

Amber Valley Borough Council



Local Development Framework

Statement of Community Involvement

Adopted June 2006

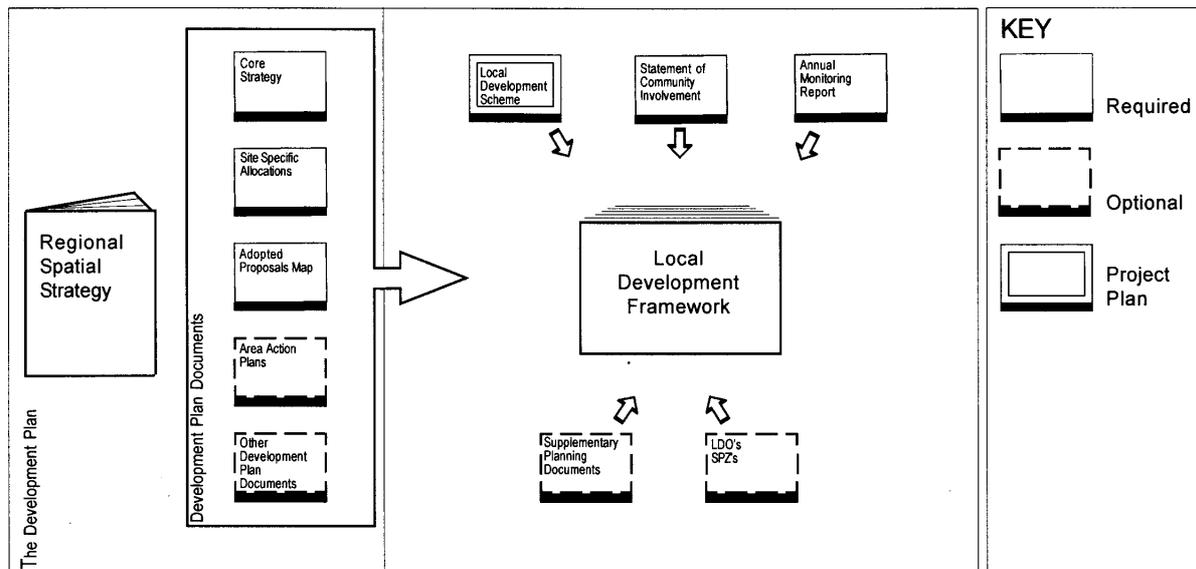


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A NEW APPROACH TO PLANNING IN AMBER VALLEY

- 1.1 In 2004, the Government introduced changes to the development planning system, with the aim of making it faster and more responsive to change.
- 1.2 One of the main changes to the system will see the eventual replacement of district-wide Local Plans by a series of new style plan documents, which will be collectively known as the Local Development Framework (LDF).
- 1.3 The diagram below refers to the types of document we will be preparing as part of a new Local Development Framework for Amber Valley.



- 1.4 Another key change to the development planning system is a greater emphasis on consultation and involvement with local communities, in relation to both the preparation of plan documents and the determination of planning applications.
- 1.5 In order to set out clearly how local planning authorities will involve their communities in the planning process, the new system requires the preparation of a document known as the Statement of Community Involvement (SCI).
- 1.6 The SCI for Amber Valley will need to specify the range of groups and organisations that we will consult and involve in the planning process. It will also need to identify the various methods of consultation and involvement that we will undertake and how we will choose the most appropriate methods to meet the particular needs and wishes of the different parts of our community.
- 1.7 Our hope is that this more inclusive approach to community involvement will help us to develop better plans and policies and to make better decisions about the use and development of land in Amber Valley, to meet the needs and expectations of the community.
- 1.8 In preparing this SCI document, we have liaised with other local planning authorities, the Government Office for the East Midlands and other key agencies and organisations to share ideas and learn from best practice. We have also sought comments from

the Amber Valley Consultation Panel (a representative sample of 1000 residents in Amber Valley) and the views of the wider community, to make sure that we can match as closely as possible what people are looking for and expecting in terms of involvement in the planning process.

1.9 The Council will maximise the potential to link consultation and involvement with the local community in relation to the Local Development Framework, with the review and implementation of the Amber Valley Community Strategy. The role and membership of the Local Plan Forum will be re-freshed, as a sub-group of the Amber Valley Local Strategic Partnership (LSP). The Forum will be the key mechanism for co-ordinating spatial planning to ensure that the objectives and priorities of the Community Strategy can be met.

1.10 Consultation and involvement on specific LDF documents will include relevant thematic and area-based groups within the LSP. Conversely, the preparation of detailed Action Plans to deliver the Community Strategy will include consultation and involvement with relevant groups and organisations within the list set out at Appendix 1.

