alan Hubbard	Table 3.2/3.3	The intended consultation arrangements as set out here are agreed, in particular in respect of when General Consultation Bodies such as National Trust will be notified.	<p>Note comments.</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>
C015	327370	National Trust Alan Hubbard	Table 3.4	It is noted that the consultation arrangements in respect of the CIL Charging Schedule do not include the General Consultation Bodies. Whilst it is not considered that it is necessary to consult all such bodies on the Schedule it is noted that National Trust is a land owner in the local area, part of the local business community and undertakes volunteer work through its Ranger based at Gawthorpe Hall – accordingly the Trust is of the opinion that it is a body that should be consulted at the various main consultation stages in the preparation of the CIL Schedule as set out in this Table.	<p>The list of key stakeholders was intended to highlight that the Council would seek to draw upon the expertise of relevant organisations, including those designated as specific, general or prescribed consultation bodies. The suggested revision below is intended to make this intention clearer.</p> <p><b>Proposed Changes:</b>  <i>The introductory wording in the first two rows of column three (“Who we will consult”) will be amended to read as follows:</i></p> <p><i>“Key stakeholders (including relevant specific, general and prescribed consultation bodies), but in particular ...”</i></p>

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C016	478805	Ms Sheila Smith	-	The Statement of Community Involvement looks quite impressive on paper, but I am concerned that it does not ensure that the public are properly consulted. The members of the public who attended the 2015 Core Strategy hearings were unanimous in agreeing that the views of the public had been ignored by the council and that we had been inadequately consulted. The planning inspector was fooled, but no-one else was.	<p>Pendle Council is fully committed to early and meaningful engagement with the local community and key stakeholders, as evidenced by the SCI (2007) and this update (2015).</p> <p>A key indication of whether a plan has been positively prepared, and that genuine engagement has taken place with the local community, is to ensure that the commitments set-out in the SCI have been complied with. To evidence this, the Council published six Consultation Statements at critical stages in the preparation of the Core Strategy, whereas the Regulations only require one to be published immediately prior to submission to the Secretary of State. The Council also published a statement demonstrating compliance with the Duty to Cooperate.</p> <p>The Consultation Statements identify who, why, when and how key stakeholders and other interested parties were consulted in the preparation of the Core Strategy. They offer details of the methods of engagement employed (e.g. workshops and exhibitions) and examples of the advanced publicity that was issued (e.g. letters, press advertisements, press releases). More importantly they provide details of all the representations received in response to a formal public</p>

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					<p>consultation; showing how the document was changed in response to the comments made, or offering an explanation why no change was being recommended.</p> <p>For transparency, each consultation statement is made available for public comment alongside the next iteration (version) of the plan.</p> <p>This information was sufficient to demonstrate to the Inspector that the Council had fulfilled the commitments it had set out in the SCI (2007). In his report the Inspector noted that <i>"criticisms that the process has not engaged with people are not surprising ... but it seems to me that the Council has gone beyond both legal requirements and its own SCI in attempting to involve all parties in the process"</i> (Page 7, Para 21).</p> <p>As the respondent notes, what is proposed in the SCI update <i>"looks quite impressive on paper"</i> and as noted above, the Council has a track record of going beyond what it has promised to do.</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>
C017	478805	Ms Sheila Smith	-	The public consultation process began in quite a promising fashion, with the 'You Choose Campaign'. This was aimed at representatives from	This comment relates to the preparation of the Core Strategy (CS), a document

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				<p>community groups, who were invited to attend meetings. 112 of these people commented on their vision of the future of Pendle. It is striking to see how many comments were in support of the re-instatement of the Colne to Skipton railway, the regeneration of terraced housing and mills, the use of brownfield sites for new developments, the protection of our countryside and heritage, and the promotion of tourism. There were no calls for the development of greenfield sites and few supporters of the bypass. After this encouraging start, the consultation process quickly deteriorated. Instead of enabling these community leaders to involve their local groups in discussions, the council filed all the comments in an appendix of the Core Strategy and moved on to the next stage.</p>	<p>that was adopted by the Council in December 2015.</p> <p>Early engagement took place in 2007, with consultation on the Issues and Options in 2008 and Preferred Options in 2011.</p> <p>In March 2012 the government introduced the National Planning Policy (NPPF). As the CS is required to conform to national planning policy a number of changes had to be made ahead of Publication later that year.</p> <p>The CS, as adopted, continues to support many of the points highlighted by the respondent – e.g. reinstatement of the former Colne to Skipton Railway line (Policy ENV4) and the protection of our historic and natural environment (Policy ENV1).</p> <p>Engagement and consultation on the preparation of all planning policy documents is front loaded, so that interested parties can influence the document from the outset.</p> <p>As noted in response to Comment ID C016 the Consultation Statements, published at critical stages in plan preparation, clearly set-out:</p> <ul style="list-style-type: none"> <li>• Who was consulted</li> </ul>

