

Statement of Community Involvement

Shaping the Future of East Lindsey



SUBMISSION DOCUMENT

OCTOBER 2006



East Lindsey
DISTRICT COUNCIL

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Shaping the Future of East Lindsey

Preface

New legislation means that our Local Plan (The East Lindsey Local Plan) is about to be replaced by a collection of planning documents called a Local Development Framework (LDF)

This document is called the Statement of Community Involvement (SCI) and explains how and when the Council will consult with communities and other interested parties in drawing up all of the documents that will make up the LDF.

It has been prepared in compliance with the statutory consultation requirements of the Town and Country Planning (Local Development) (England) Regulations 2004.

This document is a revised version of the draft Statement of Community Involvement entitled "Shaping the Future of East Lindsey" that was widely circulated for consultation in May/June 2006. The clearest message from consultation responses was that the document contained too much jargon and was not user-friendly. You can read more about the comments received on the draft SCI and the many changes we have made to the document in response in a report that was considered and approved by the Council on 23rd August 2006. All those who submitted comments on the draft document have received a copy of the report which you can see on the Council's website, www.e-lindsey.gov.uk.

What happens now?

In this second round of consultation we are inviting your comments on the revised Statement of Community Involvement to find out if the changes that have been made overcome any concerns you may have had.

You should find a response form attached to this document which you may complete and return to the address on the previous page by 4.45pm on Monday 20th November, 2006. There is also a downloadable version on the Council's website which can be returned electronically to www.local.plan@e-lindsey.gov.uk.

The revised document has also been submitted to the Secretary of State for Communities and Local Government who will assess whether or not it is fit for purpose using the 'Tests of Soundness' that you can find explained in Appendix 3.

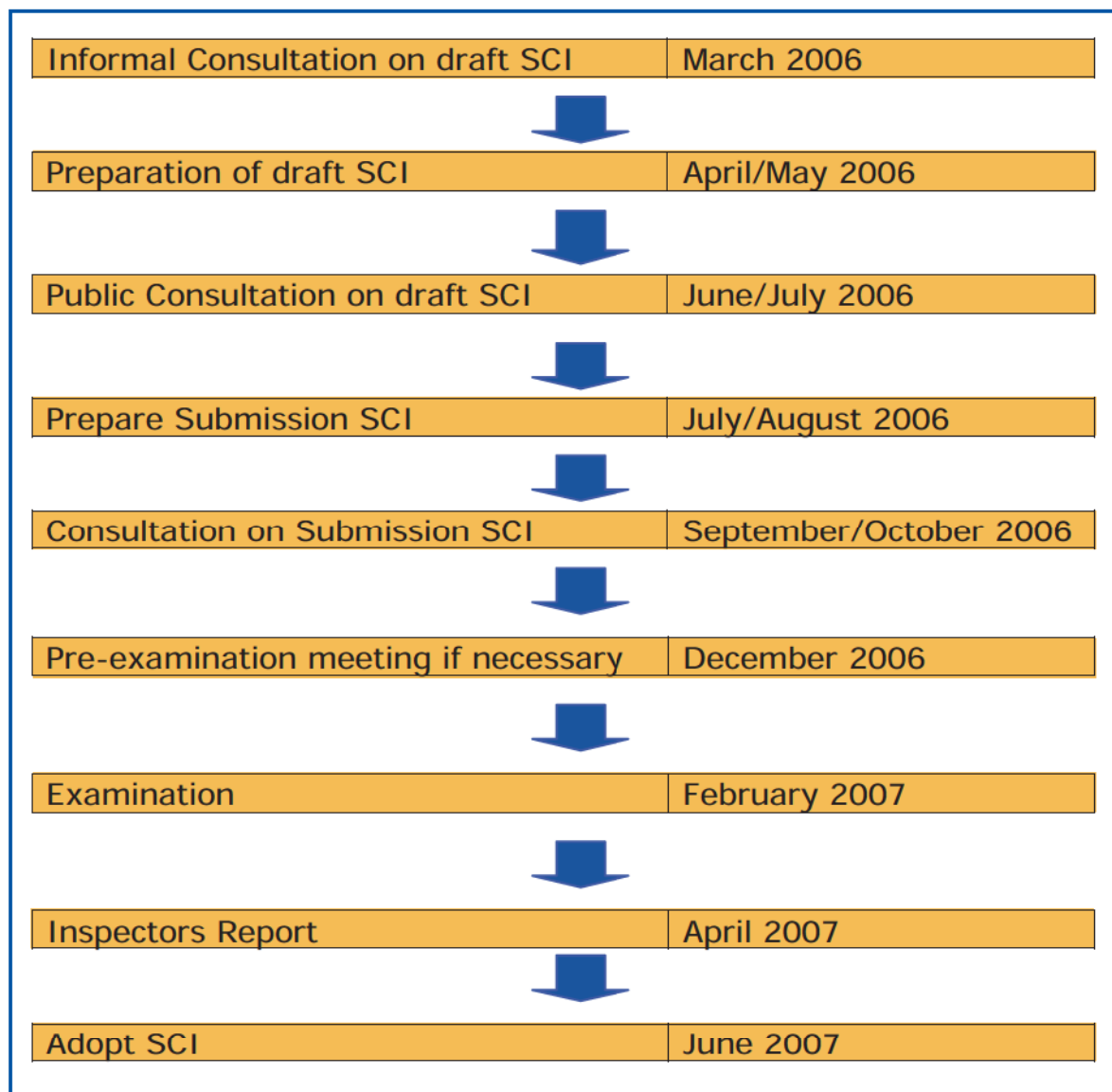
What will happen to my comments?

Any comments received at this stage will be passed directly to the Secretary of State. You will be able to see all representations on the Council's web site (www.e-lindsey.gov.uk) and at the area offices, which are listed at Appendix 1.

Early in 2007 the submitted document and the comments that have been received will be subject to independent examination by an Inspector appointed by the Secretary of State. The results of the independent examination will be binding upon the Council who must then adopt the document.

Diagram 1

The stages in the preparation of the Statement of Community Involvement (SCI)



Glossary

Jargon Busting

The new Local Development Framework process has given rise to a whole new vocabulary and numerous abbreviations and acronyms. Most are legal terms and can rarely be avoided, especially in this document. The following glossary should help explain them.

The Act:

The Planning and Compulsory Purchase Act 2004, which introduced the new Local Development Frameworks to take over from Local Plans.

Action Area Plan:

This is a Development Plan Document prepared at any time, to set planning guidelines to manage change in a particular area (especially those under pressure for development), which will be included in the Local Development Framework.

Annual Monitoring Report:

A report produced each year by the Council to monitor progress on the Local Development Scheme and to judge the effectiveness of the Local Development Documents. It will also evaluate the effectiveness of community involvement in the preparation of the Development Plan Documents.

The Development Plan:

This is the name used to refer to a collection of spatial planning policies for the area. It is made up of the Regional Spatial Strategy and the Development Plan Documents contained in the Local Development Framework. In East Lindsey this will consist of the East Midlands Regional Spatial Strategy (RSS 8) and the East Lindsey Development Plan Documents.

Development Plan Documents (DPDs):

These are the most important planning policy documents prepared by the Council as part of the Local Development Framework. They will include:

- a core strategy (setting out the long-term spatial strategy for East Lindsey and strategic policies to deliver it);
- site-specific allocations of land;
- area action plans (where needed, these will be used to provide a planning framework for areas of change and conservation and can be prepared on a rolling programme as and when necessary);
- a proposals map (with inset maps where necessary); and
- broad development control policies to ensure all development meets the vision and strategy in the core strategy.

Local Development Documents (LDDs):

The collective name for Development Plan Documents (DPDs), Supplementary Planning Documents (SPDs) and the Statement of Community Involvement (SCI) that, together, make up the Local Development Framework.

Local Development Framework (LDF):

A portfolio of Local Development Documents (LDDs) that will provide the spatial planning strategy and all local planning policies for the district, eventually replacing the Local Plan.

Local Development Scheme (LDS):

This sets out the programme and timetable for the preparation of the Local Development Documents.

Planning Policy Statements (PPSs):

Documents that set out Central Government's national land use planning policies for England. They have begun to take over from the earlier Planning Policy Guidance Notes (PPGs). All policy documents within the Local Development Framework are expected to conform to this national guidance.

Planning Policy Statement 12: Local Development Frameworks (PPS12):

This PPS sets out the Government's requirements and guidance on producing Local Development Documents that will comprise the Local Development Framework.

Proposals Map:

A map that shows where the development plan policies and proposals will apply (it may include inset maps for individual settlements or areas).

Regional Spatial Strategy (RSS):

Prepared by the regional planning authority, this sets out the strategic policies for the development and use of land across the region. It forms the strategic basis for Local Development Frameworks. East Lindsey falls within the area covered by the East Midlands Regional Spatial Strategy (RSS 8).

