

Richmondshire Statement of Community Involvement (2017)

Consultation Statement

October 2017



1.0 Introduction

1.1 Richmondshire District Council recently consulted on an update of its Statement of Community Involvement (SCI) document for the part of the District outside of the Yorkshire Dales National Park. The consultation sought feedback on the policy, standards and methods proposed to be used when engaging and consulting with residents, local groups, stakeholders and statutory consultees in both the preparation of local development planning documents and also when considering planning applications.

1.2 This consultation statement sets out:

- How the consultation was undertaken
- Who was consulted
- Who responded
- A summary of the comments received; and
- How the issues raised have been taken in to account.

2.0 How was the consultation undertaken & who was consulted?

2.1 The Draft SCI was made available for inspection and comment for a period of 7 weeks from the 25 July 2017 to 11 September 2017.

2.2 Notification of the consultation was sent out to around 400 individuals or organisations on the Councils Local Plan Consultation database via email or letter (Appendix 1). This included Town & Parish Councils (outside Yorkshire Dales National Park), District & County Councillors, Statutory & Specific Consultees and any individual or organisation who has asked to be on the database.

2.3 The consultation was also publicised through a range of other methods including a press release and banner on the Council's website homepage with a link to the consultation page and the District Council Members bulletin. These methods are illustrated at Appendix 2.

2.4 The Draft SCI, comments forms and explanation of the consultation were also placed on the Council's website (Appendix 3) and available in paper format during opening hours at the District Councils main office – Mercury House, Richmond and also in the community offices at Leyburn and Colburn. Paper copies of the Draft SCI were provided where requested.

2.5 Comments forms (Appendix 4) were able to be completed by hand or electronically and returned by either email or post.

3.0 Who responded?

- 3.1 In total 7 responses were received to the consultation. 1 of the responses received had commented on the previous SCI rather than the one being consulted on. The respondent was given an opportunity to re-submit their comments but no further response was received so this response was disregarded leaving 6 responses received.
- 3.2 The 6 responses received are available in full at appendix 5 and summarised in the table below.
- 3.3 Of these 6 responses 5 were from specific consultees - Highways England, Historic England, Ministry of Defence, Natural England and North Yorkshire County Council who made no detailed comments on the content of the SCI but acknowledged the consultation and in some cases provided revised contact details or welcomed reference to them in the SCI as specific consultees.
- 3.4 The response received from CPRE North Yorkshire was the only one to make specific comments on the content of the SCI which are outlined in the table below along with the Council's response.

Respondent	Section, Paragraph or Table	Object, Support or Comment	Comment	Council Response
Highways England	N/A	Comment	Acknowledgement of being recognised as a specific/statutory consultee.	Noted
DIO obo MOD	N/A	Comment	Note the SCI recognises duty to consult with MOD and provides contact details.	Noted
North Yorkshire County Council – Strategic Policy and Economic Growth Team	N/A	Comment	Welcomes identification as a specific consultee and duty to cooperate partner and the opportunity to liaise with RDC.	Noted
North Yorkshire County Council – Planning Services	N/A	Support	General support for approach taken	Noted
North Yorkshire County Council – Planning Services	N/A	Comment	Update on production of Minerals & Waste Plan	Update noted
North Yorkshire County Council – Planning Services	Post Application Consultation	Comment	When considering post application please take in to account Policy SO6 of the emerging Minerals & Waste Plans which outlines types of developments we should be consulted on in Safeguarded areas.	Advice noted and Development Management Team informed.
North Yorkshire County Council – Local Highways Authority	N/A	Comment	Welcomes inclusion of Duty to Cooperate within SCI & will seek to provide advice and guidance on highway related matters on the local road network to RDC.	Noted. Support and advice welcomed.
Natural England	N/A	Support	Supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters, both in terms of shaping	Support Noted

