

Statement of Community Involvement  
Statement of Consultation  
May 2016



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# 1. BACKGROUND

- 1.1 The Statement of Community Involvement (SCI) seeks to ensure active, meaningful and continued involvement of local communities and stakeholders in planning. The SCI outlines the Council's standards for community involvement in the planning process and identifies ways it will achieve these standards. It sets out how, when and who will be consulted on:
- Planning applications
  - Planning appeals (when planning permission is refused and the applicant appeals to the Secretary of State),
  - Planning enforcement; and
  - Local Plans made by the Council for the future development and / or protection of the area.
- 1.2 Local Planning Authorities are required to produce a SCI under Part 2 (section 18) of the Planning and Compulsory Purchase Act 2004 (as amended).
- 1.3 Due to a number of changes to planning legislation and policy since the last SCI was adopted in December 2011, the Council has deemed it necessary to re-evaluate how it consults with the community and key stakeholders in light of these. Recent changes in legislation include the publication of the National Planning Policy Framework (NPPF) and the enactment of new legislation and changes to legislation through the Localism Act 2011, Neighbourhood Planning (General) Regulations 2012, the Town and Country Planning (General Permitted Development) (England) Order 2015, and the Town and Country Planning (Development Management Procedure) (England) Order 2015.
- 1.4 The Council has also updated its own policies on consultation and engagement through the Consultation and Engagement Policy 2014. The updated SCI takes account of these changes and requirements where relevant. It also provides the opportunity for the Council to improve its consultation approaches in order to reflect 'best practice' and how it can learn from experience gained through previous consultation work.

## Targeted Consultation

- 1.5 The 'Statement of Community Involvement Draft Second Revision' document was subject to a targeted consultation between 1<sup>st</sup> October 2015 and 12<sup>th</sup> November 2015.
- 1.6 The Council wrote to all consultees registered on its Local Plan consultation database which includes statutory consultees and residents, together with anyone that had submitted a representation on a planning application within the previous six months, notifying them of a six week consultation and seeking their views and input on its content.
- 1.7 When responding to the consultation, answers to the following specific questions were sought:
- A. How did you find out about this consultation?
  - B. How would you prefer to be consulted in the future?

## Chapter 2: Want to know more about planning?

1. Is this section helpful and should any further sources of information be included?

### Chapter 3: Consultation on Planning Applications

2. Do you support the Council's approach to pre-application advice and discussions?
3. Does this section clearly explain how you can comment on a planning application?
4. Do you support the methods detailed for advertising planning applications?
5. Do you agree with the way the Council intends to notify you about a planning decision?
6. Do you agree with the way the Council intends to notify you about a planning appeal?

### Chapter 4: Public Involvement in Planning Enforcement

7. Does this section clearly explain the planning enforcement process and how complainants will be kept informed?

### Chapter 5: How the Council will consult on the Local Plan

8. Do you think consultation procedures will enable you to find out about consultation on the Local Plan, and other planning documents, and enable you to make your comments known?
9. Do you agree with the approach the Council will take to dealing with comments received on the Local Plan, and other planning documents?

### Appendix B: A selection of consultation methods

10. Would these consultation methods allow you to find out about, and get involved in planning consultations? Which methods would work best for you?

## **Public Engagement**

1.8 The following methods of communication and engagement were carried out:

- A ¼ page article was included within the Autumn Borough Diary 2015 publication which is distributed to 78,000 homes and public venues within the Borough
- Posters, leaflets and comments forms made available in the Basildon Centre and in 5 of the Borough main libraries (Basildon, Billericay, Wickford, Laindon and Pitsea) (See Figure 1 and Figure 2)
- Bowers Gifford and North Benfleet Parish Councils placed corresponding articles on its website linking to the SCI consultation
- Banner on the Borough Council's website homepage (See Figure 3)
- Advert on the back of Borough buses for 1 month (starting 8<sup>th</sup> October 2015)
- Press release picked up by the local newspapers, and
- Officer presentation of the SCI at the Community and Diversity Council meeting held on 14 October 2015.