The Regulations:

The Town and Country Planning (Local Development) (England) Regulations 2004, and the Town and Country Planning (Transitional Arrangements) Regulations 2004, which are legal documents laying down the rules that local planning authorities must follow when preparing Local Development Plan Documents.

Statement of Community Involvement (SCI):

This is the name for this document. It sets out the ways the local planning authority intends to involve the community in the preparation, alteration and review of all development documents and in significant development control decisions. This will not be a development plan document but will be subject to independent examination. A consultation statement showing how the local planning authority has complied with its own statement of community involvement will be required for all local development documents.

Strategic Environmental Assessment:

Strategic Environmental Assessment (SEA) is the term used internationally to describe the testing of policies, plans and programmes against environmental criteria. The European SEA Directive (2001/42/EC) requires that formal environmental assessment is carried on certain plans and programmes, including all Development Plan Documents in the Local Development Framework. It will form part of the Sustainability Appraisal.

Supplementary Planning Documents (SPDs):

These provide guidance to supplement the policies and proposals set out in the Development Plan Documents. They will not form part of the Development Plan or be subject to independent examination.

Sustainability Appraisal:

This is required under the Planning and Compulsory Purchase Act 2004 to be undertaken for Local Development Documents to ensure that their policies and proposals reflect sustainable development objectives (i.e. social, environmental and economic factors). This will be prepared by an independent specialist person or organisation and will incorporate the Strategic Environmental Assessment.

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Part One

Chapter 1

1. Introduction

- 1.1 Local Development Frameworks (LDFs) are set to replace Local Plans. They show where future development will take place and provide the policies that will be used for deciding planning applications. Unlike the Local Plan the LDF is made up of a number of documents which can be revised separately, providing a more versatile and up-to-date set of plans and policies (see para 2.1).
- 1.2 We will consult on each document of the Local Development Framework separately, providing regular opportunities for the community to have its say about the future of the District. This document, the Statement of Community Involvement (SCI), sets out when those opportunities will be and the different ways you can become involved.
- 1.3 The SCI also explains how the Council will consult people on planning applications. This is set out in Part Two, chapter 9.
- 1.4 Community involvement in the preparation of the LDF will help the Council to create a document that reflects the views and ambitions of communities. In particular, your early involvement in the LDF will help provide information and raise issues that we may not have thought of before. We will give you written feedback on your responses to consultation so that you can see how they have been acted upon.

Chapter 2

2. The Local Development Framework - A New Planning System

2.1 The Local Development Framework will be made up, primarily, of two different types of document.

1. Development Plan Documents (DPDs)

The Council is proposing to produce four Development Plan Documents:

- a Core Strategy (including key policies),
- Development Control policies,
- Settlement Proposals, and
- a proposals Map (with inset maps as necessary).

The Council may also decide to prepare other DPDs, such as Area Action Plans, later.

2. Supplementary Planning Documents (SPDs)

This provides more detailed guidance on specific issues or sites. The Council is only proposing to produce a Planning Obligations SPD at this stage. Others will follow.

The following documents will also be part of the Local Development Framework:

- **Statement of Community Involvement (SCI)**

This document sets out how and when the Council will involve the community in the preparation of the Local Development Framework.

- **Annual Monitoring Report**

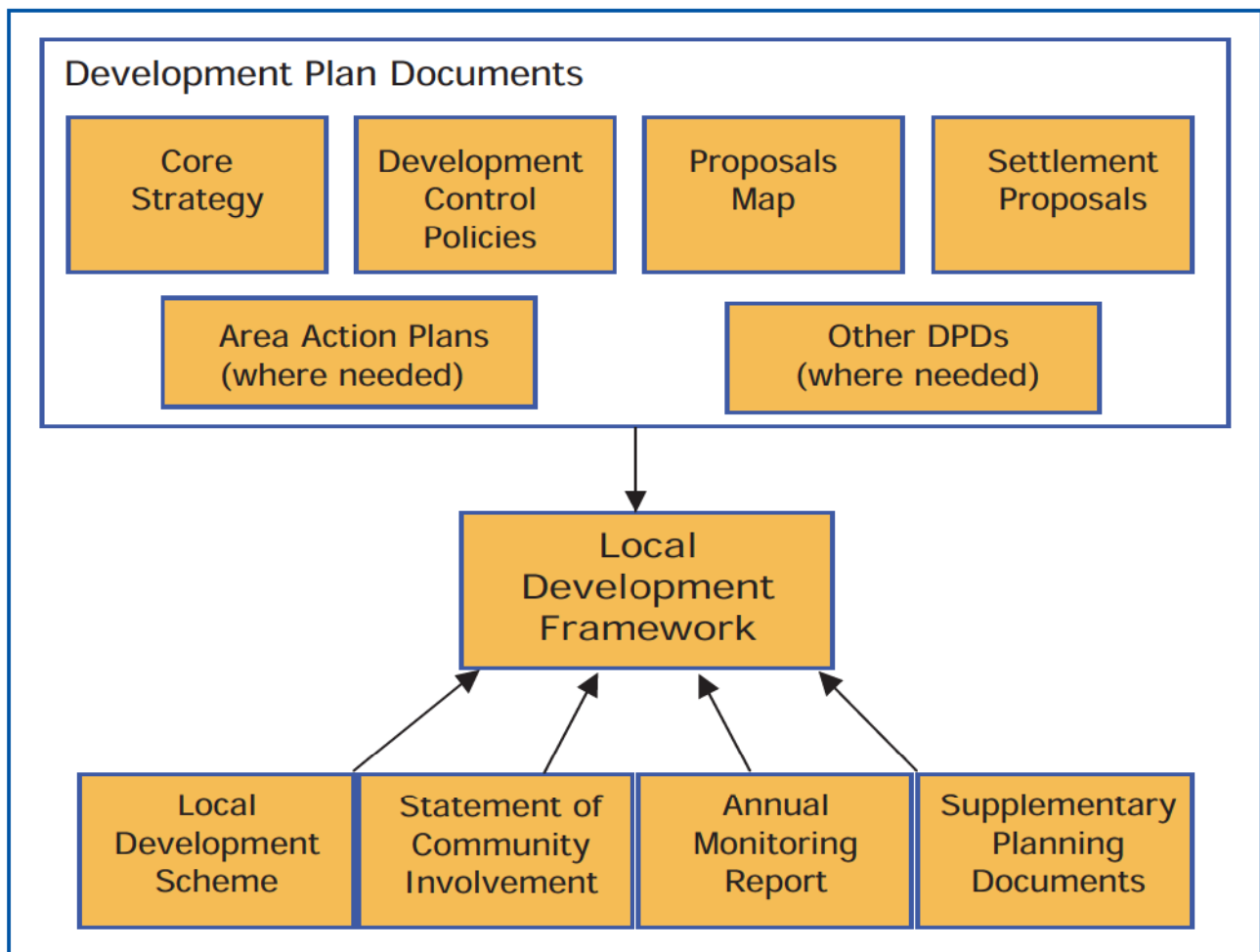
This is produced each year by the Council to measure the performance of the Local Development Framework over the course of the year. It will also evaluate the effectiveness of community involvement.

- **Local Development Scheme**

This document already exists and sets out the agreed programme and timetable for preparing the Local Development Framework. It can, however, be amended over time.

The following diagram shows how these documents fit together to form the Local Development Framework.

Diagram 2
The Structure of the Local Development Framework



2.2 In addition, other technical documents will be produced which are not part of the Local Development Framework but which contribute to it. An example is the Sustainability Appraisal (SA). This ensures that the documents of the Local Development Framework balance the needs of society, the environment and the economy. It is carried out by an independent specialist. A Sustainability Appraisal also satisfies European law by incorporating a Strategic Environmental Assessment.

2.3 The following two chapters set out what documents the Council will produce and how it proposes to consult on each one.

Chapter 3

3. The Different Consultation Stages

Consultation on Development Plan Documents

3.1 There will be three stages of consultation for each of the Development Plan Documents (DPDs). The Proposals Map DPD will be prepared over time as it will show, on a map, what is contained in the other three DPDs. Therefore, it will be available for comment at their appropriate consultation stages.

Stage 1 Early engagement

We will involve the public and other interested parties at an early stage, prior to deciding on the content of each document. Early engagement will help the Council to better understand the issues and work up options for Council policy.

Stage 2 Pre-Submission Consultation (on Preferred Options)

Options will be developed from the information gathered during the early engagement with the community. As soon as the options have been developed there will be a consultation period of six weeks to gather views on the Council's preferred options.

Stage 3 Consultation on the submitted document

Finally, the Council will submit the DPD to the Secretary of State for approval. At the same time six weeks will be allowed for the public to

comment upon the submitted document. In the case of the Settlement Proposals DPD the Council will also publish and consult on any alternative sites proposed. All comments received will be submitted to the Secretary of State for examination by an independent inspector, who will decide if any changes need to be made. His/her decision is final.