1.11 In accordance with the Council's emerging Corporate Equality Policy, the SCI document (and all other LDF documents, including consultation material) will be made available in a range of formats, on request.

These include:-

- Using larger typeface (at least 14 point Arial as recommended by the Royal Institute for the Blind) where we know customers have a visual impairment
- Using ethnic minority/foreign language skills either in-house or from an adjoining authority (Derby City Council) for those customers for whom English is a second language

A minicom text-phone system and/or the use of in-house sign language skills are also available, on request, for those with speech or hearing difficulties.

Requests to receive documentation in alternative formats should be made by contacting the Borough Development 'One Stop Shop' on 01773 570222 ext 2520.

The above provisions ensure that the Council meets its relevant duties in accordance with legislation covering equal access to services.

WHAT WILL COMMUNITY INVOLVEMENT COVER?

2. Development Planning

- 2.1 In accordance with the requirements of the new development planning system, we have published a work programme known as a Local Development Scheme (LDS). The LDS sets out the range of documents we intend to prepare over the period up to September 2007, as well as giving an indication of future work beyond this date. The LDS will be reviewed on an annual basis to maintain a continuous rolling programme of work.
- 2.2 The LDS can be viewed on our website www.ambervalley.gov.uk.
- 2.3 We will continue to progress the Amber Valley Borough Local Plan Review through to formal adoption, as part of the LDS, although the Review process is not covered by the new legislation or the revised arrangements for community involvement.
- 2.4 We will then prepare a series of new documents, which will eventually replace the Local Plan Review. We will involve the community at various stages in the preparation of all these documents.
- 2.5 The new documents fall into two main categories:-

Development Plan Documents (DPDs) including:-

- an overall strategy for development planning in Amber Valley (known as the 'Core Strategy')
- detailed plans for two of our town centres (Belper and Heanor), where there is pressure for change and a need to safeguard and enhance the environment and/or to secure economic regeneration (known as 'Area Action Plans')
- the allocation of specific sites for housing and business and industrial development (known as 'Site Allocations')

Supplementary Planning Documents (SPDs) including:-

- a range of guidance to support the implementation of policies in relation to specific types of development or land use

Sustainability Appraisal/Strategic Environmental Assessment

- 2.6 In parallel with the process of preparing documents, the new development planning system requires local planning authorities to undertake an assessment of the economic, environmental and social impacts of these documents. This assessment is known as Sustainability Appraisal and will need to include a process known as Strategic Environmental Assessment (a formal requirement under a European Union Directive for all plans and strategies relating to the environment).
- 2.7 We will involve the community in the process of Sustainability Appraisal/Strategic Environmental Assessment, in parallel with that undertaken for each plan document.

3. Planning Applications

- 3.1 We are required by legislation to consult on all planning applications to a minimum standard.
- 3.2 However, we have long established processes in place which build on these minimum statutory requirements, ensuring that both applicants and those with an interest in planning applications can play a full part in the process of considering and determining applications.
- 3.3 We will seek to build further on our current good practice, in order to maximise the potential for all sections of our community to be involved in the planning application process.

HOW WILL WE INVOLVE THE COMMUNITY?

4. Development Planning

- 4.1 We are aware, both from our own current practice and through our learning from elsewhere, of the wide range of possible methods that we can use to involve the community in the planning process.
- 4.2 We will seek to apply the most appropriate methods of consultation and involvement for each plan document, in order to maximise the potential for community involvement, whilst at the same time recognising our resource limitations.
- 4.3 Before we start writing a plan document there will be a period of early engagement when we will inform people of which documents we will be working on next. During this period, we will gather feedback from the community and other stakeholder groups using a variety of engagement techniques (these are discussed in more detail below). Once we are sure that we have understood and considered the community's hopes and concerns we will start to formulate, in the case of Development Plan Documents, preferred options and proposals and in the case of Supplementary Planning Documents, a draft consultation document."
- 4.4 In relation to Development Plan Documents, the Council will then agree the format and content of a 'Preferred Options' document, as a basis for formal consultation. This will be publicised in the local press and representations will be sought from the community (again using a range of engagement methods). We will analyse all the responses received and discuss these with the Local Development Forum. It will be made clear what alternative options have been discarded and the reasons for this. We will consider any amendments to the draft document before submission to the Secretary of State and publication.
- 4.5 The draft Development Plan Document will be submitted to the First Secretary of State and published for public consultation. Individuals and organisations can comment on policies and proposals at this stage even if they have not been involved in the earlier preparation stages. Officers will analyse the comments and report these to the Local Development Forum and Council for information. Officers will then prepare responses on behalf of the Council for the Examination in Public.