			policy and participating in the process of determining planning applications.	
CPRE North Yorkshire	Part 1, para 1.4, pg2	Comment	Should consider making reference to NPPG in this section as it specifically references the need to produce an SCI.	Noted. Reference to NPPG added to end of paragraph.
CPRE North Yorkshire	Part 2, para 2.8, pg5	Comment	Update on CPRE organisational structure and contact details	Update noted and database amended. Any other responses will treated as individuals.
CPRE North Yorkshire	Part 2, para 2.11, pg6	Comment	Reference to the production of a schedule evidencing the Duty to Cooperate would be beneficial in the interests of clarity.	Noted. The following has been added to end of para 2.11 - A schedule will be produced evidencing how the 'duty to cooperate' has been complied with.
CPRE North Yorkshire	Part 2, para 2.31, pg11	Comment	Reference to the fact that the Council should provide evidence setting out how the Council intend to act upon the suggestions put forward via representations made during formal consultation process would be welcomed in the interests of clarity and proper planning.	Noted. The following has been added to para 2.31 - It will also outline the Council's response to the issues raised in the consultation and how these have been acted upon.
CPRE North Yorkshire	Part 3, para 3.12, pg14	Comment	Suggest it would be prudent to define what is meant by "where properties are considered to be directly affected by development proposals" adjacent to 'Neighbour consultations' as this is an area which can cause some confusion within communities.	Noted. "Immediately adjacent" has been added to this bullet point.

Historic England	N/A	N/A	Acknowledgement of consultation. No comments to make regarding contents	Noted
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Appendix 1: Letter & Email sent to consultees

Your Ref:

My Ref: MU/SCI
Dealt with by: Matthew Usher
Community Development
Typetalk: 18001 01748 901116
25 July 2017

Dear Sir/Madam

Richmondshire Local Plan: Draft Statement of Community Involvement 2017 Consultation

Richmondshire District Council is preparing a new Statement of Community Involvement (SCI) to reflect changes in planning legislation and to ensure the SCI reflects the latest methods of consultation.

The SCI explains how we will engage with and involve people and organisations in preparing local planning documents and considering planning applications. This will include carrying out the review of the Local Plan, preparing Supplementary Planning Documents and the Community Infrastructure Levy, and working with communities on Neighbourhood Plans. This applies to the part of the District outside of the Yorkshire Dales National Park.

We are consulting on the Draft SCI which is available for inspection and comment from 25 July 2017 to 11 September 2017. All comments received during the consultation period will be carefully considered by the Council. The SCI will then be finalised, published and adopted by the Council.

The Draft SCI and comment form is available to view and download here:

<http://www.richmondshire.gov.uk/planning/local-plan/1042-statement-of-community-involvement>

It is also available for viewing at the main Council offices at Mercury House, Richmond and Customer contact points in Colburn and Leyburn during opening hours.

Any changes or additions proposed should be outlined in full along with an explanation of why you consider them to be necessary. Representations received cannot be treated as confidential and will be published on the Council's website and made available for public inspection. We will remove telephone numbers, email addresses and signatures from all copies to prevent identity fraud.

Comments should be made by email to localplan@richmondshire.gov.uk or by post to Planning Policy, Richmondshire District Council, Mercury House, Station Road, Richmond, DL10 4JX. The deadline for representations is 4pm on Monday 11

September 2017. Late representations and representations on issues not relating to the SCI will not be considered.

Should you have any queries about this consultation please contact the Community Development Team on 01748 829100 or email localplan@richmondshire.gov.uk

Yours faithfully

Matthew Usher

Policy Officer

matthew.usher@richmondshire.gov.uk

Tel. 01748 901116

Appendix 1: Letter & Email sent to consultees continued

Good Morning,

Richmondshire District Council is preparing a new Statement of Community Involvement (SCI) to reflect changes in planning legislation and to ensure the SCI reflects the latest methods of consultation.

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Should you have any queries about this consultation please contact the Community Development Team on 01748 829100 or email localplan@richmondshire.gov.uk

Kind Regards

Matthew Usher

Policy Officer

Appendix 2: Publicity of consultation



PRESS RELEASE

HAVE YOUR SAY IN LOCAL PLANNING

Local people, developers and agents are being urged to have their say on the way to be involved in planning in Richmondshire.

The District Council is consulting on its draft Statement of Community Involvement (SCI) 2017 – which is part of its Local Plan.

The SCI explains how the Council will engage with and involve people and organisations in preparing local planning documents and considering planning applications, including the upcoming review of the Local Plan.

The update ensures that the SCI reflects changes in national planning legislation and the latest methods of consultation. It applies only to the part of the district outside of the Yorkshire Dales National Park.