Consultation on Supplementary Planning Documents

3.2 For the Planning Obligations (and any subsequent) SPD two stages of consultation will take place.

Stage 1 Early engagement

The Council will informally involve local communities and other groups in the preparation of draft Supplementary Planning Documents. This could include the use of questionnaires, workshops, meetings and interactive community events such as planning-for-real exercises.

Stage 2 Public consultation on the draft Supplementary Planning Document

When the final draft of a SPD has been prepared it will be open to consultation for a period of 6 weeks and, in the light of all comments received, the Council will decide any changes that might be needed and adopt the final document.

SPDs do not have the same legal status as Development Plan Documents, do not need to be submitted to the Secretary of State and are not subject to independent examination.

Consultation on the Sustainability Appraisal

3.3 There will be two formal consultations on the Sustainability Appraisal.

1 Scoping report

A scoping report is a document that explains the range of topics/issues that should be covered by the Appraisal. When the independent appraisers have prepared the scoping report, they will seek views on its contents, particularly from those bodies, with social, environmental or economic responsibilities.

2 Sustainability Appraisal Report

The Sustainability Appraisal Report will be open to wider public consultation at the same time as the consultation on the preferred options for the Development Plan Document or Supplementary Plan Document to which it relates.

Chapter 4

4. Involving the community

- 4.1 Many groups of people have traditionally not been involved in the planning process to date and we need to widen our methods of engagement so that their views can be heard.
- 4.2 The methods of community involvement that will be used at the different stages of the production of Local Development Documents are set out on the following tables. A more detailed explanation of how we will carry out the different types of publicity and consultation is attached at Appendix 4.

How We Will Consult

Key to symbols used in tables A - G

- // form of consultation required by the Town and Country Planning Regulations 2004
- / additional form of consultation we will undertake
- ? form of consultation we may consider undertaking
- x form of consultation we are unlikely to undertake
- N/A Not applicable

Table A

Statement of Community Involvement												
What is it?		The Statement of Community Involvement sets out how and when the Council will involve the community in the preparation of the Local Development Framework										
Consultation Stage		Methods of Consultation										
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Early Engagement	x	/	/	//	/	/	/	/	/	/	/	x
Pre-submission Consultation	//	//	//	//	/	/	/	/	?	/	?	x
Submission Consultation	//	//	//	//	/	x	?	/	x	/	x	//

Table B

Core Strategy Development Plan Document												
What is it?		The Core Strategy sets out the strategic approach to development in the district and will include strategic core policies.										
Consultation Stage		Methods of Consultation										
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Early Engagement	/	/	/	//	/	/	/	/	/	/	/	N/A
Pre-submission Consultation	//	//	//	//	/	/	/	/	?	/	?	N/A
Submission Consultation	//	//	//	//	/	x	x	/	x	/	x	//

Table C

Development Control Development Plan Document												
What is it?		This DPD contains Development Control Policies to provide more detail to help interpret the Core Strategy and determine planning applications.										
Consultation Stage		Methods of Consultation										
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Early Engagement	/	/	/	//	/	/	/	/	/	/	/	N/A
Pre-submission Consultation	//	//	//	//	/	/	/	/	?	/	?	N/A
Submission Consultation	//	//	//	//	/	x	x	/	x	/	x	//

Table D

Settlement Proposals Development Plan Document												
What is it?		The Settlement Proposals DPD illustrates the policies contained in the other Development Plan Documents and shows site-specific land use allocations on Proposals inset maps.										
Consultation Stage		Methods of Consultation										
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Early Engagement	/	/	/	//	/	/	/	/	/	/	/	N/A
Pre-submission Consultation	//	//	//	//	/	/	/	/	?	/	?	N/A
Submission Consultation	//	//	//	//	/	x	x	/	x	/	x	//

Table E

Planning Obligations Supplementary Planning Document												
What is it?	This SPD provides guidance to supplement the policies and proposals set out in the development plan documents. It will not form part of the development plan or be subject to independent examination but will be a material consideration in determining planning applications.											
Consultation Stage	Methods of Consultation											
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Early Engagement	x	/	/	/	/	/	/	/	/	/	?	N/A
Public Consultation	//	/	//	//	/	?	?	/	x	/	x	N/A

Table F

Sustainability Appraisal												
What is it?	Sustainability Appraisal ensures that the documents balance the needs of society, the environment and the economy and is carried out by an independent specialist individual or organisation.											
Consultation Stage	Methods of Consultation											
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Scoping Report	x	/	/	//	?	x	x	x	x	/	/	N/A
Consultation on final Report	//	//	//	//	/	/	/	/	?	/	?	N/A
N.B. Final report is issued with the relevant DPD/SPD for consultation												

Table G

Action Area Development Plan Document												
What is it?	This Development Plan Document can be prepared at any time to lay down planning guidelines to manage change in a particular area, particularly where there has been pressure for development.											
Consultation Stage	Methods of Consultation											
	Local Advertisement	Publish on Web site	Make available for inspection at Council Offices	Consultation with Specific Consultation bodies	Local Media	Exhibitions/Surgeries	Public and Community Group Meetings	Interactive Website	Questionnaire/Opinion Polls	Publicity in the Community	Community Workshops and Interactive Events	Notice to people requesting submission notification
Early Engagement	X	/	/	//	/	/	/	/	/	/	/	x
Pre-submission Consultation	//	//	//	//	/	/	/	/	?	/	?	x
Submission Consultation	//	//	//	//	/	?	?	/	x	/	x	//

Who will be involved?

4.3 The following key groups will be consulted on the Local Development Framework documents:

- People living, and working in the District
- Voluntary groups and community organisations
- Councillors
- Town and Parish Councils
- The Local Strategic Partnership
- Statutory Consultees
- Landowners, developers and agents
- Businesses

But we will widen our consultation to include more groups and individuals, including those who are hard to reach. Appendix 1 lists those groups and individuals so far entered on our database for consultation on the Local Development Framework. We would

welcome additions to the list.

Appendix 5 also shows those people who have been involved so far in the preparation of the Local Development Framework. All these people will be contacted as we reach new stages in the LDF and will be encouraged to maintain their interest throughout.

Harder to reach groups

4.5 The Council recognises that there is a wide range of people who can fall into the 'hard to reach' category and who are not usually well represented when using traditional methods of community engagement. Such people may not have sufficient time, literacy skills, interest in or access to the local media (which the Council has traditionally used for publicity), or mobility to become involved in the plan-making process. There is also occasional evidence of distrust of the Council, leading to a feeling in some of disenfranchisement and apathy.

- 4.6 The District has a relatively high proportion of elderly and retired people, low (but gradually increasing) numbers of ethnic minority groups, and large numbers living in remote locations (East Lindsey has some 200 villages scattered across 700+ square miles). Other demographic characteristics include a significant proportion of seasonal workers, young people with restricted employment prospects, long-term unemployed people and otherwise disadvantaged groups. The population of the Coast is also boosted by holidaymakers and day visitors during the summer.
- 4.7 All of these, to differing degrees, play some role in community activity and some are represented by community or other groups. The approach set out in Tables A – G shows the range of consultation methods we intend to use. These will be reviewed at each stage to make sure that the way that we carry out consultation does not exclude any groups and, where possible, targets particular harder-to-reach groups.
- 4.8 For those who cannot read or speak English well, the Council uses a company called EITI to provide a telephone interpretation service and to translate documents into other languages. Conference calls can be arranged with an interpreter where a telephone conversation between a Council officer and a customer needs to be interpreted. Telephone interpreting can also be used to assist face-to-face interviews between Council staff and customers. Documents or leaflets can be translated into another language upon request. 3-5 working days should be allowed for a document to be translated. Contact details appear at the front of this document.
- 4.9 The Council will address the specific needs of these harder-to-reach groups by consulting the respective voluntary or support group, where applicable. In particular, we will try to make sure that we consult in a manner that is easy to understand and inspires confidence and trust.

Chapter 5

5. Listening to what you say

- 5.1 We will use the information gathered during the “early engagement” consultation stage as evidence to support our choice of options. That is why your contributions at the informal consultation phases will be so important.
- 5.2 Consultation on the Preferred Options will be more formal. The Council will analyse your responses and incorporate your comments into the document where possible. You will be informed how your response has been dealt with, even where it is not possible to alter the document to incorporate your suggestions.
- 5.3 All responses received when the document is submitted to the Secretary of State will be made available for the public to view and will be passed to an Independent Inspector who will hold an independent Examination. The Inspector will decide if the document should be altered as a result, and the Council will have to change the document in the way the Inspector says.
- 5.4 Representations on the Settlement Proposals will be dealt with slightly differently. They will be made available for inspection and there will be a period of public consultation on any alternative sites that are suggested before the independent Examination by the Planning Inspector.

