



STATEMENT OF COMMUNITY INVOLVEMENT

Pre-Submission Consultation Statement

April 2007

Pre-submission Consultation Statement (Regulation 28 Statement)

The Planning and Compulsory Purchase Act 2004 requires the Borough Council to produce a Statement of Community Involvement (SCI). The purpose of the SCI is to set out the Council's strategy for involving the community in:

- The preparation, development and review of Local Development Documents (Development Plan Documents and Supplementary Planning Documents) and;
- Determining planning applications.

This statement is prepared in accordance with the provisions of Regulation 28 of the Town and Country Planning (Local Development) (England) Regulations 2004 and will accompany the Submission Draft SCI. It sets out the consultation activities carried out in preparing the Submission Draft SCI under Regulations 25 and 26 of the above Regulations.

Consultation under Regulation 25

The Council began work on the Statement of Community Involvement by initially engaging in discussions internally with representatives from all departments of the Council to identify current consultation techniques and establish ideas and opinions about how best consultation should be undertaken to meet the needs of the Community. This was widened to selective stakeholder groups such as 'Connecting Communities' and Burton Neighbourhood Management Initiative. This was followed by including questions relating to the types of methods of consultation and the preferred methods of consultation for community consultation in the Council's quarterly Citizen's Panel questionnaire of September 2006. At the same time, letters were sent to everyone on our database, including statutory consultees, inviting comments on what the community would wish to see in the Council's Draft SCI. The types and methods of consultation questions were also included. The responses from the Citizen's Panel consultation and our own consultation were collated and used to inform the preparation of the Draft Statement of Community Involvement.

The responses received indicated that the main methods of community consultation favoured were direct letter and email (76% and 73%) by those listed on our Consultation database. However, the Citizens panel preferred direct letter (67%) and leaflet distribution (65%). This difference is explained by the make up of the groups that were consulted. The Citizen's Panel is made up entirely of individuals who live within the Borough. The Consultation database is a mix of statutory consultees, community and action groups, interested individuals, businesses and agents who are likely to find email a useful form of consultation whereas residents within the borough are more likely to prefer direct letter or leaflet distribution. Appendix 1 shows the breakdown of the responses to the questions sent out to the Citizen's panel and Regulation 25 consultation.

The main theme to come through all of the consultation is that a variety of methods should be used to ensure that as many groups and individuals are reached whilst at the same time balancing resources and being realistic about who we consult and at what stage. The Draft SCI sets out the groups of people that should be consulted and what methods of consultation will be used at different stages.

Consultation under Regulation 26

The Draft Statement of Community Involvement was prepared using the advice and information collected at the evidence gathering stage and consultation took place over a statutory six-week consultation period from 4th January to 15th of February 2007. In accordance with the consultation requirements under Regulation 26 Consultation during this stage included the following:

- The Draft SCI and copy of the notice and response forms were made available at the Council's offices in Burton upon Trent (Town Hall Reception and Midland Grain Warehouse Reception), Burton, Barton and Uttoxeter libraries and Rocester Community Centre.
- The Draft Statement of Community Involvement, Representations form and Notice was also available to view on the Council's website from the Planning Policy page.

- The Draft Statement of Community Involvement, covering letter, copy of the Notice and response form was sent to all those on our consultation database. A list of those on the Council's consultees database, updated as a result of the representations received throughout the consultation period is attached at Appendix 2.
- A Notice was placed in the Burton Mail on 4th January and in the weekly Uttoxeter Advertiser on the 10th January 2007.
- In addition to meeting the requirements of the Town and Country Planning (Local Development) (England) Regulations 2004 the Council included an article in their monthly newspaper ES News which is circulated to approximately 45,000 homes within the borough.

A copy of the Notice explaining where the documents can be viewed and the dates of the duration of the consultation period is attached at Appendix 3.