At this stage, for Development Plan Documents that deal with specific site allocations, we will publish any alternative sites (proposed by objectors) for public consultation and send details to the Amber Valley Partnership and Town and Parish Councils for comment. Officers will analyse objections to the alternative sites, again for use in preparing responses for the Examination. The Council's Planning Board will agree the format and content of draft Supplementary Planning Documents.

5. The Consultation Procedure

- 5.1 Each of the Development Plan Documents will pass through the process described in the previous section. There will be some differences however between the documents, especially with regard to the way in which the community is involved in their preparation. This is to reflect the varying nature of the Development Plan Documents and thereby ensure that the appropriate engagement techniques are being used for each one. The table below explains how and when we intend to involve the community at each stage in the development of our first Development Plan Documents. Although specific dates for committees and consultation periods are generally still to be decided, the approximate timings for the stages are set out in the Council's approved Local Development Scheme (a Glossary Of Terms is included in Appendix 1). For up-to-date information on the current state of each Local Development Document please consult our website: www.ambervalley.gov.uk.
- 5.2 Notification of the publication of all (draft and adopted) Local Development Documents will be given in the local press and on the Council's website. In addition, written notice will be sent to the appropriate statutory consultees and any interested parties who have already been engaged in the Local Development Framework process. Copies of all the documents will be available at the Council Offices for inspection or purchase (during normal office hours). Copies will also be available to view in the local libraries and Town Centre Offices. We will endeavour to provide translations of the Local Development Documents in languages other than English when appropriate. Large print versions can also be provided if required.
- 5.3 The period for consultation at each stage will usually be 6 weeks. Comments must be made in writing or by email and submitted by the relevant deadline dates. Response forms will be available at all the locations referred to above and will also be available on the Council's website. All the comments received will be available to view on the website and at the Council's main offices.

Principles of Consultation

- 5.4 For the Core Strategy, the new system has a wider spatial planning approach identifying a range of delivery mechanisms, including development management and control. In order for 'spatial' planning, or planning of spaces, to deliver development, we will draw on a wide range of resources and expertise including other local authority departments, the development industry and the local community.

Possible Methods Of Community Involvement

5.5 The range of possible methods of community involvement that we have considered are listed below, together with brief comments on the merits and suitability of each method.

“The wide range of possible methods of community involvement recognises the need to use those methods which are most appropriate in order to secure the involvement of the Borough’s ‘significant communities’, as set out in Appendix 2:-”

Making documents available for inspection at Council offices & libraries

This should be regarded as a minimum requirement, but there is a need to ensure all locations are fully accessible, including to those with disabilities, as well as a clear indication given as to how and when people can respond to documents.

Letters to statutory bodies and other consultees

This should also be regarded as a minimum requirement, with the appropriate bodies being identified and consulted in writing.

Internet (website, e-mailshot)

This is an increasingly important method of community involvement and can be particularly cost-effective in providing a wide range of information for those who have difficulty in accessing local libraries and other venues.

Media (local press, TV, radio, etc)

Using the media is a useful means of raising the profile of plan documents and may be particularly useful where there is a need to generate a wide debate on options.

Leaflets/brochures

These can be a useful cost-effective means of providing large numbers of people with a summary version of the content of plan documents, with reference given to where more detailed information can be obtained.

Public exhibitions/displays/stalls/roadshows

These can be a good means of disseminating information and, where staff are present, enabling the community to discuss issues in some detail. It is important that these methods of involvement take place in accessible locations and are held at times when all sections of the community have an opportunity to attend. However, such methods can be time-consuming and resource intensive.

Formal written consultation/referenda/community surveys

These methods can be particularly useful for seeking views on a range of possible options, where consultation can be focused around a number of key questions.

Hotline

A hotline telephone number can provide the community with a dedicated point of contact on planning issues and is likely to be particularly useful for those without internet access. The effectiveness of a hotline will depend on key staff having sufficient technical knowledge and customer care skills

One-to-one meetings with selected stakeholders

These methods are useful where there is a need to explore issues in some depth, or where there is a need to achieve consistency with other plans and strategies. A proliferation of one-to-one meetings would however be resource intensive, whilst there is also a danger of raising expectations that individual stakeholders' concerns can always be fully met.

Public meetings/area, town and village meetings

As with public exhibitions/displays/stalls/roadshows, these methods of involvement can provide an open and inclusive opportunity for discussion on issues. Effective chairing of meetings will however be critical to avoid exclusion of less confident attendees. A proliferation of meetings can also be resource intensive.

Focus groups (selected groups of participants with particular characteristics) or citizen panels (randomly selected participants)

These can be useful for discussions on discrete topics or presentation of options and can help local planning authorities to gain a more in depth understanding of community concerns and priorities.