Chapter 6

6. Co-ordinated consultation with other Community initiatives

Community Engagement Strategy

- 6.1 The Statement of Community Involvement will follow the principles of the Council's proposed Community Engagement Strategy, which will:
- avoid duplication and consultation-overload, make the best use of resources and allow information to be shared.
 - use consistent standards and methods of community involvement.
- 6.2 The Community Engagement Strategy will help to ensure that the Council as an organisation is better equipped for community engagement. This will benefit the Local Development Framework. The Strategy will also provide a range of tools to conduct community engagement activities and to evaluate their success.

Community Strategy

- 6.3 The Community Strategy 'Working With You' sets out a 15-year vision for the social, economic and environmental well being of the District. It has been developed by the Local Strategic Partnership (LSP), which brings together the individual community groups, organisations and statutory agencies that have a stake in the well being of the District.

It lays down plans and priorities that will help realise the 15-year vision for the District and its communities.

- 6.4 The Local Development Framework will be important in helping to deliver the spatial objectives of the Community Strategy. The results of community involvement in the preparation of both documents will be shared.
- 6.5 The Local Development Framework documents will help realise elements of other Council strategies including the Transport, Economic Development, Leisure, Community Safety and Housing Strategies. To this end it is important that the consultation exercises for each are co-ordinated so that information may be shared and the aims of each strategy taken forward.

Chapter 7

7. Resources for Community Involvement

- 7.1 The Local Development Framework is being produced by the Planning Policy team at East Lindsey District Council. Resources for community involvement will largely be drawn from the budget of the Planning Service, which will be used to pay for document publication, advertising and publicity, consultation and research, and the costs of independent examinations to the Development Plan Documents. This will include funds from the Planning Delivery Grant.
- 7.2 Staff resources for undertaking community involvement activities will mainly be drawn from the Planning Service; however, where appropriate, staff will also be drawn from other Departments of the Council and from partners of the Council.
- 7.3 Community involvement on planning applications will be resourced by the Planning Service. The applicant will normally be responsible for meeting the costs of any pre-application consultation, although the Planning Service will provide advice and guidance.

Chapter 8

8. Reviewing the Statement of Community Involvement (SCI)

8.1 The Council will monitor and review the effectiveness of the SCI at each stage in the preparation of the different Local Development Framework (LDF) documents .

8.2 The following elements will be considered in reviewing the SCI:

Has community involvement been representative?

- Did all members of the target audience have the opportunity to participate in the preparation of Local Development Documents?
- Were there groups of the target audience that did not participate?

What has been the outcome of community involvement?

- Did the Council's understanding of issues increase?
- How has community feedback helped the preparation of documents?
- Has public awareness of the LDF increased as a result of the community involvement?

How was the community involvement conducted?

- What techniques worked best and in what situation?
- What lessons have been learnt?
- Was the community involvement carried out in accordance with the SCI?

Part Two

Chapter 9

9. Consulting upon Planning Applications

9.1 Community involvement in deciding a planning application can happen at three different stages – pre-application, upon submission of the application, and when the application is due to be decided. Feedback and notification of decisions will also be provided once a decision has been made.

9.2 How and when we will consult on planning applications:

Table H ✓ Sometimes Use
 ✓✓ Definitely Use

Nature of Development	Letter to Neighbour(s), Parish Council, Consultee, Interest Group		Site Notice	Press Notice	Council's Web Site
	Neighbour	Parish Council			
Small Developments	✓	✓✓	✓	✓	✓✓
Adverts	✓	✓✓	✓	✓	✓✓
Large Developments	✓	✓✓	✓✓	✓✓	✓✓
Developments: a) In the Conservation Area (and affecting the setting of)	✓	✓✓	✓✓	✓✓	✓✓
b) Involving a listed building (or affecting the setting of)	✓	✓✓	✓✓	✓✓	✓✓
c) Where Environmental Impact Assessments have been submitted	✓	✓✓	✓✓	✓✓	✓✓
d) That are a departure to the Development Plan	✓	✓✓	✓✓	✓✓	✓✓
e) That impact on a right of way	✓	✓✓	✓✓	✓✓	✓✓
f) Involving a tree covered by a Tree Preservation Order	✓	✓✓	✓✓	✓✓	✓✓
g) Involving an Ancient Monument	✓	✓✓	✓✓	✓✓	✓✓
Agricultural, demolition and telecommunication	✓	✓✓	✓✓	✓✓	✓✓
"Notification" Applications	✓	✓✓	✓✓	✓✓	✓✓

Pre-application consultation

- 9.3 We will strongly encourage applicants to meet with planning and other Council officers prior to the submission of a planning application so that all material considerations can be explored. The onus lies with the applicant to set up such a meeting but planning officers will advise on how the consultation should be conducted.
- 9.4 Pre-application discussions between the developer and the local authority are vitally important in providing a better mutual understanding of all planning issues and potential constraints that may be relevant to the proposal. In particular, they:
- can identify key issues and potential constraints to be addressed before the application is submitted;
 - improve the transparency of the planning process;
 - can provide early information on the proposal to local communities and therefore help to establish trust;
 - save time and resources for both developers and the Council by avoiding the need to alter plans after an application is submitted;
 - can speed up the Council's decision; and
 - should lead to a higher quality scheme and a higher quality decision.
- 9.5 Where pre-application consultation has been successful in resolving issues of public concern, it might be possible to reduce the requirement for additional consultation at the application stage. Although not a statutory requirement, the results of pre-application consultations will be considered when making the decision upon an application, providing that a valid consultation was carried out.

Formal consultation on planning applications

Register of applications

9.6 The Council will make a register of current applications available for the public to view at Manby from 8.45am to 5.00pm Monday to Thursday and from 8.45am to 4.45pm on a Friday. They also appear on the Council's website (www.e-lindsey.gov.uk) which can be viewed at any of the Council's Area Offices and Libraries throughout East Lindsey.

Neighbour notification letters

9.7 When a planning application is minor and unlikely to be contentious, neighbour notification letters will be preferred to site notices. Letters will be delivered or posted to owner / occupiers of properties adjoining the proposed development, except in the case of open / vacant land.

9.8 A property is considered to be adjoining the application site if it shares a common boundary with it or is immediately on the opposite side of a road.

Example of properties considered as 'adjoining':



Wider neighbour notification

- 9.9 Applications that are likely to generate a great deal of community interest will be subject a wider level of consultation.
- 9.10 Where there could be more widespread impact, say, by odours, noise or traffic, we will extend neighbour notification beyond those properties adjoining the development. Case Officers will use their judgement, and the experience of previous similar planning applications, to identify properties that might be affected by such a proposal.

Parish and Town Councils and other community groups

- 9.11 Parish and Town Councils will be sent a copy of all applications that are made in their area. At least 21 days will be allowed for responses to the application.

Additional rounds of neighbour notification

- 9.12 Where a Case Officer considers that significant amendments have been made to a planning application, a new round of consultation will be necessary. If the content of the revised application is broadly similar to the original application, a reduced consultation period (no less than 10 days) might be deemed appropriate.
- 9.13 In deciding whether further consultation is required for amendments, officers will consider:
- Whether any objections or reservations raised at an earlier stage remain relevant to the amendments being sought.
 - Whether the proposed changes would have a significant impact when compared to the original proposals.

- Whether the views expressed as part of an earlier consultation covered the matters now under consideration.
- Whether parties not previously affected might now be affected.
- In some cases the Council may require the Developer to submit a new application, in which case, a new round of neighbour consultation would take place.

Site notices and Press notices

- 9.14 Whilst notification letters are usually the most direct method of publicity, there will be occasions when a site notice will be more effective; for instance, when it is not possible to notify neighbours by letter or where a development proposal would generate general public interest.
- 9.15 In any case, site notices and press notices will be used (in addition to neighbourhood notification letters) where:
- Applications are accompanied by an environmental statement;
 - The application is a departure from the Development Plan;
 - The development affects a right of way;
 - The development is considered 'major' i.e. it involves:
 - i. More than 10 dwellings or the building of dwellings on a site of 0.5 hectares or more;
 - ii. The provision of buildings where the floor space created by the development is 1000 sq. metres or more;
 - iii. The development is carried out on a site of 1 hectare or more;
 - The development affects a listed building, a tree protected by a Tree Preservation Order, the character or

appearance of a conservation area, or ancient monuments.

Publicity for Planning (Development Control) Committee meetings

9.16 Where applications are due to be decided by the Council's Planning Committee the following publicity will be undertaken:

- Applicants and agents will be informed by letter.
- All objectors and supporters that have submitted their views in writing will be informed by letter.
- The organiser of a petition, or set of standard letters, normally the first named person, will be informed by letter.

9.17 People who wish to object to, or support, an application have a right to speak at the Planning Committee. Currently this is limited to three minutes for each party (one objector and one supporter or the applicant).

Publicity for Committee site visits

9.18 Site visits by the Planning Committee will be accompanied by the following additional publicity:

- Applicants and agents will be informed by letter.
- All objectors and supporters that have submitted their views in writing will be informed by letter.
- The organiser of a petition, or set of standard letters, normally the first named person, will be informed by letter.