Consideration of Responses under Regulation 27

During the Consultation period of 4th January to 15th February 2007 East Staffordshire Borough Council received 47 representations from 27 organisations and individuals on the Draft Statement of Community Involvement. Seventeen of those organisations and individuals considered the Draft SCI to be Sound. The remaining 30 representations made by ten organisations and individuals addressed a variety of issues but primarily were concerned that individual groups were not specifically referenced in the consultees appendix or as a group in Section 3 of the Draft SCI and also how and when particular agencies or groups would be consulted on Development Plan Documents, Supplementary Planning Documents and Planning Applications. The Schedule of representations is attached as appendix 4 and includes officer comments.

Appendix 1	Regulation 25 Consultation results
Appendix 2	List of Consultees
Appendix 3	Draft SCI Notice
Appendix 4	Covering letter
Appendix 5	Draft SCI Representations and Officer comments.

Appendix 1

Regulation 25 Consultation results

SCI Consultation Results

Consultation under Regulation 25 took two forms. Firstly, questions relating to the types of methods of consultation and preferred method for consultation were included in the Citizens Panel of September 2006. Secondly, letters also went out to all those on our consultees database requesting views as to what should be included in the Statement of Community Involvement. The questions relating to the methods and choice of consultation were also included. Below are the results of this consultation.
129 questionnaires sent out - 26 returned (19.38%)

Two questions were sent out relating to the methods of consultation that might be used to keep people up-to-date with planning Issues.

Question 1 - What methods of consultation would you consider to be most appropriate to keep you up-to-date with planning issues?

Type of Consultation	Reg 25 Consultation %	Citizen's Panel (June) Results %
Council Website	42.31	28.5
Email	73.08	22.1
Letter	76.92	67.4
Exhibitions	19.23	23.2
Public Meetings	30.77	35.4
Leaflet distribution	15.38	65.2
Press Release	11.54	41.4
Notice/Advert in local press	11.54	56.1
Other	7.69	3.3

- ESBC Newsletter
- workshops for agencies involved in the process
- Direct postal contact with Parish Clerk

Question 2 - What type of publicity would you consider most useful in encouraging effective participation in planning issues?

Type of Consultation	Reg 25 Consultation %	Citizen's Panel (June '06) Results
Council Website	42.31	24.3
Email	30.77	21.5
Letters	50.00	63.0
Exhibitions	46.15	30.1
Public Meetings	65.38	44.8
Leaflet distribution	30.77	61.9
Press Release	38.46	47.0
Notice/Advert in local press	42.31	58.3
Other	11.54	3.0

- Direct postal contact with parish Clerk
- Council officers speaking at parish council, Civic Society and other community meetings

Letters received with additional comments

English Nature suggests listing all statutory and non-statutory environmental consultees that will be consulted on DPDs and Planning applications

Should set out clearly the timescales for consultation. Planning applications which effect a statutory nature conservation sites (SSSI), the SCI should state that the statutory timescales set out in the Wildlife and Countryside Act 1981 (as amended) will take precedence over the standard 21 day response period.

Also suggests that the LDF is lists all of the other strategies and plans linked to. E.g. RSS, PPS9, BAPs etc.

The Theatres Trust	Recommend the inclusion of a section that gives details on how ordinary people, groups and organisations can apply to get on to the consultation database which will be available at any time for new entries.
National Grid	Owns the gas and electricity transmission system in England. They wish to be involved at the outset of the LDF preparation. Letter is most appropriate way of informing them.

Appendix 2

List of Consultees

Organisation/Individuals

Government Office for the West Midlands
West Midlands Regional Assembly
Highways Agency
Staffordshire County Council
Derbyshire County Council
Stafford Borough Council
Lichfield District Council
South Derbyshire District Council
Derbyshire Dales District Council
Staffordshire Moorlands District Council
Peak District National Park Authority
Advantage West Midlands
English Heritage
Environment Agency
Sport England
Staffordshire Police
Staffordshire Police
Staffordshire Police
The National Forest Co
The Housing Corporation/Communities England
Department of Constitutional Affairs c/o
Natural England, West Midlands Area Team North
CABE
Severn Trent Water
South Staffordshire Water Co
National Grid
Central Networks