Figure 1 – Large Poster

Basildon is planning  
**for the future**

.....

**How can you get involved?**

Let us know how you would like to get involved in major planning proposals and in decisions on where new homes, jobs and facilities should be.

Visit [www.basildon.gov.uk/planningconsultation](http://www.basildon.gov.uk/planningconsultation) to find out more and have your say.

**1 October – 12 November 2015**

**Basildon Council**  
BASILDON • BELLERCAVAY • WICKFORD

*Creating Opportunity*

Figure 2 – Leaflet

Basildon is planning  
**for the future**

.....

**How can you get involved?**

Let us know how you would like to get involved in major planning proposals and in decisions on where new homes, jobs and facilities should be.

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**1 October – 12 November 2015**

Basildon Council is consulting on a document called the 'Statement of Community Involvement'.

Every local planning authority in England is legally required to prepare and keep up to date a 'Statement of Community Involvement', which sets out how it intends to involve and consult the public, businesses and special interest groups in determining planning applications, preparing local plans, and enforcing planning rules.

Basildon seeks to ensure the active and continued involvement of local communities and stakeholders in planning, setting standards in the planning process and identifying ways these can be achieved.

The consultation will run for six weeks from **1 October to 12 November 2015**. Responses may be submitted online at [www.basildon.gov.uk/planningconsultation](http://www.basildon.gov.uk/planningconsultation), by email to: [planningpolicy@basildon.gov.uk](mailto:planningpolicy@basildon.gov.uk) or in writing to: Planning Policy, Basildon Council, St Martins Square, Basildon, SS14 1DL.

Information about the Statement of Community Involvement can be found online at: [www.basildon.gov.uk/planningconsultation](http://www.basildon.gov.uk/planningconsultation).

Copies can also be found in local libraries.