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					<ul style="list-style-type: none"> <li>• Why they were consulted</li> <li>• When they were consulted</li> <li>• How they were consulted</li> <li>• What they said</li> <li>• How their comments influenced the next iteration (version) of the plan; <u>or</u></li> <li>• Why no change was recommended in response to their comments.</li> </ul> <p><b>Proposed Changes:</b> No changes to the SCI are proposed to address this comment.</p>
C018	478805	Ms Sheila Smith	-	<p>All subsequent consultations with the public took the form of exhibitions in libraries and other public buildings. Notices were put in the press and people on the council's database were notified. But it can be very daunting to write comments. People who have very clear ideas about their wishes for the future of Pendle can find it difficult to express them in writing. The representation forms are almost unintelligible, and people often prefer to write letters instead. But any comments which do not refer directly to the questions in the representation forms are disregarded. So although members of the public can seem to be taking an active part in the consultation process, they are actually excluded by their ignorance of the correct procedures.</p>	<p>Early informal engagement (in the form of public exhibitions, stakeholder workshops etc.) allows interested parties to provide their comments verbally. These are noted by planning officers, who may amend the document being prepared, to take account of the comments received.</p> <p>However, where a formal public consultation on a Local Plan document is held, Regulation 17 of the Town &amp; Country Planning (Local Planning) (England) Regulations 2012, requires representations to be:</p> <ol style="list-style-type: none"> <li>1. provided in writing; and</li> <li>2. received by the local planning authority by the close of the consultation period.</li> </ol> <p>Whilst the use of the official representation form or the online consultation portal is encouraged, the</p>

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					<p>Council cannot require their use. Any advance publicity or notifications make it clear that representations can also be submitted in the form of a letter or email. The vast majority of representations are received in the form of a letter or email. None of the comments received by the Council are ignored. However, it is not possible to consider those that fail to address the planning process, or the subject matter of the document under consideration. Where appropriate, such comments are referred to other sections of the Council.</p> <p>Where the Council's chosen strategy, or policy direction, is at odds with the comments provided by the respondent, an explanation is provided in the Consultation Statement. For example, where a comment recommends a change that is contrary to national planning policy, the Council cannot agree to this request.</p> <p>A copy of the relevant Consultation Statement accompanies the Committee Report seeking the approval of elected members to proceed with the next iteration (version) of the plan.</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>

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C019	478805	Ms Sheila Smith	-	I believe that, in order to connect with people properly, there must be significant changes to the way in which the consultations are conducted. It is an excellent idea to involve community representatives and leaders, but they must then be enabled to involve their communities in the process. The representation forms and the supporting documents must be either simplified so that people can actually understand them, or explained thoroughly to community leaders so that they can guide their group members as to what they need to write in order to make their wishes known.	<p>Writing planning policy that is locally distinctive, within the context of national policy requirements, requires a wide-range of legislation, evidence and viewpoints to be taken into account. This often requires a range of realistic alternatives to be evaluated, making it highly unlikely that everyone will be happy with all the choices that are made. Unfortunately, all too often the views expressed by many people are contrary to national planning policy and government legislation.</p> <p>Clearly articulating the decisions behind these difficult choices is an issue that we are constantly trying to improve upon.</p> <p>For complex issues key stakeholders (including voluntary and community groups) are invited to attend workshops, where the various options can be explored in greater detail, with exhibitions used to convey the outcomes to members of the public.</p> <p>In printed materials, the Council promotes the use of plain English wherever possible. But planning is awash with jargon, often requiring an extensive glossary to be included in documents that are made available to the public.</p> <p>Our regular newsletter (Framework) has</p>

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					<p>received an award from the Royal Town Planning Institute, for providing regular updates on what is happening in planning in Pendle in an easy to read format.</p> <p>An Executive Summary can be helpful and they have been produced where considered appropriate (e.g. for the Sustainability Appraisal Report). However, there is always the risk that people will read no further meaning that not all the nuances of the final decision are fully appreciated.</p> <p>As the oft quoted saying goes: <i>“a little knowledge is a dangerous thing”</i> and can mislead people into thinking that they are more of an expert than they really are. Unfortunately, in many circumstances there no alternative but to read the appropriate section(s) of the main document to fully appreciate the context of what is being proposed.</p> <p>The pages on the Council’s website provide a brief summary of the topic area covered. Friendly URLs offering direct linkages to these webpages are included in relevant publicity materials. From each webpage, visitors wanting to learn more can follow the live links to full copies of the relevant policy and evidence base documents.</p>