Transco

South Staffordshire PCT
Queen's Hospital
Network Rail

Burton College

Central Trains

British Waterways

Virgin Trains

Mobile Operators Association
BT Group PLC
Campaign to Protect Rural England
Burton Civic Society
Rolleston Civic Trust
Tutbury Civic Society
Uttoxeter Civic Society

East Staffordshire Racial Equality Council

Burton Chinese Community Association
Burton Caribbean Association
Burton Phillipino Association
Burton Sikh Community
Connecting Communities Project

Pakistani Community Centre
Sure Start
Staffordshire Parish Councils Association
CAMRA, Stafford, Stone & Central Staffs Branch
Heart of Burton
Age Concern Uttoxeter
Alzheimers Society
Burton Day Services
Burton Blind & Partially Sighted Group
Uttoxeter Blind Club
Disabled Christians Foundation
Horninglow Darby & Joan Club
EDIT
Elkes Day Centre
Salvation Army Evergreen Club
Second Half Group
Shobnall Pensioners Group
Derby Street Baptist Church
Staffs Youth Service
Pakistani Welfare Association
Interfaith Forum
Immigration Advisory Service
Persian Cultural Association
Afghan Society
Kurdish Society
MIND
YMCA
Parish Council's within East Staffordshire
Uttoxeter Town Council
Colwich Parish Council
Hixon Parish Council
Stowe by Chartley Parish Council
Fradswell Parish Council
Millwich Parish Council
Hilderstone Parish Council
Edingale Parish Council
Alrewas and Fradley Parish Council
Kings Bromley Parish Council
Hamstall Ridware Parish Council
Mavesyn Ridware Parish Council
Catton Parish Council
Walton on Trent Parish Council
Drakelow Parish Council
Bretby Parish Council
Newton Solney Parish Council
Egginton Parish Council
Marston on Dove Parish Council
Hoon Parish Council
Hatton Parish Council
Foston and Scropton Parish Council
Sudbury Parish Council

Doveridge Parish Council
Marston Montgomery Parish Council
Norbury & Roston Parish Council
Snelston Parish Council
Clifton & Compton Parish Council
Blore with Swinscoe Parish Council
Waterhouses Parish Council
Cotton Parish Council
Farley Parish Council
Alton Parish Council
Checkley Parish Council
Draycott in the Moors Parish Council
Strutt and Parker Consultants
The Theatres Trust
Tyler Parkes
United Cooperative Ltd
Rushton Hickman Partnership
Anthony Aspbury Associates
Peter Diffey and Associates
JMW Planning Ltd
Addleshaw Goddard
JVH Town Planning Consultants
CB Richard Ellis
Barton Willmore

Bagshaws

Chris Thomas Ltd
Stewart Ross Associates
White Young Green
Higham and Co
Andrew Martin Associates
C T Planning Ltd
Coors
Marston's Plc
JCB
Briggs of Burton Plc
SCPDL
Duchy of Lancaster

Burton Chamber of Commerce
M Barrett (Developments) Ltd
Country Land and Business Association
Burton Town Centre Management Ltd
Anson Properties
Rangemore Estate
Business Enterprise Support
InStaffs
St Modwen Developments
Barratt Chester

Wm Morrison Supermarkets Ltd

Citizens' Panel
WASPs (incl. Village Agents)
Burton 50+ Forum

Uttoxeter 50+ Forum
Parish Council Forum
BVPI General Survey
PACT (Winshill pilot)
VCS Managers Group
VCS Forum
VCS Uttoxeter Multi Agency Group
CEN
Winshill Health Centre
Community Centres
Learning Community (Asian Women)
BME Forum (Professionals)
A+ (Special Needs)
Burton Day Services (Special Needs)
Carr Gomm (Special Needs)
Home Start (Young parents)
MIND, Uttoxeter (Special Needs)
Quest Uttoxeter (Special Needs)
Stroke Club (Special Needs)
Sure Start (Young parents)