**Basildon Council**  
BASILDON • BELLERCAVAY • WICKFORD

*Creating Opportunity*

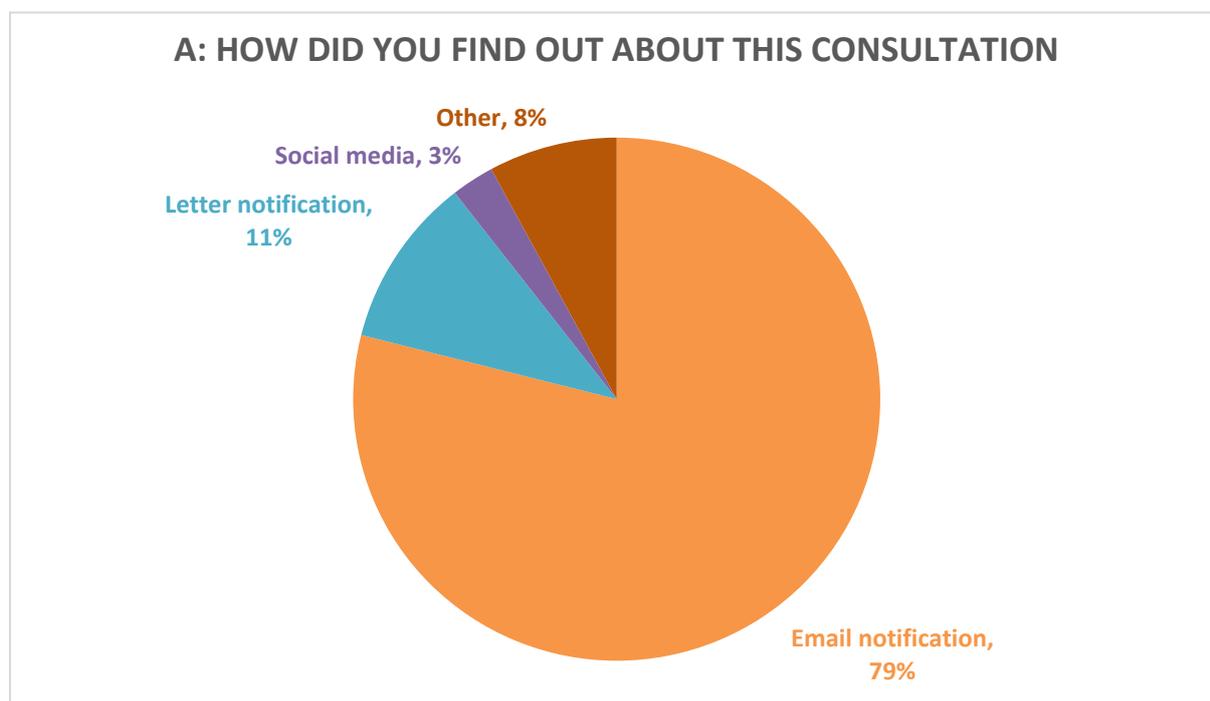
**Figure 3 – Website banner**



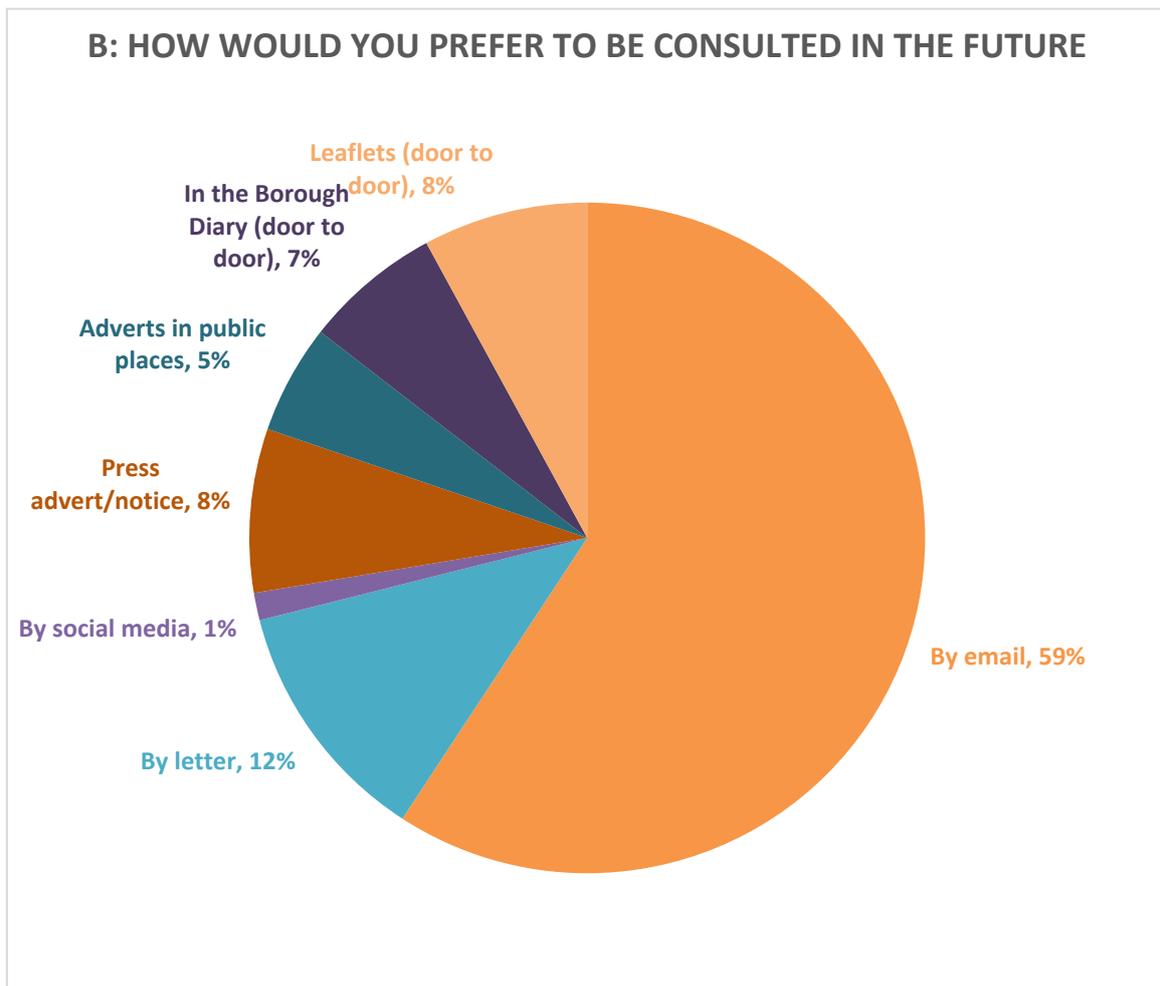
## Response

- 1.9 A total of 345 comments were received from 69 consultees. The comments received are set out in the 'Consultation Response Summary' table in Appendix A.
- 1.10 The responses for A: How did you find out about this consultation? And B: How would you prefer to be consulted in the future? Are shown in the chart below. (Figure 4 and Figure 5 respectively).

**Figure 4: How did you find out about this consultation**



**Figure 5: How would you prefer to be consulted in the future**



### **Next Steps**

- 1.11 Comments received and appropriate amendments will be made accordingly as detailed in the 'Consultation Response Summary' table in Appendix A. The finalised Statement of Community Involvement Second Revision 2016 will be considered by Cabinet and Council for approval in Summer 2016.

## Appendix A - Consultation Responses Summary Table

### Question 1. Chapter 2: Want to know more about planning? Is this section helpful and should any further sources of information be included?

Please note: Reference to paragraphs in the 'Comment Received' column may not correspond fully with the 'Response and Action to be taken' column as changes have been made to the Statement of Community Involvement which have resulted in different paragraph numbering, the correct current reference will be detailed in the final column 'Response and Action to be taken'.

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/12 SCI2015/45 SCI2015/116 SCI2015/162 SCI2015/170 SCI2015/179 SCI2015/190 SCI2015/288  SCI2015/297 SCI2015/321 SCI2015/311 SCI2015/140	Mr Alan Pooley Mr Philip Davenport Mr Matthew Staines Mr Peter Bailey Mr Peter Bailey Mr John Rushton Mr Michael Beiley Mr and Mrs Patrick and Jennifer Holloran  Ms Lorraine Collins Mrs Tina Burton Mr Barrie Stone Mr Bernard Foster		'Chapter 2: Want to know more about planning?' Yes this section is helpful.	Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning' and will include the additional suggestions where appropriate. This will allow the Council to update any information as and when required. The SCI will now signpost customers to this document instead.
SCI2015/331	Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/66	Miss Liane Swainland		<p>I am a member of a general consultation Body. We were originally Love Laindon a community action group whose work was focussed in and around Laindon Shopping Centre.</p> <p>Since Swan housing have taken over the management of the centre we have merged with other action groups and interested persons to form Laindon Community Hub.</p> <p>At present we have monthly meetings in one of the empty units at the shopping centre. We have elected members to form a management committee which includes a chair, minute taker and treasurer.</p> <p>The plan at present is to convert, renovate one of the bigger double units into a community hub with café area and public consultation area. We hope that from this unit we will be able to run small workshops or have pop up facilities allowing ideas to be generated and obtain further the views of the local people regarding the future of the shopping centre and Basildon as a whole.</p> <p>The community hub would coincide with 1.1 of the community involvement introduction. Love Laindon was advertised through word of mouth, on BBC Radio Essex, within local college and higher education facilities, with local businesses and tradesman and the local churches. The community hub has already been discussed in local resident's association meetings, with a larger mental health charity Rethink and MP John Baron.</p>	Noted. No action required.