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					<p>With the resources available, Pendle Council believes that it carries out appropriate and proportional publicity in advance and during any periods of formal public consultation.</p> <p><b>Proposed Changes:</b>  <i>Wider use of an Executive Summary to help summarise the findings of complex documents will be considered for future public consultations.</i></p>
C020	478805	Ms Sheila Smith	-	<p>A similar role should be taken by councillors and the Pendle MP. Paragraph 4.21 of the Statement of Community Involvement maintains that 'As representatives of their local community, Pendle's 49 ward councillors have an important role to play in acting as a channel of communication between the public'. The ward councillors and the MP could be excellent intermediaries between the council and the public. They are in constant contact with the council and with their constituents and have many opportunities to acquaint themselves with the issues that are relevant to their communities and to explain them to the public, through newsletters, etc.</p>	<p>As noted by the respondent the important role played by local councillors and the MP is acknowledged in paragraph 4.21 of the current SCI (2007). This is reiterated and expanded on in the draft SCI update (2015) in paragraphs 3.68-3.74 (pages 52-53).</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>
C021	478805	Ms Sheila Smith	-	<p>I add that I do not have much faith in the ability of the council to notify me of all the opportunities to take part in consultations. The last Framework newsletter advised that people on the database would be informed when the next consultation would take place, but I was not notified, and nor was my sister. I found out about it in an article in the Colne Times.</p>	<p>All contacts on the Council's database (including the respondent) are normally sent advance notification of all formal public consultations by letter and/or email. Pendle Council retains evidence to demonstrate who has been notified, how they were contacted and when the information was sent. However, the Council cannot guarantee that these notifications are received, particularly if consultees fail to notify the Council if they change jobs, move house or change their</p>

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					<p>email address.</p> <p>From the respondents comments it is reassuring to know that where letters or emails do not reach the intended recipient, the articles and/or advertisements placed in the local media are seen by members of the local community.</p> <p>Where prominent coverage is essential (e.g. for a statutory public consultation) a full colour advertisement is placed within the editorial section of the Leader Times Series of newspapers. Public notices also used where a considerable amount of information needs to be conveyed to the reader, or a particular planning regulation complied with.</p> <p>Press releases are always issued to the local media ahead of any formal public consultation. If a press release is not used, the Council's Communications Team will follow up with a telephone call to the publishers to try to secure prominent coverage within the paper at the earliest opportunity. However, the Council does not have the final say on usage or positioning within the paper.</p> <p>Messages on social media, and information published on the Council's website and in the regular newsletter</p>

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					<p>(Framework) are used to help maintain as high a profile as possible throughout the consultation period.</p> <p><b>Proposed Changes:</b>  <i>No changes to the SCI are proposed to address this comment.</i></p>
C022	618703	Lidgett & Beyond Mr David Cockburn-Price		<p><b>Introduction</b></p> <p>1. Lidgett &amp; Beyond (“L&amp;B”) makes the overall observation that the Statement of Community Involvement (“SCI”) document prepared by Pendle Borough Council and its Officers (“PBC”) looks thorough and covers all likely planning activities. It seeks to explain to the public what goes on in local planning matters and sets them in context of planning legislation and practice. It also provides a set of processes and a framework against which PBC can be measured and checked.</p> <p>2. L&amp;B notes though that in a document about community involvement, the vast majority of the text deals with the processes of planning and how reports/documents are prepared and only a handful of paragraphs actually refer to how the community can get involved and/or respond.</p>	<p>1. Pendle Council is pleased that Lidgett &amp; Beyond (“L&amp;B”) feel that the SCI provides a suitable framework for public engagement and consultation on planning matters against which the Council’s performance can be measured and checked.</p> <p>2. The perceived imbalance between process and methods of engagement can be largely attributed to the fact that the regulations governing planning are many and complex. They are also unfamiliar to most members of the general public. As such it is inevitable that these matters require a more detailed explanation than the mechanisms the Council will use to engage and consult with members of the local community.</p> <p>The methods employed for engagement and consultation (e.g. letters, workshops, exhibitions, press advertisements etc.) require little</p>