Appendix 3
Draft SCI Notice



PLANNING AND COMPULSORY PURCHASE ACT 2004

TOWN AND COUNTRY PLANNING (LOCAL DEVELOPMENT) (ENGLAND) REGULATIONS 2004

NOTICE OF PRE-SUBMISSION CONSULTATION IN ACCORDANCE WITH REGULATION 26

STATEMENT OF COMMUNITY INVOLVEMENT

East Staffordshire Borough Council has prepared a Pre-Submission Draft Statement of Community Involvement for consultation. The Pre-Submission Draft Statement of Community Involvement covers the whole of the Borough of East Staffordshire and sets out the Council's approach to involving people in the preparation of its Local Development Framework and in the consideration of planning applications we determine.

The Pre-Submission Draft Statement of Community Involvement is available to view free of charge at the following locations and times:

Location	Times
The Town Hall Reception, King Edward Place, Burton upon Trent	8.45am – 5.00pm (Mon to Fri)
Midland Grain Warehouse Reception, Derby Street, Burton upon Trent	8.45am – 5.00pm (Mon to Fri)
Burton Library, Riverside, Burton upon Trent	8.30am – 6.00pm (Mon, Wed and Fri) 10.00am – 6.00pm (Tues) 8.30am – 8.00pm (Thurs) 8.30am – 4.30pm (Sat)
Uttoxeter Library, High Street, Uttoxeter	9.00am – 5.00pm (Mon to Thurs) 9.00am – 7.00pm (Fri) 9.00am – 4.00pm (Sat)
Barton under Needwood Library, Dunstall Road, Barton under Needwood	10.00am – 5.00pm (Mon and Wed) 10.00am – 8.00pm (Thurs) 10.00am – 2.00pm (Fri) 10.00am – 1.00pm (Sat)

It is also available on the Council's website in the Consultations section at www.eaststaffsbc.gov.uk

Representations on the Pre-Submission Draft Statement of Community Involvement can be made between the 4th January 2007 and the 15th of February 2007 (inclusive) and should be sent in writing to Philip Somerfield, Planning Policy Manager, Development and Regeneration, Midland Grain Warehouse, Derby Street, Burton upon Trent, Staffordshire DE14 2JJ.

All comments received will be publicly reported and a schedule of comments will be prepared alongside the Revised Statement of Community Involvement.

If you wish to be notified of the submission and/or adoption of the Statement of Community Involvement please write to the Planning Policy Manager at the above address, including your full name and address. Further information on the Statement of Community Involvement and the Local Development Framework can be found on the Council's website or by calling 01283 508618.

Appendix 4

Covering letter



DIRECTOR OF DEVELOPMENT AND REGENERATION
MAHMOOD AZAM, B Eng (Hons), MSc, MIED

Contact Name: Philip Somerfield
Direct Dial: 01283 508622
Fax: 01283 508388
Email: philip.somerfield@eaststaffsbc.gov.uk
Website: www.eaststaffsbc.gov.uk

Our Ref: PP/JN/SCI
Your Ref:

Date: 4th January 2007

Dear Sir/Madam

East Staffordshire Local Development Framework
Draft Statement of Community Involvement

In accordance with the Town and Country Planning (Local Development) (England) Regulations 2004 East Staffordshire Borough Council's Draft Statement of Community Involvement is now available for consultation.

Copies are available to view at Development and Regeneration reception at the Midland Grain Warehouse, Main Reception at the Town Hall, King Edward Place and at Burton, Barton and Uttoxeter Libraries. The draft SCI is also available to download on the Council's website at www.eaststaffsbc.gov.uk on the Council's Planning Policy page. The consultation period runs from Thursday 4th of January to Thursday 15th February 2007.

Representations supporting or objecting to the content of the Draft SCI should be made in writing, using the representation form provided, to Philip Somerfield, Planning Policy Manager, East Staffordshire Borough Council, Midland Grain Warehouse, Derby Street, Burton upon Trent, Staffordshire, DE14 2EB.