Post-decision Notification

Notification of the decision

9.19 When a decision has been made, the

Council will inform:-

- The applicant – by decision notice
- Landowners and agricultural tenants who have submitted representations on the application – by letter
- Supporters and objectors who have made representations on the application – by letter
- Signatories of petitions – by letter to the petition co-ordinator, normally the first-named person on the petition.

Decisions will be published on the Council's website,
www.e-lindsey.gov.uk

Notification of Appeals

9.20 Should an Appeal be made against the final decision, all interested parties who have submitted a representation on the planning application will be notified by letter, which will include guidance on how to make further representation at the Appeal stage.

Appendices

Appendix 1 – List of consultees

Development Plan Document Consultees (required by the Town and Country Planning Regulations 2004)

DPD BODIES

Government Office East Midlands
North East Lincolnshire Council
West Lindsey District Council
North Kesteven District Council
Boston Borough Council
Lincolnshire Council Council (LCC) as below
LCC - Highways & Planning Directorate
LCC - Social Services Directorate
LCC - Property Div - Finances & Resources
LCC - Waste Disposal Officer
LCC - Communications & Development
LCC - County Archaeologist
LCC - Education & Cultural Services
East Midlands Regional Assembly
East Midlands Development Agency
Countryside Agency - East Midlands Region
Environment Agency
Highways Agency
English Heritage

English Nature
Department for Transport
Trent Strategic Health Authority
Anglian Water Services Ltd
O2 UK Ltd
British Telecom
Arqiva
Orange Communications Ltd
Radio Communications Agency
T-Mobile
Virgin Mobile
Vodafone Ltd
Mono consultants Ltd (on behalf of telecommunications companies)

PARISH/TOWN COUNCILS

Aby with Greenfield Parish Council
Addlethorpe Parish Council
Alford Town Council
Alvingham Parish Council
Anderby Parish Council
Ashby with Scremby Parish Council
Asterby Parish Council
Authorpe Parish Council

Baumber Parish Council
Beesby with Saleby Parish Council
Belchford & Fulletby Parish Council
Benniworth Parish Council
Bilsby Parish Council
Binbrook Parish Clerk
Bolingbroke Parish Council
Brackenborough with Little Grimsby Parish Council
Brinkhill Parish Council
Bucknall Parish Council
Burgh Le Marsh Parish Council
Burgh On Bain Parish Council
Burwell Parish Clerk
Candlesby with Gunby Parish Council
Carrington Parish Council
Chapel St Leonards Parish Clerk
Claxby with Moorby Parish Council
Claythorpe Parish Council
Coningsby Parish Council
Conisholme Parish Council
Covenham Bartholomew & St Mary Parish Councils
Croft Parish Council
Cumberworth Parish Council

Donington On Bain Parish Council
East Barkwith Parish Council
East Keal Parish Council
East Kirkby Parish Council
Eastville Parish Council
Edlington with Wispington Parish Council
Elkington Parish Council
Firsby Parish Council
Fotherby Parish Council
Friskney Parish Council
Frithville Parish Council
Fulstow Parish Council
Gayton Le Marsh Parish Council
Gayton Le Wold Parish Council
Grainthorpe Parish Council
Great Carlton Parish Council
Greetham with Somersby Parish Council
Grimoldby & Manby Parish Council
Hagworthingham Parish Council
Haltham Parish Council
Halton Hologate Parish Council
Hameringham Parish Council
Hannah Cum Hagnaby Parish Council
Harrington Parish Clerk
Hatton Parish Council
Hemingby Parish Council
Hogsthorpe Parish Council
Holton Le Clay Parish Council
Horncastle Town Council
Horsington Parish Council
Hundleby Parish Council
Huttoft Parish Council
Ingoldmells Parish Council
Keddington Parish Council
Kirkby On Bain Parish Council
Langrville Parish Council
Langton Parish Council

Langton By Spilsby Parish Council
Langton By Wragby Parish Council
Legbourne Parish Council
Little Cawthorpe Parish Council
Louth Town Council
Low Toynton Parish Council
Ludborough Parish Council
Ludford Parish Council
Lusby with Winceby Parish Council
Mablethorpe Town Council
Maidenwell Parish Council
Maltby Le Marsh Parish Council
Mareham Le Fen Parish Council
Mareham On The Hill Parish Council
Markby Parish Meeting
Market Stainton Parish Council
Marshchapel Parish Council
Mavis Enderby Parish Council
Minting Parish Council
Muckton Parish Council
Mumby Parish Council
North Cockerington Parish Council
North Cotes Parish Council
North Ormsby Parish Council
North Somercotes Parish Council
North Thoresby Parish Council
Orby Parish Council
Partney Parish Council
Raithby Parish Council
Reston Parish Council
Revesby Parish Council
Rigsby with Ailby Parish Council
Roughton Parish Council
Saltfleetby Parish Council
Scamblesby Parish Council

Scrivelsby Parish Council
Sibsey Parish Council
Skegness Town Council
Skendleby Parish Council
Skidbrooke with Saltfleet Parish Council
Sotby Parish Council
South Cockerington Parish Council
South Somercotes Parish Council
South Willingham Parish Council
Spilsby Town Council
Stenigot Parish Meeting
Stewton Parish Council
Stickford Parish Council
Stickney Parish Council
Stixwould & Woodhall Parish Council
Strubby With Woodthorpe Parish Council
Sutton On Sea Town Council
Swaby Parish Council
Tathwell Parish Council
Tattershall Parish Council
Tetford Parish Council
Tetney Parish Council
Theddlethorpe All Saints Parish Council
Theddlethorpe St Helen Parish Council
Thimbleby Parish Council
Thornton Le Fen Parish Council
Thorpe St Peter Parish Council
Toynton All Saints Parish Council
Toynton St Peter Parish Council
Trusthorpe Parish Council
Tumby Parish Council
Ulceby with Fordington Parish Council
Utterby Parish Council
Wainfleet All Saints Parish Council

Wainfleet St Mary Parish Council
 Well Parish Council
 Welton Le Marsh Parish Council
 Welton Le Wold Parish Council
 West Ashby Parish Council
 West Fen Parish Council
 West Keal Parish Council
 Wildmore Parish Council
 Willoughby With Sloothby Parish Council
 Withern with Stain Parish Council
 Wood Enderby Parish Council
 Woodhall Spa Parish Council
 Wragby Parish Council
 Wyham Cum Cadeby Parish Council
 Yarburgh Parish Council

ADJOINING PARISH COUNCILS

Boston Borough Council
 Fishtoft Parish Council
 Freiston Parish Council
 Holland Fen with Brothertoft Parish Council
 Butterwick Parish Council
 Leverton Parish Council
 Benington Parish Council
 Wrangle Parish Council
 Old Leake Parish Council
 West Lindsey District Council
 Tealby Parish Council
 Bardney Parish Council
 Apley Parish Council
 Brookenby Parish Council
 Kirmond le Mire Parish Council
 North Willingham Parish Council
 Sixhills Parish Council
 Legsby Parish Council

Holton cum Beckering Parish Council
 Rand Parish Council
 Goltho Parish Council
 North East Lincolnshire
 New Waltham Parish Council
 Humberston Parish Council
 New Waltham Parish Council
 Waltham Parish Council
 Brigsley Parish Council
 Ashby-Cum-Fenby Parish Council
 North Kesteven District Council
 Metheringham Parish Council
 Blankney Parish Council
 Martin Parish Council
 Timberland Parish Council
 Dogdyke Parish Council

OTHER CONSULTEES

DISTRICT COUNCILLORS

Cllr G Allan
 Cllr M Anderson
 Cllr W Aron
 Cllr S Avison
 Cllr D Bolland
 Cllr Mrs J Bradley
 Cllr Mrs I Burnett
 Cllr B Burnett
 Cllr J Byford
 Cllr Mrs S Cammack
 Cllr R Caudwell
 Cllr I Charlton
 Cllr N Cooper
 Cllr Ms J Crooks
 Cllr R Curtis
 Cllr J Dodsworth
 Cllr D Edginton
 Cllr G Ellis
 Cllr S Eyre
 Cllr C Finch
 Cllr A Fletcher

Cllr A Fox
 Cllr G Gooding
 Cllr A Grist
 Cllr M Harness
 Cllr Mrs J Harrison
 Cllr Mrs S Harrison
 Cllr Mrs C Hart
 Cllr Mrs J Hill
 Cllr D Hill
 Cllr J Hough
 Cllr T Howard
 Cllr P Jackson
 Cllr T Knowles
 Cllr Ms L Koumi
 Cllr Dr P Leather
 Cllr P Leivers
 Cllr Mrs L MacKenzie
 Cllr Mrs F Martin
 Cllr K Milner
 Cllr Mrs R Morrison
 Cllr E Mossop
 Cllr N Newby
 Cllr S Newton
 Cllr B O'Connor
 Cllr R Palmer
 Cllr Mrs J Pears
 Cllr P Phillipson
 Cllr N Pimperton
 Cllr V Ranyard
 Cllr G Richards
 Cllr G Roy
 Cllr B Shields MBE
 Cllr D Simpson
 Cllr Mrs D Stephenson
 Cllr J Swanson
 Cllr Dr L Taffinder
 Cllr J Upsall
 Cllr J Webb
 Cllr G Wilson B.E.M