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					<p>introduction, but are addressed at appropriate points within the document, notably paragraphs 3.62-3.77. In particular Table 3.5 clearly articulates the benefits of each mechanism.</p> <p>That said, it is accepted that an overview of the methods typically used to publicise a public event or consultation would be useful.</p> <p><b>Proposed Changes:</b>  <i>The section entitled 'How We Will Engage With You' in Chapter 3 has been augmented to provide an overview of how the Council will normally notify, publicise and engage with key stakeholders and members of the local community.</i></p>
C023	618703	Lidgett & Beyond Mr David Cockburn-Price	1.3, 2.30- 2.33	<p><b>Engaging with the Public</b></p> <p>3. Para 1.3 notes that “it is important that the local community is encouraged to actively participate in the preparation of new planning policy and provided with the opportunity to comment on new policy documents and applications for development” and Para 1.4 notes that “SCI shows how you can become involved in the preparation of new planning policy and comment on planning applications. To do this it sets out how Pendle Council will seek to engage with interested parties so they can influence those decisions that will help to shape the future of the borough.”</p> <p>4. These are particularly important to emphasise as L&amp;B’s own experiences with various planning applications and the experiences of the Councillors and the public in the preparation and finalisation of the Core Strategy have</p>	<p>3. Pendle Council is fully committed to early and meaningful engagement with the local community and key stakeholders, as evidenced by the SCI (2007) and this update.</p> <p>4. Engagement and consultation on the preparation of all planning policy documents is front loaded, so that</p>

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				<p>shown that many people have felt, and continue to feel, uninformed, ignorant and powerless in the face of the various documents being presented for review/approval, in many cases as a “fait accompli”.</p> <p>5. Positive and proactive engagement by PBC with relevant local people would overcome the feeling that plans and documents are being prepared without their involvement at an early enough stage. As an example, L&amp;B notes in Para 2.30-2.33 the reference to a Supplementary Planning Documents entitled “Development in the Open Countryside and AONB” which looks like it will be very relevant for the L&amp;B area and yet we had never heard of it nor have we been approached to see if we have any early</p>	<p>interested parties can influence the document from the outset. In these early stages public exhibitions and stakeholder workshops etc. are widely used to enable interested parties to view what is being proposed and have a two-way, face-to-face conversation with the officers writing the document.</p> <p>Inevitably in the later stages of document preparation there is less opportunity to change what has already been agreed.</p> <p>Government regulations often require planning and evidence base documents to be fairly technical, relatively complex and unavoidably long. This is often unavoidable if they are to be considered to be thorough and robust, which they must be to be found sound at examination. As noted previously the wider use of an Executive Summary will be considered where this is considered to be appropriate.</p> <p>5. The respondent cites the Development in the Open Countryside and AONB SPD, as an example of the lack of positive and proactive engagement carried out by the Council; stating that L&amp;B has “<i>never heard of it nor have we been approached to see if we have any</i></p>

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				<p>stage input. It could be that it has not even been scoped or started, but unfortunately there is now a general climate of suspicion around the range of documents PBC has been preparing and its activities and plans in the L&amp;B and wider area.</p>	<p><i>early stage input."</i></p> <p>With an existing SPG on Development in the Open Countryside (adopted in 2002), this SPD has not been a priority for the Council. The respondent is therefore correct in stating <i>"that it has not even been scoped or started"</i>. As such no approach has been made to any organisations or individuals <i>"to see if (they) have any early stage input."</i></p> <p>The inference that the production of this document has been kept quiet is also unfounded. A profile of the SPD has been included in the Council's Local Development Scheme (LDS) since January 2005. Initially intended to be two separate documents, since the 3<sup>rd</sup> Revision LDS (December 2008) it has featured as a single SPD.</p> <p>An update on the current status of documents identified in the LDS has been a regular feature in our newsletter Framework, under the heading 'Document Progress'. In each of the 22 editions published since March 2009, the table has clearly shown that work on the Development in the Open Countryside &amp; AONB SPD has yet to commence.</p> <p>A regular update on document</p>

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				<p>6. L&amp;B also highlights that when responses are submitted to consultations or to significant planning matters there is no feedback given, so the impression is often that the comments have probably been dismissed or ignored. Whilst it is clearly uneconomic to respond to every public response/comment, where local interest groups like L&amp;B have written detailed and longer submissions on behalf of a larger section of the community, they should be formally met or responded to as this would show that their comments have been reviewed and considered. They could then disseminate comments to the community on PBC's behalf and such interaction would help educate and inform people, correct errors in fact or understanding, and promote a feeling of involvement.</p>	<p>progress is also provided annually in the Authority's Monitoring Report (AMR).</p> <p>6. The respondent claims <i>"that when responses are submitted to consultations or to significant planning matters there is no feedback given."</i></p> <p>Pendle Council published six Consultation Statements at critical stages in the preparation of the Core Strategy, whereas the Regulations only require one to be published immediately prior to submission to the Secretary of State.</p> <p>These statements identify who, why, when and how key stakeholders and other interested parties were consulted in the preparation of the Core Strategy. They offer details of the methods of engagement employed (e.g. workshops and exhibitions) and examples of the advanced publicity that was issued (e.g. letters, press advertisements, press releases). More importantly they provide details of all the representations received in response to a formal public consultation; showing how the document was changed in response to the comments made, or offering an explanation why no change was being</p>