Yours faithfully

A handwritten signature in black ink that reads 'P Somerfield'.

Planning Policy Manager

Appendix 5

Draft SCI Representations and Officer Comments.

Draft SCI Representations and Officer Comments

<i>ID Organisation</i>	<i>Surname</i>	<i>Sound?</i>	<i>Summary of Reps</i>	<i>Officer Response</i>	<i>Notes</i>
1 Burton Chinese Community Association	Wu	Yes	We do not understand what 'scoping/soundness' means. We are pleased to be involved and would appreciate being on your website. We would find Chinese written material very useful.	The Burton Chinese Community Association returned the form indicating that they thought the SCI was sound but added that they did not know what Scoping and Soundness meant. The Representation form had a footnote explaining that 'Sound' meant in this context 'showing good judgement' and 'able to be trusted'. The Council can provide translation facilities if considered appropriate and necessary.	

ID	Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
2		Jordan	No	Required publicity - not everyone buys a local paper. This is therefore not an effective means of publicity as it does not reach all members of the relevant community. (a) Could Parish council's be involved to ensure all appropriate persons are informed and encouraged to participate. (b) By the time site notices go up it is probably too late for community participation. It may still be more appropriate that all site notices are larger, more visible and distinctive.	The type of publicity required for planning applications is set out in the General Development Procedure Order 1995. These requirements are set out in the Draft SCI. In addition to an advert in the local paper and a site notice, the Register of applications is available to view on the Council's website. This register lists all applications received on a weekly basis. ESBC also carry out neighbour notification for all planning applications which is over and above the requirements of the GDPO. It is the responsibility of the Local Planning Authority to publicise planning applications and to ensure that these minimum standards have been met it. It is not the responsibility of Parish Councils to ensure all groups and individuals within the Parish are informed and it is unlikely that the Parishes would wish to take on this role. Site notices are already colour coded - Planning Apps are on white paper and Listed Building applications are on Yellow. It is already difficult to locate notices close to the site and if larger this problem would be all the more difficult.	No Change
3		Worsley	No	The options for pre-application community consultation should be agreed between the applicant and the LPA at pre-app stage. The Council needs to give such negotiations priority as part of the planning process and allocate resources accordingly.	The Draft SCI states at paragraph 4.8 that where developers intend to undertake community involvement they should discuss options for community involvement at the pre-application stage. This can be changed to state that community involvement will be discussed and agreed at pre-application stage if additional community involvement is considered necessary.	Amend para 4.8 to state that community involvement will be discussed and agreed at pre-application stage if additional community involvement is considered necessary.

ID	Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
4		Worsley	No	It would be helpful if plans and drawings submitted with planning applications were available on the website in addition to a summary of the application.	It is the Council's intention to make plans and drawings associated with planning applications available. This should be the case by 1 st April. 2007.	No Change
5		Worsley	No	It would be helpful to the development industry generally if there was some consistency in approach between Local Authorities requirements for community consultation.	Different Councils have different levels of resources and each Local Planning Authority will have different ideas about how best to reach all sectors of the community. The SCI will undoubtedly be individual to each authority if it has truly taken on comments from the local Community	No Change
6	Briggs of Burton	Andrews	No	The only methods of involvement identified in the table in 3.10 are identified as not being mandatory in the table in 3.13 and will only be used if deemed beneficial and timescale and resources allow. ESBC must have some mandatory commitment to involvement for the SCI to be sound.	There is some confusion regarding the definition of involvement. Many of the methods set out are effective in that they provide a mechanism for interaction between the Council and the community. Involvement means people airing views and ideas without fettering them with a pre-prepared plan. To better reflect this the final column of 3.13 will be renamed 'interaction' and the methods reclassified to reflect this. Many of the categories that did not 'involve' do provide useful ideas and views that inform the preparation of plans and documents.	No Change
7		Diffey	Yes		Noted	