GOVERNMENT DEPARTMENTS

Department For Culture,
 Media & Sport

Department For Transport
 Department Of Constitutional Affairs
 Department of Trade & Industry
 Department of Work & Pensions
 Department for Education & Skills
 Department for Environment, Food & Rural Affairs
 Home Office
 Ministry of Defence
 Office of Government Commerce

LOCAL CONSULTATION BODIES

Agriculture Chaplin
 Alford Chamber of Trade
 Alford Civic Trust
 Boatshed Young Peoples Project
 British Holiday & Home Parks Association
 Children's Links
 Citizen Advocacy Lincolnshire Link
 East Lindsey Citizens Advice Bureau
 Community Council of Lincolnshire
 County Librarian
 Disability Lincs Ltd
 East Lincolnshire Primary Care Trust
 East Midlands Tourism
 Friends of the Riverhead
 Heritage Lincolnshire
 Horncastle Civic Society
 Skegness Hoteliers Association
 Lincolnshire Development
 Lincolnshire Partnership NHS Trust

Lincolnshire Playing Fields Association
 Lincolnshire Tourism
 Lincolnshire Wildlife Trust
 Lincolnshire Wolds AONB Joint Advisory Committee
 Lincolnshire Sports Partnerships
 Lindsey Marsh Drainage Board
 Linkage Community Trust
 Louth & District Help for Homeless
 Louth Naturalists, Antiquarian & Literary Society
 Louth Area Voluntary Centre
 Louth Chamber of Trade & Commerce
 Louth Civic Trust
 Louth Navigation Trust
 Mablethorpe Chamber of Trade & Commerce
 Mablethorpe Residents Association
 Manby Area Conservation Group
 Mumby Community Group
 Lincolnshire Area Ramblers Association
 Skegness & District Council for Voluntary Service
 Skegness Chamber of Trade & Commerce
 The Skegness Society
 Skegness Crime Reduction Centre
 Skegness Self Catering Association
 Society for Lincolnshire History & Archaeology
 Spilsby Chamber of Trade & Commerce
 Wash & North Norfolk Coast SAC
 Wash Estuary Project Manager
 Whitehaven, Sunnyside & Seabreeze Residents Assoc

The Witham Third District Internal Drainage Board
 Witham Fourth District Internal Drainage Board
 Woodland Trust
 Mablethorpe Tourism Forum
 Linx Homes
 Wolds Housing Association Ltd
 Longhurst Housing Association Ltd
 Havelok Housing Association Ltd
 Anchor East Midlands
 Lincolnshire Rural Housing Association Ltd
 Skegness Ladies & Junior Netball League
 Castle Bowls Club
 East Coast Juniors FC
 East Coast Kiting/Surf Club
 Horncastle Belles Netball
 Horncastle Cricket Club
 Horncastle District Tennis Club
 Lincolnshire Extreme Sports Association
 Skegness Bridge Club
 Skegness Cable Ski
 Cobra Ju-Jitsu
 Skegness Indoor Bowls Club
 Burgh Cricket Club
 Skegness Model Flying Club
 Skegness Rugby Club
 Skegness Sports College
 Skegness Tennis Club
 Skegness Town Bowls Club
 Skegness Town FC
 Black Sheep Archers - Revesby
 Skegness Hockey Club
 Kirkstead Crusaders FC
 Horncastle Town FC
 Horncastle Youth Centre
 MACH1
 Mareham Le Fen Bowls Club

Horncastle School Sports Co-ordinator
Woodhall Spa Cricket Club
Cricket Coach Representative
Woodhall Spa Town Bowls Club
Mablethorpe Cricket
Mablethorpe Running Club
Mablethorpe Short Mat Bowls
Skate/BMX/Inline Project
Lincolnshire Family Practitioner Committee
Basketball Coach
Burgh & District Playing Fields Association
Burgh Bowls Club
Woodhall Spa Tennis Club
Louth Ju-Jitsu
Horncastle Squash Club
Coningsby & Tattershall Tennis Club
Sutton Rovers FC
Theddlethorpe FC
Brick Yard Fishing
Louth Canoe Club
Horncastle Rugby Club
Louth Dolphins
Horncastle Skatepark Committee
Louth Old Boys Football
Louth Silvadale Bowling
Louth Spire RRC
Louth United FC
Louth Westgate Bowling
Wragby Sports Hall
Louth CAWAC
Spilsby Tennis Club
Coningsby FC
Coningsby Youth Drop In Centre
Spilsby Bowls Club
Hockey Club
Spilsby Juniors FC
Eresby School Sports Co-ordinator
Sutton On Sea Cricket Club
Spilsby Table Tennis Club

Horncastle Ramblers Group
Old Bolingbroke Bowls Club
Banovallum Gymnastics Trampoline Club
Horncastle Hockey Club
Horncastle Playing Fields Committee
Lincolnshire Compact
Hagworthingham Parish Plan Group
Wragby Parish Plan Group
Skegness and District Seniors Forum
Woodhall Spa Seniors forum
Mablethorpe and District Seniors Forum
Wolds Business Initiative
Lincolnshire Historic Buildings Committee
Alford PCC
Lincolnshire Association of Local Councils
Lincolnshire Compact

OTHERS

ADAS
Age Concern Lindsey
British Gas Plc
British Geological Survey
The British Horse Society
British Resorts Association
British Telecom
British Waterways - East Midlands
British Wind Energy Association
Centre for Ecology & Hydrology
Church Commissioners
Civil Aviation Authority
Commission for Architecture & the Built Environment
Commission for Racial Equality
Country Land & Business Association

Campaign to Protect Rural England
Crown Estates Office
Defence Estates
Diocesan Board of Finance
DRC Helpline
Commission for Architecture & Built Environment
Valuation Office Agency
East Midlands Electricity
The House of Commons
English Partnerships
English Partnerships
Equal Opportunities Commission
Lincolnshire Fire & Rescue Headquarters
Forestry Commission England
Freight Transport Association
Friends of The Earth
Government Pipelines & Storage
The Gypsy Council
Health & Safety Executive
Help The Aged
The Housing Corporation
The Inland Waterways Association
Learning & Skills Council - Lincolnshire & Rutland
Lincolnshire Police
The House of Commons
National Grid Transco
National Housing Federation
Network Rail
National Farmers Union - East Midlands
npower centre (Head Office)
Transport Services Group
The House of Commons
Lincolnshire Police
Architectural Liaison Officer
Planning Aid for the East Midlands
Powergen Retail Ltd
Renewable Energy

Road Haulage Association - S
& E Region
Royal Mail Group
RSPB
RSPCA (East Branch)
Sport England
The Camping & Caravanning
Club
The Caravan Club
House Builders Federation
Gypsy & Traveller Law
Reform Coalition
Women's National
Commission
The National Trust - East
Midlands
Heart of England Tourism
Npower Renewables
Planning Aid – East Midlands
Royal Mail Property Holdings
Louth and District Help for
the Homeless
Shelter

SPECIFIC REQUESTS FOR CONSULTATION

Walton & Co
Forestry Commission
England
The Planning Bureau Limited
Barton Willmore Planning
Dialogue
Smith Stuart Reynolds
Sanderson Weatherall
Barton Willmore Planning
North Country Homes Group
Ltd
Pegasus Planning Group
Plot of Gold Ltd
Pelham Homes Lincoln Ltd
George Wimpey South
Yorkshire Ltd
Transco - Network
Analysis/Network Strategy
DTZ Piedad

East Lincolnshire Primary
Care Trust
Jas Martin & Co
Sanderson Weatherall
Geo Hallam & Sons
Paul & Company
David's Supermarket
Property Consultant
Lawson Planning Partnership
Pye Critchlow Architects
Mrs Christine Hart
Terry Sykes
Mrs Donoghue
R Hodges
Mr A Gardner
Mr J Bontoft
Mr Smith
Mr R J Bugg
Drivers Jonas
Mrs J Pacey
Pam Armstrong
Mr and Mrs T Saxon
Mr Shucksmith
Hallette Associates
Prichard Associates
Indigo Planning
Stewart Ross Associates

WHERE WE WILL ADVERTISE EVENTS / CONSULTATION

GPs' SURGERIES
Dr K R Spenceley & Partners
Dr D M Bee
Dr S Loughe & Partners
Dr I Rawlings
Dr T Watkins & Partners
Dr S P Topham & Partners
Dr J J Birch & Partners
Dr D Staunton & Partners
Dr S Carter & Partners
Dr N H T King & Partners