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					<p>recommended.</p> <p>For transparency, each consultation statement is made available for public comment alongside the next iteration (version) of the plan.</p> <p>This information was sufficient to demonstrate to the Inspector conducting the independent examination of the Core Strategy that the Council had fulfilled the commitments it had set out in the SCI (2007). In his report the Inspector noted that <i>“criticisms that the process has not engaged with people are not surprising ... but it seems to me that the Council has gone beyond both legal requirements and its own SCI in attempting to involve all parties in the process” (Page 7, Para 21).</i></p> <p><b>Proposed Changes:</b>  <i>The introduction to Chapter 3 has been extensively re-written to provide a clearer indication of what publicity can be reasonably expected for a public consultation carried out in accordance with the Regulations.</i></p>
C024	618703	Lidgett & Beyond Mr David Cockburn-Price	3.48-3.61 Fig. 3.2	<b>Neighbourhood Planning</b> 7. Paras 3.48-3.61 & Fig 3.2 clearly sets out the rules and the process to be followed for Neighbourhood Plans and L&B notes that it will be working with Colne, Trawden and Laneshawbridge Councils to prepare one. L&B	7. Note comments.  <b>Proposed Changes:</b>

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				looks forward to appropriate assistance and support being provided by PBC and we will be able to report back on this process as we are aware that this is a new area for all parties.	<i>No changes to the SCI are proposed to address this comment.</i>
C025	618703	Lidgett & Beyond Mr David Cockburn-Price	4.29-4.31, 4.43, 4.47-4.49, 4.57-4.58	<p><b>Planning Applications</b></p> <p>8. Paras 4.28-4.31 give an impression of positive, almost two-way, engagement with communities by applicants on potentially contentious planning applications. L&amp;B's experiences from many wind turbine applications and from The Rough show that, at best, lip service is paid to the views and concerns of local people. We suggest that PBC briefs applicants better in future as to what to expect and how to engage in a more sensitive way – that relies on PBC being appropriately in touch with local people and it may be that the neighbourhood plan exercise will assist this.</p> <p>9. Para 4.43 states that all neighbouring properties are issued with a written notification. We highlight that several immediate neighbours of The Rough were not written to, presumably an administrative oversight.</p> <p>10. L&amp;B notes that Paras 4.47-4.49 and 4.57-4.58 are one of the few areas where the public's involvement is actively encouraged. From our experience in encouraging people to comment on planning applications, additional guidance needs to be given to people as to what and how they should comment on a planning matter, rather than just saying it must be "relevant to planning". This would overcome the fear of feeling they have to understand planning legislation in order to comment on something that will be local and dear to their hearts.</p> <p>11. A specific comment relating to Para 4.49 and the website Planning Documents – L&amp;B has noted the need occasionally to improve the description of uploaded documents so it is easier to find a specific one if there are multiple pages involved and documents have the same or similar titles. L&amp;B has also noted that email/correspondence text is often illegible</p>	<p>8. There is no ready solution to this. Applications, such as the wind turbines referred to, are often submitted without any prior knowledge of the LPA. Unless statute alters to allow LPAs to reject schemes that do not have adequate public consultation prior to submission there is no route available for the LPA not to process the submissions.</p> <p>9. We are aware of one instance where someone did not receive a letter although it was posted.</p> <p>10. There is published guidance specific to Pendle on what is deemed by the courts to be a material planning issue. We would however encourage anyone to make whatever comments they wish to.</p> <p>11. We are moving to a new online software system in April 2016. We will seek to improve the way information is available to the public. The nature of some technical</p>

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				<p>as it includes formatting info from the original source.</p> <p>12. A point of detail – there is a missing word in the last line of Para 4.57 “...members of the committee may <u>ask</u> questions...”.</p>	<p>requirements are that long documents are submitted.</p> <p>12. Comment noted and accepted.</p> <p><b>Proposed Changes:</b>  <i>The word ask will be added to paragraph 4.57 so that it reads:</i></p> <p><i>“After speaking, members of the committee may <u>ask</u> questions to help clarify or confirm what you have said.”</i></p>