ID	Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
8	Natural England	Wells	No	The SCI should be clear that the consultation period for planning applications which may affect statutory nature conservation sites is 28 days in accordance with the Wildlife and Countryside Act 1981 (as amended) and that this timescale over-rides the standard 21 day response time in these circumstances. The SCI needs to be changed to comply with the legislative timescales.	Agreed. Para 4.10 can be amended to include reference to the Wildlife and Countryside Act 1981 (as amended).	Amend Para 4.8. Subject to checking legislation.
9	Natural England	Wells	No	The SCI does not state clearly how statutory consultees will be consulted on planning applications. - By letter / email.	Noted. Paragraph 4.12 will be amended to specify that statutory consultees will be contacted via Letter or email as agreed with them.	Amend 4.12.
10	Natural England	Wells	No	'English Nature' and the 'Countryside Agency' should be amended to read Natural England to ensure that the list of consultees is correct with respect to nature conservation and landscape	Noted. Appendix 1 will be amended accordingly.	Change Statutory Consultees section of appendix 1.
11	Burton College	Norris	Yes	Please advise me as to how both Burton College and Burton Chamber of Commerce will be consulted.	This response gave no indication as to how either the College of the Chamber wanted to be consulted. As no comment was made on the content of the SCI it is therefore considered that there are no objections. It is considered appropriate to consult both of these organisations via letter on development Plan documents and planning applications that are relevant to them. No change required.	
12	British Waterways	Hemmings	Yes		Noted	

ID	Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
13	Environment Agency	Victor	Yes	The Environment Agency consider the methods by which they will be consulted to be acceptable and therefore consider the SCI to be sound.	Noted	
14	CPRE	Goode	Yes		Noted	
15	West Midlands RSL Planning Forum	Lim	Yes		Noted	Tetlow King act for Beth Johnson HA, Homezone HA, Midland Heart HA, Waterloo HA, Bromford HA, Orbit HA, T&D HA.
16	East Staffs Children's Centre	Lowther	Yes		Noted	
17	Rolleston Civic Trust	Gawthorpe	Yes		Noted.	
18	Blithfield Parish Council	Walker	No	Planning applications should be advertised in the Uttoxeter Advertiser not the Burton Mail.	Noted. The text of paragraph 6.1 will be amended subject to Circulation check.	Amend para 6.1. Subject to circulation check.
19	Blithfield Parish Council	Walker	No	Laminated notices should be removed on expiry and checked every 7 days with a view to replacement if necessary.	It is already standard practice to remove any notice once the period for consultation has ended. As for replacement of missing notices it would be impractical and resource intensive to have to replace missing notices. Officers endeavour to securely affix notices in prominent locations close to the proposed development. The GDPO specifically states that where a notice is missing, obscured or defaced prior to the end of the 21 day period the LPA shall be treated as having complied with the Regulations if they have taken reasonable steps for protection of the notice.	No change

ID Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
20 Blithfield Parish Council	Walker	No	The 90 m clause should be relaxed in rural areas, with adjoining parishes being consulted. Neighbours should be notified by letter as well as by laminated notice. East Staffs should also consider the effect of planning applications in adjacent Councils e.g. Cannock Chase and Lichfield.	This is over and above the requirements set out in the GDPO. It is not considered necessary to further extend consultation. It is normal practice for adjoining Councils to be consulted when considered necessary.	No change.
21 Blithfield Parish Council	Walker	No	Should not the Sustainability Appraisal also receive input from Parish Councils?	The preparation of a Sustainability Appraisal for each Development Plan Document and Supplementary Planning Document is a formal requirement under the new system and is a continuous process. An initial Sustainability Appraisal Report will be produced at the Issues and Alternative Options Stage followed by a formal Sustainability Appraisal Report that will be published and published at the Preferred Options Stage. The final Sustainability Appraisal Report will be amended as necessary and published at Submission Stage, taking into account any changes as a result of the consultation at Preferred Options. Parish Councils will therefore be consulted on the Sustainability Appraisal at each stage.	Amend paragraph 2.10 to make clear that the Sustainability Appraisal will be one of the documents that the LPA will seek comments on at each consultation stage.