Dr B D Massey & Partners
Dr W R Good & Partners
Dr S R Baxter & Partners
Dr S T Rhys-Davies
Dr D E Cartwright & Partners
Dr S Carter & Partners
Dr Y E M Owen
Dr U Ghani & Partners
Dr K C Butler
Dr C S Campbell & Partners
Dr R P Whitbread & Partners
Merton Lodge Surgery
Binbrook Surgery
New Coningsby Surgery
The Surgery
Horncastle Medical Group
James Street Family Practice
Newmarket Medical Practice
The Kidgate Surgery
Marisco Medical Practice
Marsh Medical Practice
The Surgery
Hawthorn Medical Practice
Beacon Medical Practice
The Surgery
The Surgery
Marisco Medical Practice
The Wolds Practice
The Surgery
Tasburgh Lodge Surgery
Woodhall Spa New Surgery
Wragby Surgery

LIBRARIES

Alford Library
Burgh Le Marsh Library
Coningsby & Tattershall
Library
Horncastle Library
Horncastle Mobile Library
NM4
Louth Library
Louth Mobile Library (NM1)
Louth Mobile Library (NM2)

Louth Young Peoples Library (LSM)
Mablethorpe Library
Mablethorpe Mobile Library (NM3)
Skegness Library
Spilsby Library
Sutton On Sea Library
Wainfleet Library
Woodhall Spa Library
Wragby & District Resource Centre

AREA OFFICES

Horncastle
Louth
Mablethorpe
Skegness
Spilsby

POST OFFICES

Alford P.O
Binbrook P.O
Coningsby P.O
Donington On Bain P.O
East Barkwith P.O
East Keal P.O
Friskney P.O
Fulstow P.O
Gipsey Bridge P.O
Grainthorpe P.O
Grimoldby P.O
Hainton P.O
Hogsthorpe P.O
Holton Le Clay P.O
Lincolnshire Co-operative P.O
Hundleby P.O
Huttoft P.O
Ingoldmells P.O
Little Steeping P.O
Louth P.O
Brackenborough Road P.O
Newmarket P.O

Lincolnshire Co-operative P.O
Golf Road P.O
Maltby Le Marsh P.O
Manby P.O
Markby P.O
Marshchapel P.O
New Bolingbroke P.O
North Somercotes P.O
North Thoresby P.O
Reston P.O
Scamblesby P.O
Sibsey Sub P.O
Skegness P.O
Seaview Road P.O
Seathorne P.O
Drummond Road P.O
Stickney P.O
Sutton On Sea P.O
Barracks P.O
Tetney P.O
Wainfleet P.O
Withern P.O
Martin Dales Sub P.O
Woodhall Spa P.O
Wragby P.O

The information held on the Council's consultee database shall be updated whenever we become aware of any changes or additions.

Appendix 2

Table I: The Structure of the Local Development Framework

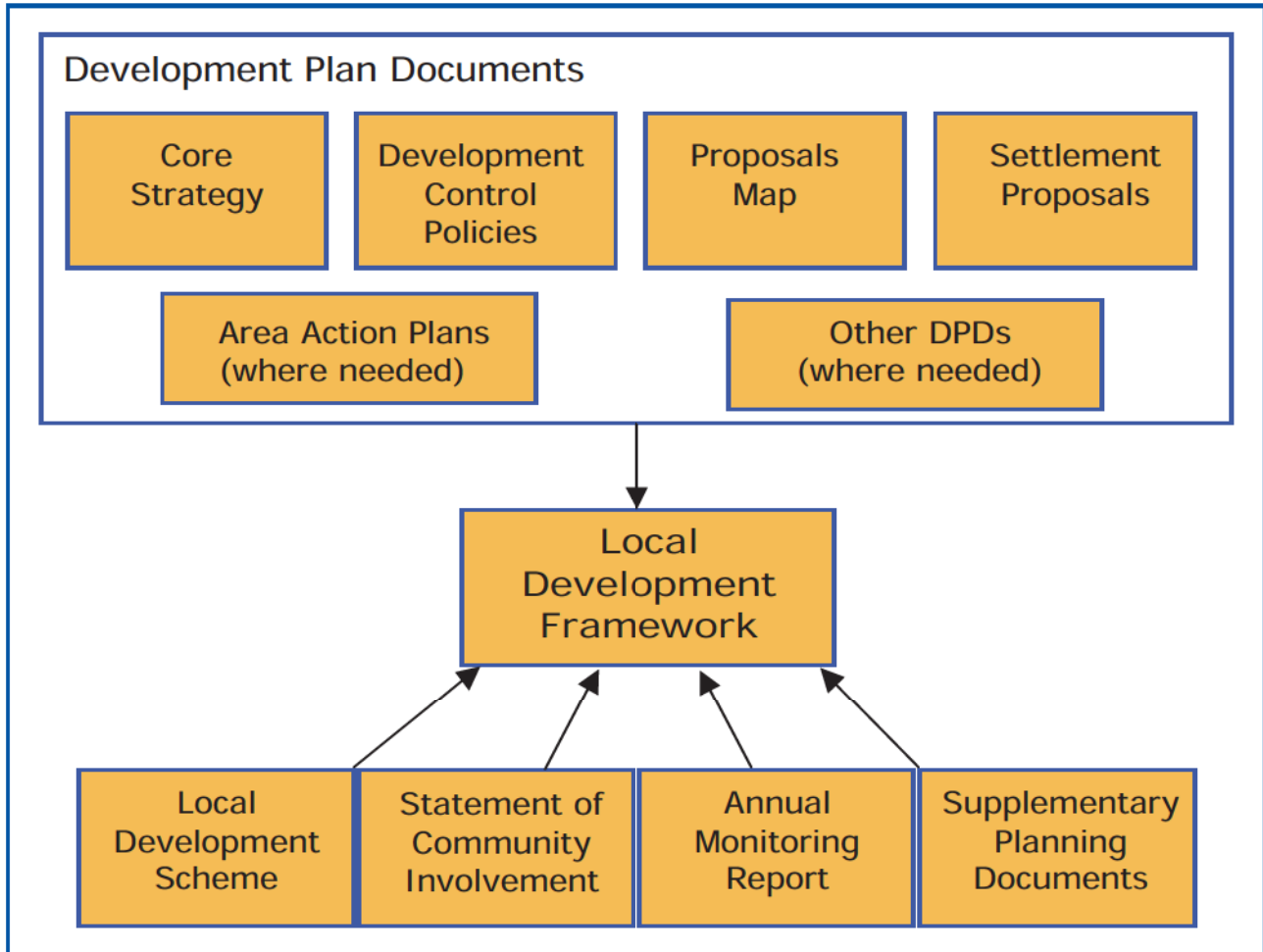
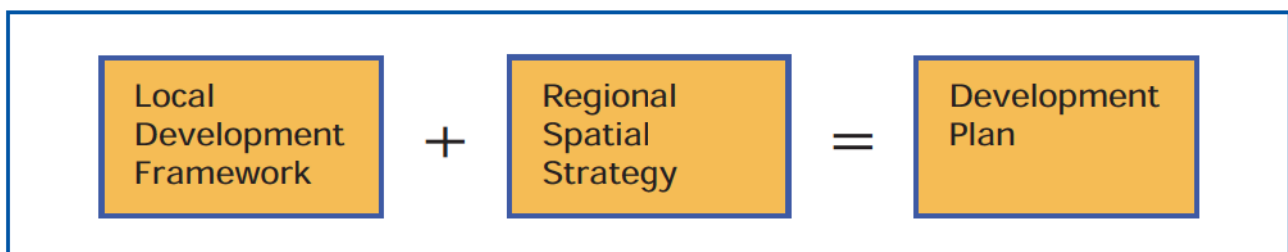


Table J: The Structure of the Development Plan



Appendix 3

Tests of Soundness as set out in PPS12 (para. 3.10)

1. Test of Soundness:

The local planning authority has complied with the minimum requirements for consultation as set out in the Regulations.

2. Test of Soundness:

The "Local Authority's strategy for community involvement links with other community involvement initiatives e.g. the Community Strategy"

3. Test of Soundness:

The "Statement identifies in general terms which local community groups and other bodies will be consulted"

4. Test of Soundness:

The "Statement identifies how the community and other bodies can be involved in a timely and accessible manner"

5. Test of Soundness:

The "Methods of consultation to be employed are suitable for the intended audience and for the different stages in the preparation of Local Development Documents".

6. Test of Soundness:

The Statement of Community Involvement is required to demonstrate that "Resources are available to manage community involvement effectively".

7. Test of Soundness:

The "Statement shows how the results of community involvement will be fed into the preparation of Development Plan Documents and Supplementary Planning Documents"

8. Test of Soundness:

The Statement of Community Involvement must demonstrate that the "Local Authority has mechanisms for reviewing the Statement of Community Involvement".

9. Test of Soundness:

"Statement clearly describes the planning authority's policy for consultation upon planning applications".