Pre-existing panels, forums and design teams

These methods can provide local planning authorities with a forum for authorities to disseminate information and canvass professional opinion on plan documents or planning applications.

(Note - the Amber Valley Local Plan Forum, which consists of representatives of key interest groups within Amber Valley, has already been recognised regionally as an example of best practice in consulting local communities on plan preparation. There is an opportunity to further develop the role of the Forum and refresh its membership, so that it can become more comprehensive and representative of the local community, and play a key role in shaping the format and content of plan documents).

Workshops (interactive): e.g. 'enquiry by design' and 'planning for real' exercises

These methods can help to engage local communities and develop a sense of community ownership. They are also useful for identifying and focusing discussion around difficult issues and key themes. Effective preparation and a structured approach are critical to the success of these methods, as well as reporting back to participants on the outcome.

Area forums (standing groups with geographical remit)

These are most appropriate for discussion of issues relevant to a specific geographical area, such as area-based policies or proposals.

Planning Aid

The East Midlands Planning Aid Service (EMPAS) provides a free and independent advice service on all planning related matters for individuals and community groups who cannot afford consultants' fees. It can help to target communities that traditionally do not get involved in the planning system as well as increasing their capacity to participate. It offers assistance via a helpline and through a proactive community planning programme, supported by a caseworker, community planners and a network of professional volunteers.

Steering/advisory group

This can be a useful mechanism for getting key organisations involved in overseeing or acting as a sounding board for the production of local development documents.

(Note - the Local Strategic Partnership (LSP) for Amber Valley (known as the 'Amber Valley Partnership') is responsible for maintaining and reviewing the Community Plan for Amber Valley. It provides an opportunity to undertake community involvement on a joint basis with the LSP, recognising that how we plan the use and development of land can have a big influence on people's choices in relation to how they live and work in and visit the Borough).

6. The Methods Of Community Involvement That We Propose To Undertake

- 6.1 The following table sets out those methods of community involvement which we propose to undertake, in preparing the different types of plan document (and the parallel process of Sustainability Appraisal/Strategic Environmental Assessment), together with the stage in document preparation where the method will be used.
- 6.2 In relation to Development Plan Documents (DPDs), the Council will consult with and involve those groups and organisations relevant to the form and content of the DPD. For example, in respect of Area Action Plans covering specific geographical areas such as town centres, a greater emphasis will be given to consultation and involvement with town/parish councils, area forums, retail/other business representatives and local community groups, rather than national organisations. In relation to a DPD covering housing sites, consultation and involvement will focus on the development industry, tenants'/residents' associations and environmental organisations.
- 6.3 The Council will seek to ensure that consultation at the 'issues and options' stage of DPD preparation is inclusive and makes use of a variety of methods to maximise community involvement and feedback. This will help to build consensus as to preferred options and should minimise the risk of new issues arising at later stages of consultation and involvement."
- 6.4 In relation to Supplementary Planning Documents (SPDs), the Council will consult with and involve those groups and organisations relevant to the form and content of the SPD. For example, in respect of design guidance covering specific geographical areas, such as conservation areas, a greater emphasis will be given to consultation and involvement with town/parish councils and any local amenity groups, rather than national organisations. In relation to a SPD covering open space provision, consultation and involvement will focus on the development industry, local sports clubs and local environmental organisations.

Method Of Community Involvement	Documents	Stages Of Preparation		
		Pre-submission consultation	Pre-submission public participation	Submission of documents & information to Secretary of State
<u>Development Plan Documents</u>				
Making documents available for inspection at Borough Council offices & public libraries	Core Strategy		*	*
	Area Action Plans		*	*
	Site Allocations		*	*
Letters to statutory bodies & other consultees	Core Strategy	*	*	*
	Area Action Plans	*	*	*
	Site Allocations			
Internet (website, e-mailshot)	Core Strategy	*	*	*
	Area Action Plans	*	*	*
	Site Allocations	*	*	*
Media (local press, TV, radio etc)	Core Strategy	*	*	*
	Area Action Plans	*	*	*
	Site Allocations	*	*	*
Leaflets/brochures	Core Strategy	*	*	
	Area Action Plans	*	*	
	Site Allocations	*	*	
Public exhibitions/ displays/stalls/ roadshows	Area Action Plans	*	*	
	Site Allocations	*	*	
Formal written consultation/referenda/ community surveys	Core Strategy	*		
	Area Action Plans	*		
Hotline	Core Strategy	*	*	*
	Area Action Plans	*	*	*
	Site Allocations	*	*	*