ID	Organisation	Surname	Sound?	Summary of Reqs	Officer Response	Notes
22	Blithfield Parish Council	Walker	No	Where change of use is applied for there needs to be comment on vehicular use, size and frequency, if light industry is intended. Many roads in rural parishes are not suitable for large vehicles.	Paragraph 4.3 is part of a general introduction to the chapter relating to Planning Control. This comment is not directed at this particular paragraph but is a general comment about the need for transport issues to be addressed in change of use applications. Planning Officers are required to consult the appropriate statutory bodies, such as the Highway Authority. This is set out clearly in paragraph 4.10.	No change
23	English Heritage	Smith	No	English Heritage set out some general principles which should be complied with in a Local Authority's SCI. Taking account of guidance prepared by themselves in conjunction with the Environment Agency, Countryside Agency and English Nature Planning authorities are urged to contact CABE, Ancient Monuments Society, Council for British Archaeology, Society for the Protection of Ancient Buildings, The Georgian Group, The Victorian Society, The 20th Century Society, Garden History Society, The National Trust, Local Civic/Amenities Society, Local Building Preservation Trusts, Local Archaeological and Antiquarian Societies and Local History Societies.	English Heritage suggest the addition of National Amenity Societies to Appendix 1. Whilst not all of these societies will always be relevant these societies will be added to the SCI appendix.	Add National Amenities Groups to Appendix 1

ID	Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
24	English Heritage	Smith	No	LPA's should consult EH in specific circumstances and these should be set out in the SCI.	The LPA will consult English Heritage in accordance with their own charter. It is clearly stated in the Draft SCI that all consultation bodies will be consulted where necessary and appropriate. Appendix 1 is not an exhaustive list of consultees but EH will be added to the list for clarity.	Add EH to Appendix 1.
25	???	Tilley	Yes		Noted.	
26	The Theatres Trust	Freeman	Yes		Although the Theatres Trust consider the draft SCI to be Sound, they were disappointed not to see themselves listed as a consultee.	Add to Appendix 1.
27	National Forest Company	Evans	Yes	The NFC would like to be added to the list of 'other consultees' in Appendix 1 for consultation on LDF documents and planning applications in the NF area - continuing the process that operates very well now.	Noted. Although PPS12 suggests that SCIs should not specifically identify all groups to be consulted rather than the type of groups to ensure that the SCI remains current, specifying the NF Co as a consultee is in line with the current situation where they are consulted on all relevant Planning Policy documents and major applications within the NF area.	Add National Forest Co to list of Consultees.
28	Wm Morrison Supermarkets Plc		Yes	No specific comments at this time but wish to be consulted on future document preparation.	Noted	Add to LP Consultees database.
29	Government Office for the West Midlands	Darling	No	It would be helpful if the SCI included a profile of the Borough to provide perspective and valuable information to local communities.	Agreed.	Add Profile of the borough as an appendix and reference it in the introduction.