All comments will be carefully considered prior to adoption of the document by the Council.

The consultation documents and details on how to comment are available at: <http://www.richmondshire.gov.uk/planning/local-plan/1042-statement-of-community-involvement> and at the Council's offices in Richmond, Leyburn and Colburn. All comments must be made by September 11 2017.

MORE INFORMATION

Aly Thompson (communications officer) on 01748 901019

August 9, 2017



LOCAL PLANNING:

STATEMENT OF COMMUNITY INVOLVEMENT (2017) CONSULTATION

Comment on how we engage and involve everybody in the local planning process...

[CLICK
HERE](#)

Appendix 3: SCI Consultation Webpage

Was made available at <http://www.richmondshire.gov.uk/planning/local-plan/1042-statement-of-community-involvement>

Local Plan: Draft Statement of Community Involvement 2017 Consultation

The Statement of Community Involvement explains how we will engage with and involve people and organisations in preparing local planning documents and considering planning applications. This will include carrying out the review of the Local Plan, preparing Supplementary Planning Documents and the Community Infrastructure Levy, and working with communities on Neighbourhood Plans. This applies to the part of the District outside of the Yorkshire Dales National Park.

The Council is preparing a new Statement of Community Involvement (SCI) to reflect changes in planning legislation and to ensure the SCI reflects the latest methods of consultation. We are consulting on the Draft SCI to find out your views about it.

The Draft SCI is available for inspection and comment from 25 July 2017 to 11 September 2017. All comments received during the consultation period will be carefully considered by the Council. The SCI will then be finalised, published and adopted by the Council.

The Draft SCI and comment form is available to view and download here:

[Draft Statement of Community Involvement](#)

[Comments Form](#)

It is also available for viewing at the main Council offices at Mercury House, Richmond and Customer contact points in Colburn and Leyburn during opening hours. **Contact Centre Information**

Any changes or additions proposed should be outlined in full along with an explanation of why you consider them to be necessary. Representations received cannot be treated as confidential and will be published on the Council's website and made available for public inspection. We will remove telephone numbers, email addresses and signatures from all copies to prevent identity fraud.

Comments should be made by email to localplan@richmondshire.gov.uk or by post to Planning Policy, Richmondshire District Council, Mercury House, Station Road, Richmond, DL10 4JX. The deadline for representations is 4pm on Monday 11 September 2017. Late representations and representations on issues not relating to the SCI will not be considered.

For more information please contact the Community Development Team on 01748 829100 or email localplan@richmondshire.gov.uk

Appendix 4: Comments Form



Richmondshire District Council Local Plan: Draft Statement of Community Involvement Consultation

Representation Form

Ref:

(For official use only)

Please return responses by 4pm on Monday 11th September 2017. Late comments will not be considered

By e-mail to: localplan@richmondshire.gov.uk or

By post to: Community Development Team, Richmondshire District Council,
Mercury House, Station Rd, Richmond, North Yorkshire, DL10 4JX

Website: <http://www.richmondshire.gov.uk/planning/local-plan/1042-statement-of-community-involvement>

This form has two parts:
Part A – Personal details
Part B – Your representation(s)

Both Part A and Part B of this form must be completed in order for your representation to be valid.

Part A – Personal details

*if an agent is appointed, please fill in your Title, Name and Organisation but the full contact details of the agent must be completed.

	1. Personal details	2. Agent's details (if applicable)*
Title		
First name		
Last name		
Job title (where relevant)		
Organisation (where relevant)		
Address Line 1		
Address Line 2		

Address Line 3		
Address Line 4		
Postcode		
Telephone Number		
Email Address		

Part B - Representation

Please provide your comments in the area below. Any changes or additions proposed should be outlined in full along with an explanation of why you consider them to be necessary.

Where possible, please identify the section, paragraph and page number each comment made relates to. For example: Part 1 Introduction, para 1.4, pg 3

Continue on to a separate sheet if necessary

If you wish to be notified of the adoption of the Statement of Community Involvement and future stages of consultation on the Local Plan, please tick the box:

Representations received cannot be treated as confidential and will be published on the Council's website and made available for public inspection. We will remove telephone numbers, email addresses and signatures from all copies to prevent identity fraud.

Signature:		Date:	
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