One-to-one meetings with selected stakeholders	Core Strategy	*		
Public meetings/ area, town or village meetings	Core Strategy Area Action Plans Site Allocations		*	*
Focus groups (selected groups of participants with particular Characteristics) or citizens' panels (randomly selected participants (Amber Valley Consultation Panel)	Core Strategy	*	*	*
Pre-existing panels, forums & design teams (Amber Valley Local Development Forum)	Core Strategy Area Action Plans Site Allocations	*	*	*
Workshops (interactive) e.g. 'enquiry by design' & 'planning for real' exercises	Area Action Plans	*	*	
Area forums (standing groups with geographical remit)	Area Action Plans	*	*	*
Planning Aid	Area Action Plans	*	*	*
Steering/advisory group (Amber Valley Partnership -the Local Strategic Partnership (LSP) for Amber Valley	Core Strategy Area Action Plans	*	*	*
<u>Supplementary Planning Documents</u>	Public participation prior to preparation of draft documents and on publication of draft documents			
Making documents available for inspection at Borough Council offices & public libraries		*		
Letters to statutory bodies & other consultees		*		
Internet website, e-mailshot)		*		
Leaflets/brochures		*		
Hotline		*		

7. Planning Applications

- 7.1 Involvement leads to outcomes that better reflect the views and aspirations and meet the needs of the wider community in all its diversity. Public involvement is valuable as a key element of a vibrant, open and participatory democracy. Involvement improves the quality and efficiency of decisions by drawing on local knowledge and minimising unnecessary and costly conflict. Involvement educates all participants about the needs of communities, the business sector and how local government works. Involvement helps promote social cohesion by making real connections with communities and offering them a tangible stake in decision making.
- 7.2 For planning applications, statutory consultation requirements are set out in Article 8 of the Town and Country Planning (General Development Procedure) Order (as amended). This requires authorities to publicise applications, either by a site notice or notification to neighbours. In addition, local advertisements may be required as defined in article 8 of this Order. Similar arrangements exist for applications requiring listed building or conservation area consent.
- 7.3 Once the Statement Of Community Involvement is adopted, we will need to ensure that all planning applications are considered in accordance with its requirements in terms of community involvement.
- 7.4 For small applications, it is likely to be sufficient to meet the statutory requirements that apply once they are submitted to the Council.
- 7.5 Developers are encouraged to undertake pre-application discussions and early community consultation.
- 7.6 As with development planning, we will seek to use the most appropriate methods to maximise the potential for the community to be involved in the process of considering and determining planning applications, whilst taking into account our resource limitations.
- 7.7 We will maintain and build on our statutory requirements and on our established good practice, by selecting those methods of community involvement which are most appropriate having regard to the scale and nature of each planning application and the level of interest that they are likely to generate within the community. For housing proposals, a major development is one where the number of dwellings to be constructed is 10 or more or where the site area is greater than 0.5 ha. For all other uses, a major development is one where the floorspace to be built is 1000 square metres or more, or where the site area is 1 hectare or more.
- 7.8 At the pre-application stage, we will:-
- actively encourage and hold pre-application discussions with prospective applicants, including by inviting key consultees to joint meetings to deliver an integrated 'Development Team' approach, and involving the Amber Valley Partnership, particularly for communities regarded as significant or hard to reach
 - for major developments, encourage applicants to hold exhibitions and other public events to seek clarification of community aspirations, recognising that there are various 'communities', which may be affected, possibly requiring separate approaches according to their interests.

- publish property-based policy, planning constraint and site history information on the Council's website, through the award winning 'My Property' pages, to inform the submission of applications.

7.9 After an application has been made & in making a decision, we will:-

- consult on applications with a range of agencies, in addition to statutory requirements (these include Amber Valley Access - a local group representing the needs of people with disabilities - and the Police's Crime Prevention Unit),
- send a weekly list of all applications to Councillors and to local libraries
- on request, supply members of the public with a weekly list of applications for an annual fee,
- send details of every application in their area to Parish/Town Councils, notify neighbours of applications by letter, site or press notices,
- where development proposals are anticipated to generate wider interest, hold a public exhibition or meeting, including on a joint basis with the applicant where possible,
- arrange to lend a copy of the plans to those who have difficulty in visiting our offices to view applications (including the elderly and people with disabilities), or to visit the person at home, where necessary,
- publish details of all applications, including forms, plans and other reports on the Council's website with the ability to email comments about proposals,
- publish details of the progress of applications on the Council's website,
- publish the agenda for Planning Board meetings on the Council's website,
- for controversial applications, arrange, at the local Councillor's request, for the Planning Board to hold a site visit to hear directly from the community about proposals,
- allow the community to address the Planning Board at its meeting.

7.10 After a decision has been made on the application, we will:-

- notify the applicant/agent of the decision, as well as all those in the community who have made comments on the application,
- retain details of all who have expressed interest in proposals to enable re-consultation in relation to any amendments, subsequent applications or appeals.