ID	Organisation	Surname	Sound?	Summary of Reqs	Officer Response	Notes
30	Government Office for the West Midlands	Darling	No	The SCI needs to highlight the processes and key milestone stages involved in Supplementary Planning Document production. This could be set out in the same way as they have been for Development plan Documents.	Agreed.	Set out SPD procedures as for DPD.
31	Government Office for the West Midlands	Darling	No	Figure 2 confusing - could this be set out more clearly?	This could be set out in the same way as for the procedure for Development Plan Documents.	Revise Figure 2 along the lines of figure 3.
32	Government Office for the West Midlands	Darling	No	Another bullet point should be added to show when people would/could get involved. This would then capture the whole process.	Agreed.	Add additional bullet point at paragraph 1.7.
33	Government Office for the West Midlands	Darling	No	It is encouraging to see the links made between the SCI, the Community Strategy and the Local Strategic Partnership.	Noted.	
34	Government Office for the West Midlands	Darling	No	Need to more clearly identify who the hard to reach groups are in the Borough. Identification of these groups should be based on sound evidence and include mechanisms on how we intend to reach them.	Accepted. This section will identify hard to reach groups and the Council's approach to involvement.	Amend to include new section on hard to reach groups.
35	Government Office for the West Midlands	Darling	No	Contact details. GOWM has its own website. Suggest this is referenced rather than the CLG	Accepted.	Amend reference to CLG in contact details.
36	Government Office for the West Midlands	Darling	No	Please note that the following Government departments can all be contacted through GOWM: Dept for Constitutional Affairs; Dept for Culture Media and Sport; Dept for Transport; Dept for Education and Skills; Dept for Health; Dept of Trade and Industry; and Dept for Environment Food and Rural	Noted. Appendix 1 indicated several Govt departments over and above the GOWM. This included several of those departments listed above. For consistency, the appendix will be reorganised to include the GOWM and the departments that are consulted through them. The appendix will list other departments that should be consulted directly.	Re-organise Appendix 1 to indicate which departments are consulted through the GOWM and which are not.

ID	Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
37	Government Office for the West Midlands	Darling	No	Statutory Consultation bodies - The Countryside Agency and English Nature are now known as Natural England.	Noted.	Amend
38	Government Office for the West Midlands	Darling	No	The SCI will be the first point of contact for many community groups and stakeholders. It would be useful to include a Glossary of the terms or phraseology that may not be readily understandable.	Accepted.	Add glossary as additional appendix.
39	Denstone Parish Council	Beaumont	Yes		Noted	
40	Burton Civic Society	Stone	Yes		Noted.	Would like us to confirm that they are on the Consultees database. Done.
41	Highways Agency	Jaffier	Yes		Noted	
42	Barton Willmore	Thomas	No	BW consider that there should be a reference to developers and landowners in the first paragraph in recognition of their role in the plan making process.	Agreed.	Add reference to para 1.1 to include Landowners and developers.

ID Organisation	Surname	Sound?	Summary of Reps	Officer Response	Notes
43 Barton Willmore	Thomas	No	BW consider that the use of focus groups and public meetings should also target landowners and developers as well as communities.	Paragraph 3.5 refers to a broad range of groups and bodies. Developers and Landowners have not been specifically identified. It is considered that these groups would fall under 'business groups'. Where public meetings or focus groups are considered necessary, all relevant groups will be invited. At paragraph 3.13 Focus Groups or Public Meetings do not specify who will be invited as this is a decision that would be taken at the time on the basis of who would be affected by the issue. Paragraph 3.5 could be amended to include as an example developers and landowners so that there is a specific reference to these groups.	Add to Para 3.5 at Business groups e.g.. Developers and Landowners.
44 Campaign for Real Ale (CAMRA)	Tonlinson	Yes	Considers the SCI to be sound but would like to add their own organisation to the 'other consultees' list on page 24.	Advice in PPS12 states that organisations listed in the SCI should not be specified in detail rather they should be identified by the type of group. CAMRA is an interest group and is therefore covered in paragraph 3.5. However, CAMRA has been added to the Consultation database and will be consulted when considered necessary and relevant.	
45 Duchy of Lancaster	Davies	No	It is noted that the list of groups does not refer to landowners or developers. Given that they are a significant sector of the community, reference should be made to these groups.	Agreed. This issue has been raised in other representations and para 1.1 and 3.5 will be amended to reflect this.	Amend para 1.1 and 3.5.

ID Organisation	Surname	Sound?	Summary of Reqs	Officer Response	Notes
46 Duchy of Lancaster	Davies	No	It is considered that each DPD should be available for inspection in hard copy format at Stage 1.	All documents will be available for inspection when prepared. However, at Stage 1 which is a period of evidence gathering, draft DPDs are not prepared. Consultation and evidence gathering will take place to inform the production of DPDs and SPDs.	No change