Appendix 4

Methods of Consultation to be used
<p>Local Advertisement (required by regulations)</p> <ul style="list-style-type: none"> • Formal notices in local newspapers
<p>Publish on Web site (required by regulations)</p> <ul style="list-style-type: none"> • Council's Website (downloadable form) • Make all literature and information available on web site
<p>Make available for inspection at Council Offices (required by regulations)</p> <ul style="list-style-type: none"> • Available to view at Council Offices (inc Area Offices)
<p>Consultation with Specific Consultation bodies (required by regulations)</p> <ul style="list-style-type: none"> • Meetings with key stakeholders / consultees • Information Packs/Issues Papers to Key Stakeholders • Private discussion • Letter/Email
<p>Local Media</p> <ul style="list-style-type: none"> • Features/supplements in local press • Regular press releases • Council newspaper
<p>Exhibitions/Surgeries</p> <ul style="list-style-type: none"> • Staffed /Unstaffed displays giving information at key locations
<p>Public and Community Group Meetings</p> <ul style="list-style-type: none"> • Local Community representatives • Information Packs/Issues Papers to Town and Parish Councils • Public meetings
<p>Interactive Website</p> <ul style="list-style-type: none"> • Interactive Consultation • Email alerts
<p>Questionnaire/Opinion Polls</p> <ul style="list-style-type: none"> • Paper questionnaires • Interactive questionnaires on Council's web site
<p>Publicity in the Community</p> <ul style="list-style-type: none"> • Posters in key locations and/or local media (as appropriate) • Interaction with plans, models and other visual aids • Available to inspect at Libraries (inc mobile) • Paper copies/CD-ROM buy • Leaflets • Mail shots to interested parties on data base
<p>Community Workshops and Interactive Events</p> <ul style="list-style-type: none"> • With organisations or interest groups • Town/Parish Councils
<p>Notice to people requesting submission notification (required by regulations)</p> <ul style="list-style-type: none"> • Sent to people requesting notification at pre-submission stage

Appendix 5

Respondents

WORKSHOP ATTENDEES MARCH 2006

Ms Read
Mr Adrian Gardner
Mr R England
Mr R A E J Hodges
Ms Radford
Mrs Sylvia Baxter
Mr S L Baxter
Michael Pedersen
R E Parsons
S Dewick
M Holden
A Crawford
Mr C B Winter
Dean Martin
Jonathan Read
F W Parker
Peter Lamyman
D Radford
J Tagg
Mrs A Kisby
Peter Danby
Gerald Tagg
Mrs Joy Dessurne
Mr D C Dessurne
Mr G Tombs
Mr J Janney
Mr Rod Bell
Mr J F J Roe
Mr C Ailsby
Mr John Gaunt
Mr L P Bennett
Mrs P S Chilvers
R Stephens
R Read
D Norwood
J K Johnston
Mrs P Scholey

Sara Cammack
David Mapletoft
Prudence MJH Wormell
J Cooper
Mr Cook
Mr Jim Swanson
Bill Ruddlesdin
P Emmerson
Mike Willis
Fergus Robertson
Mr Tony Cumberworth
Mr J A Harrison
Mr C Ulney
Gordon Lindsey
Mr C G Handley
Jill Makinson-Sanders
Morag Judd
Mr Gerety
Mrs A McGovern
Margaret Codling
John Stanbridge
Holly Mapletoft
Mrs K M Anderson
Mrs M Ottaway
Mrs W Kerry
Marina Keal
L R L Smith
Mr M J Taylor
Ruth Mellor
N Stapleton
M A Willis
Mark Jones
John Spriggs
Claire Spriggs
Mr T Tuxworth
Ms P A Harpham
E L Gibson
Paula Hunt
Mrs P Gerety
Ms Mapletoft
Kath Riding
Julie Anderson
Kathy Roberts
Paul Harrington
N Elsdon

Mrs G Watson
Torr Raymond
Selma Harrington
Chris Dring
Paul D Smith
Peter Riding
Mr G Crust
Mr E Garwood
Joanna Heselwood
Pete Holland
Mr T Spitsy
Carl Lawrence
Nichola Bostock
Mr G Shepherd
Mr David K Higham
Tracy Walker
Chris Brightmore
Lynda Rossington
Mrs A Midgley
Rex Harrison
Mr F W P Treanor

Summary of Identifiable Respondent Numbers

from Workshops - 111 (of
150 responses made)

from Applicants - 43 (of 67
responses made)

from Random - 89 (of
146 responses made)

RESPONDENTS TO RANDOM MAILSHOT MARCH 2006

Ms. Fleming
Michelle McHugh
Mr R G Fairbank
Michael Goodman
M E Wren
Andrew Howson
P Daniels
Alan Tyson
Mr Darnell
A F Sismore
AM & MH Lenny
Mrs M A Roberts
C M S Whitehead
Mrs J Shuttleworth
L Wood
Mr A F Walker
Mr A Spowage
Linda White
Audrey I. Willetts
D Dye
Mrs S Fiddling
Colin Gundy
Mrs L M Stones
W H Poundel
Mrs P M V Rae
Michael C Caswell
Mrs M Evans
Mr & Mrs Childs
M Bakson
Pauline Weightman
Tony North
Albert Alderson
Robert Watson
Dave Allen
Mr Hodgson
Mr H F Dickens
R Bowe
Diane White
C N Johnson
D J Fisher
Mr C Morris
D Newlove
Revd D Tunbridge

C J Wright
M Marriott
Maureen Stiller
Anna D Daly
Mrs F Lovely
S Tongue
D Wittleton
Mr C Bamford
E K P Robinson
C Moore
D J Edis
Mrs P Pickworth
Tom Brown
Mrs S Chapman
Mrs M Burgess
Katie O'Connor
A B Exelby
C J Boardman
Mr R W Carrington
Mrs J Revill
L Kingsley
Mr G Holland
Mr & Mrs B Hendley
J G Dixon
Mr Clark
John Harding
Mrs W Roche
Matt Gray
Mrs West
Mr E Leeman
Mrs K Tabberer
D De Halle
Ms P J King
J F J Roe
John Hemmings
Mrs G Belton

RESPONDENTS TO RECENT APPLICANTS MAILSHOT MARCH 2006

Robert Sykes
Cyril Woosey
B Manson
R Doughty
Mr & Mrs M Harper
Mr L Jones
Mr M Downes
J Ross
Neil Sharpley
Gary Cooper
T E Ashford
L Scott
David Glew
J G Dixon
Lee Smith
Lynn Bennett
J W A Clugston
Paul Scigala
Caravan Park Electrical
Services Ltd
John Taylor
David Logan
T I Hunter
A Parkes
Mr T R Beaumont
Mr A Elliott
John Barber
Ian P Butter
Chris Kirk
Lee Holmes
Rachel Gedney
J M Docking
C W Mager
Mr C Wilson
J Silcox-Crowe
Guy Kemp
G L Gurney
J Mitchell
M Starsmore
Mrs M Moore
G B Wilson

RESPONDENTS TO PRE-SUBMISSION DRAFT SCI JULY 2006

Robert Doughty Consultants
Environment Agency
Mr C J Boardman
Louth Town & Country Club
Lincolnshire Branch Inland
Waterways
Mr G Holland
Cllr S D Harrison
Peacock & Smith (Broadleigh
Associates Ltd)
National Grid - Land &
Development Team
Valuation Office Agency
Mr T R Beaumont
Mr J G Dixon
Mrs M Evans
Alford PCC
Learning & Skills Council -
Lincolnshire & Rutland
Mrs C Spriggs
Mareham On The Hill Parish
Council
Mr M Goodman
Alford Town Council
Mr A D Sismore
Theddlethorpe Parish Council
North Cotes Parish Council
Royal Mail Holdings
East Midlands Planning Aid
Service
Cllr J Bradley
Mr P Daniels
Cllr K Milner
Mr M Caswell
Mr A Elliott
Mr J A Harrison
Sport England East Midlands
Croft Parish Council
Huttoft Parish Council
Smith Stuart Reynolds
(Allison Homes)

Minting & Gautby Parish
Council
The National Trust
East Keal Parish Council
Thornton Le Fen Parish
Council
J F J Roe
Louth Navigation Trust
Langrville Parish Council
Woodhall Spa Parish Council
Wolds Business Initiative
Mablethorpe & Sutton Town
Council
Sibsey Parish Council
Stickford Parish Council
Cllr J Swanson
RSPB
Cllr L MacKenzie
Belchford & Fulletby Parish
Council
British Waterways
English Nature
Defence Estates
Highways Agency
Saltfleetby Parish Council
Theddlethorpe Parish Council
Government Office for the
East Midlands
Cllr Shields
The Countryside Agency

Notes

Notes



**East Lindsey District Council,
Tedder Hall, Manby Park,
Louth, Lincolnshire
LN11 8UP**

**Tel: 01507 601111
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East Lindsey
DISTRICT COUNCIL