7.11 The applicant will receive a decision notice and everyone who has written to the Council will have a letter confirming the decision. If many people have written, the Council will as an alternative, put an advert in a local paper with details of the decision.

7.12 In addition, at all stages in the planning application process, we will:-

- supply general advice and guidance to the public
- provide a 'One Stop Shop' (through our Development Helpdesk) for all enquiries
- maintain a 'Duty Officer' system to ensure that all administrative, procedural and technical enquiries can be dealt with by an appropriately qualified and experienced officer during normal office opening hours

Community Involvement in Planning Applications

Approach	Tier 1: applications where there are issues of scale and controversy, or are contrary to/out of line with local development framework policy	Tier2: applications broadly in accordance with the local development framework but raising controversial issue or detail	Tier 3: applications of a scale or on a site for which the Council requires wider community involvement. Also, applications that fall within sites that are 'sensitive' to development pressures
Public meetings	✓		
Public exhibition	✓	✓	
Surgeries	✓	✓	
Development briefs	✓		
Workshops	✓		
Enquiry by design and/or planning for real	✓		
Citizen panel	✓	✓	✓
Consultation panel	✓		
Towns/parish councils	✓	✓	✓
Media	✓		
Website	✓	✓	✓
Planning aid	✓	✓	✓
Local architectural or design panel	✓	✓	

WHO WILL WE INVOLVE?

8. Statutory Bodies

- 8.1 These are those bodies that we must consult and involve in the preparation of the various documents, in accordance with Government Regulations. Some of these statutory bodies will be interested in all aspects of the documents, whilst others will have a more specific interest, depending on their focus.

9. Other Key Consultees

- 9.1 Government guidance also sets out a wider list of bodies that we are advised to consult and involve, where appropriate. These include other Government departments and specific interest groups, depending on the nature of the plan document.

10. Other Groups & Organisations

- 10.1 We have also identified a range of other groups and organisations that we will consult and involve, including those already identified through our Local Plan Review database.
- 10.2 We propose to involve these other groups and organisations, who include the development industry and other business representatives, environmental organisations and local community groups, in preparing those documents which relate specifically to their areas of interest.
- 10.3 We are also particularly concerned to ensure that those members of the community who do not normally get involved in the planning process are given every opportunity to participate. We have identified those communities within Amber Valley that we regard as 'significant' or 'hard to reach' (see list at Appendix 2). In order to try to achieve a greater level of involvement within these significant communities/hard to reach groups, we will consider using methods such as outreach workers, focus groups and workshops and making use of the Planning Aid service.
- 10.4 A long list of the statutory, advisory and types of other groups and organisations that we will consult and involve in the planning process is set out at Appendix 1. We will maintain a free-standing register of all those groups and organisations that we involve. This list will be for viewing on the Council's website at www.ambervalley.gov.uk or on screens at Council offices.

REPORTING BACK

- 11.1 We will ensure that any comments received as a result of community involvement on either plan documents or planning applications receive appropriate feedback.
- 11.2 We will aim to initially acknowledge all comments within 5 working days of receipt and will give more detailed feedback as quickly as possible, depending on the scale and nature of comments received.
- 11.3 We will make use of our website to maintain an up to date summary of the progress made in preparing each plan document.

11.4 The Annual Monitoring Report will be the main mechanism for reviewing the relevance of the Statement Of Community Involvement and identifying any changes necessary. For example, we will evaluate the success or otherwise of the various methods of consultation and involvement, in terms of the number and range of those participating in the process of document preparation, and the extent to which community involvement has influenced the format and content of plan documents.

RESOURCE IMPLICATIONS

12.1 We will undertake the majority of community involvement in the planning process using in-house staff resources.

12.2 In relation to plan documents, this will mainly involve staff from within the Planning For Sustainability Business Unit, although officers from other Business Units will also be involved in relation to specific documents. In particular, we will need to work with:-

- Policy & Performance, to ensure consistency with the Borough Council's Strategic Objectives and its corporate strategy for consultation and to maximise the use of limited resources
- Regeneration, in relation to Area Action Plans for Belper and Heanor town centres
- Housing and Regeneration, in relation to Site Allocations documents for housing development and business & industrial land

12.3 We will seek to supplement our in-house resources where we need to undertake particularly complex or time-consuming community involvement, or where the use of other organisations would enhance the quality of the process. The Council will request Planning Aid for assistance with Area Action Plans and an appropriate contribution will be made for the aid.

12.4 The Council has used funding from the Planning Delivery Grant for two additional posts in the Planning for Sustainability Business Unit which will help to support community involvement.

LIST OF STATUTORY BODIES & OTHER GROUPS & ORGANISATIONS WE WILL INVOLVE IN THE PLANNING PROCESS

Specific Statutory Consultation Bodies

East Midlands Regional Assembly (the regional planning body)

A relevant authority – local planning authority, a county council or a parish council - any part of whose area is in or adjoins the area of the local planning authority (this includes Parish and Town Councils)

Countryside Agency

Environment Agency

Highways Agency

Historic Buildings and Monuments Commission for England

English Nature

East Midlands Regional Development Agency (emda)

Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3)(a) of the Communications Act 2003

Any person who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority; and

Any of the bodies from the following list who are exercising functions in any part of the area of the local planning authority:

- Strategic Health Authority
- Person to whom a licence has been granted under Section 7(2) of the Gas Act 1986
- Sewage undertaker
- Water undertaker

Government Departments

Home Office

Department for Education and Skills (through Government Offices)

Department for Environment, Food and Rural Affairs

Department for Transport (through Government Offices)

Department of Health (through relevant Regional Public Health Group)

Department of Trade and Industry (through Government Offices)

Ministry of Defence

Department of Work and Pensions

Department of Constitutional Affairs

Department for Culture, Media and Sport

Office of Government Commerce (Property Advisers to the Civil Estate)

General Consultation Bodies

Voluntary bodies some or all of whose activities benefit any part of the authority's area

Bodies which represent the interests of different racial, ethnic or national groups in the authority's area

Bodies which represent the interests of different religious groups in the authority's area

Bodies which represent the interests of disabled persons in the authority's area

Bodies which represent the interests of persons carrying on business in the authority's area.

The full list of these bodies is available on the Council's website at www.ambervalley.gov.uk or on screens at the Council's offices.

Other Consultees (as advised by Government guidance in PPS 12)

Age Concern

Airport operators

British Chemical Distributors and Traders Association

British Geological Survey

British Waterways, canal owners and navigation authorities

Centre for Ecology and Hydrology

Chambers of Commerce, Local CBI and local branches of Institute of Directors

Church Commissioners

Civil Aviation Authority

Coal Authority

Commission for Architecture and the Built Environment

Commission for New Towns and English Partnerships

Commission for Racial Equality

Crown Estate Office

Diocesan Board of Finance

Disability Rights Commission

Disabled Persons Transport Advisory Committee

Electricity, Gas, and Telecommunications Undertakers, and the National Grid Company

Environmental groups at national, regional and local level, including:

- Campaign to Protect Rural England
- Friends of the Earth
- Royal Society for the Protection of Birds
- Wildlife Trusts

Equal Opportunities Commission

Fire and Rescue Services

Forestry Commission

Freight Transport Association

Gypsy Council

Health and Safety Executive

Help the Aged

Housing Corporation

Learning and Skills Councils

Local Agenda 21 including:

- Civic Societies
- Community Groups
- Local Transport Authorities
- Local Transport Operators
- Local Race Equality Councils and other local equality groups;

National Playing Fields Association

Network Rail

Passenger Transport Authorities

Police Architectural Liaison Officers/Crime Prevention Design Advisors

Port Operators

Post Office Property Holdings

Rail Companies and the Rail Freight Group

Regional Development Agencies

Regional Housing Boards

Regional Sports Boards

Road Haulage Association

Sport England

The House Builders Federation

Traveller Law Reform Coalition

Water Companies

Women's National Commission

This is not an exhaustive list, and will be updated as necessary and is available through the Council's website at www.ambervalley.gov.uk.

SIGNIFICANT COMMUNITIES IN AMBER VALLEY

Geographic Communities

The Eastern Wards comprising:

Alfreton East (d) – domains of child poverty, education.

Alfreton West (m)

Aldercar (m)

Riddings (m)

Somercotes (m)

Heanor and Loscoe (d) – domain of education.

Heanor East (d) – domains of education, employment, health.

Heanor West (d) – domain of education.

These wards have been identified because they are within the worst 20% of wards across the country for levels of multiple deprivation (m) or because they have been identified as having one or more specific issues or domains within the worst 20% in the country (d).

Rural areas comprising:

Alport and South West Parishes – worst 20% nationally for the domain of access.

Pockets of deprivation

Belper and the Derwent Corridor – selected because of the opportunities for economic development and heritage tourism.

The four market towns of Alfreton, Belper, Heanor and Ripley

High crime areas:

Eight wards are currently identified in the Community Safety Audit 2001:

Aldercar

Alfreton West

Belper South

Codnor

Heanor West

Riddings

Ripley

Somercotes

Areas with derelict or contaminated land – priority site Cinderhill, Denby

Communities Of Interest & Hard To Reach Groups

- The economically disadvantaged including the unemployed, those without or with few qualifications, the homeless and single parents.
- Those with age related needs: children and young people, parents and carers, older people.
- Those affected by rural isolation
- People with disabilities.
- The business community.
- Those not engaging with the Council and partner agencies or their services.

GLOSSARY OF TERMS

Area Action Plan: used to provide a planning framework for areas of change and areas of conservation.

Community Strategy: local authorities are required by the Local Government Act 2000 to prepare these, with the aim of improving the social, environmental and economic well being of their areas. Through the Community Strategy, authorities are expected to co-ordinate the actions of local public, private, voluntary and community sectors. Responsibility for producing Community Strategies is passed to the Amber Valley Partnership, Local Strategic Partnership, which includes Council representatives.

Core Strategy: sets out the long-term spatial vision for the Council area, the spatial objectives and strategic policies to deliver that vision – mediating space, intervening on behalf of Council clients in land-use issues across the Borough; and making Amber Valley the kind of place that the community needs.

Development Plan: the Council's development plan consists of the saved adopted Derbyshire Structure Plan and Amber Valley Local Plans and the emerging Replacement Amber Valley Local Plan to be saved for the three year period 2004-2007; and, during that same period, any emerging development policy in the East Midlands Regional Spatial Strategy and the Development Plan Documents contained within the Amber Valley Local Development Framework.

Development Plan Documents: spatial planning documents – publications that show interventions on behalf of clients of Amber Valley in making a place where they want to live- that are subject to independent examination, and together with the relevant Regional Spatial Strategy, will form the development plan for the Council for the purposes of the Act. They can include a Core Strategy, Site Specific Allocations of land, and Area Action Plans (where needed). Other Development Plan Documents, including generic Development Control Policies, can be produced. They will all be shown geographically on an adopted proposals map. Individual Development Plan Documents or parts of a document can be reviewed independently from other Development Plan Documents. The Council must set out the programme for preparing its Development Plan Documents in the Local Development Scheme.

Issues and Options: produced during the early production stage of the preparation of Development Plan Documents and may be used for consultation to meet the requirements of Regulation 25.

Local Development Document: the collective term in the Act for Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.

Local Development Framework: the name for the portfolio of Local Development Documents. It consists of Development Plan Documents, Supplementary Planning Documents, a Statement of Community Involvement, the Local Development Scheme and Annual Monitoring Reports. Together these documents will provide the framework for delivering the spatial planning strategy for the Council area and may also include local development orders and simplified planning zones.

Local Development Scheme: sets out the programme for preparing Local Development Documents. The Council must submit a Scheme to the Secretary of State for approval within six months of commencement of the Act.

Local Strategic Partnership: partnerships of interested parties who develop ways of involving local people in shaping the future of their neighbourhood in how services are provided. The Amber Valley Partnership is a single non-statutory, multi-agency body which aims to bring together locally the public, private, community and voluntary sectors.

Planning and Compulsory Purchase Act 2004: the Act which sets out the Government's law on planning including this Statement of Community Involvement.

Preferred options document: produced as part of the preparation of Development Plan Documents, and is issued for formal public participation as required by Regulation 26.

Proposals Map: the adopted proposals map illustrates on a base map (reproduced from, or based upon a map base to a registered scale) all the policies contained in Development Plan Documents, together with any saved policies. It must be revised as each new Development Plan Document is adopted, and it should always reflect the up-to-date planning strategy for the area. Proposals for changes to the adopted proposals map accompany submitted development plan documents in the form of a submission proposals map.

Regional planning body: one of the nine regional bodies in England responsible for preparing Regional Spatial Strategies (in Amber Valley this body is the East Midlands Regional Assembly)

Regional Spatial Strategy: sets out the region's policies in relation to the development and use of land and forms part of the development plan for the Council. Planning Policy Statement 11 'Regional Spatial Strategies' provides detailed guidance on the function and preparation of Regional Spatial Strategies.

Regulations: Town and Country Planning (Local Development) (England) Regulations 2004, and the Town and Country Planning (Transitional Arrangements) Regulations 2004.

Site Allocations: allocations of sites for specific or mixed uses or development to be contained in Development Plan Documents. Policies will identify any specific requirements for individual proposals.

Statement of Community Involvement: sets out the standards which the Council will achieve with regard to involving local communities in the preparation of local development documents and development control decisions. The Statement of Community Involvement is not a development plan document but is subject to independent examination.

Strategic Environmental Assessment: a generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.

Supplementary Planning Documents: provide supplementary information in respect of the policies in Development Plan Documents. They do not form part of the Development Plan and are not subject to independent examination.

Sustainability Appraisal: tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors) and required in the Act to be undertaken for all local development documents.