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>1, 7 reviewing the SCI states 'best practice' and demonstrate the experience gained through previous consultation work.</p> <p>I moved to Basildon 5 years ago from the North Essex town Braintree where I experienced first hand a successful regeneration project where investment was distributed into parks and leisure facilities, schools, inclusive of a sixth form facility and the establishment of Braintree Freeport.</p> <p>As a working class citizen of Basildon the need for jobs is undeniable as is the need for leisure facilities and community accessible health care services.</p> <p>To fully exhaust the public consultation process is a process that needs to happen. The community hub in Laindon Shopping Centre will fully aid 1.9 Duty of Best Value.</p>	
SCI2015/126	Mr Stuart Dickson		<p>Much of this information is available on the website and is not needed here. Section 1.10 states that the Council should involve local voluntary and community organisations. It does not state what these are or who these organisations can ask to be included.</p> <p>Overall the information is useful but not necessary here.</p>	<p>Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. The SCI will now signpost customers to this document instead.</p> <p>It is not possible to produce a comprehensive list of local voluntary and community organisations as the list would be exhaustive and subject to constant changing.</p> <p>If a local voluntary or community organisation wishes to register its interest for planning policy public consultations then they can register on the Council's Local Plan Consultation Portal:  <a href="http://basildon-consult.limehouse.co.uk/portal/">http://basildon-consult.limehouse.co.uk/portal/</a></p> <p>Consultations relating to planning applications are dealt with on a case by case basis, including statutory consultees which would be consulted as required.</p>
SCI2015/200	Mr Norman Lamb		<p>Para 1.1 - The text fails to identify whose lives are to benefit from the positive contribution of the planning system. Local Plans should be about the prosperity and quality of life for LOCAL PEOPLE. Make this explicit please.</p> <p>General: there is a significant omission from the information provided to residents during the Local Planning process. If an impact assessment could be provided it would focus consultees' minds on the issues they face. Current arrangements omit such a statement making it difficult to assess impact, eg on infrastructure, and impossible to evaluate the quality, success (or otherwise) of the decisions made.</p>	<p>Noted. Paragraph 1.1 refers to the planning system as a whole promoting and delivering sustainable communities. This is national policy that applies to everybody with an interest in planning in a particular area regardless of their origin.</p> <p>Local plans and other planning documents are required by the NPPF to be evidence based. This evidence base, along with statutory assessments including as a minimum a Strategic Environmental Assessment and a Service Impact Assessment, will be made available alongside any consultation document for all stakeholders to consider when determining the implications of the Local Plan for them, and any consultation response they may wish to make. The SCI has been updated to make this clearer.</p> <p>Noted. This section has been removed from the SCI and will be</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>Section 2 - Special Interest Bodies –</p> <p>Add CPRE (use CPREssex as your contact point)</p> <p>Add South East Essex Action Groups Alliance (SEEAGA) – this non-political alliance brings together experienced local people who are regularly engaged in the planning process: its composition enables it to develop a broader view of the consequences of planning policies &amp; decisions in SE Essex that will impact on planning for Basildon. See <a href="http://www.seeaga.uk">www.seeaga.uk</a></p>	available to view on the Council's website as a separate document titled 'Looking for help on Planning'. The SCI will now signpost customers to this document instead. CPREssex and SEEAGA have been included under the Special Interest Bodies/Charitable Organisations section.
SCI2015/204 SCI2015/212	Mr Danny Lovey		Basildon Natural History, Living landscapes	Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. The SCI will now signpost customers to this document instead. Essex Wildlife Trust and Basildon Natural History have been included under the Special Interest Bodies/Charitable Organisation section.
SCI2015/222	Dr John L Victory		<p>ADVISORY BODIES:</p> <p>No mention in the list of bodies provided is made to the Essex Local Access Forum, which is a statutory body appointed to advise authorities on strategic matters relating to Public Rights of Way. (CROW Act 2000).</p> <p>Contact can be made via the Forum secretariat: secretary@essexlaf.org.uk</p> <p>This body should be consulted where changes to existing PROWs are proposed such as new provisions, linkages, improvements, diversions, extinguishments and higher rights changes. This is implied in the SCI:</p> <p>Par. 3.52: The Council is required, under the Duty to Cooperate(13), to consult adjoining authorities and prescribed bodies on the preparation of Local Plan documents and other activities relating to the sustainable development and use of land, in particular in connection with strategic matters, defined as matters affecting more than one planning area.</p>	<p>Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. The SCI will now signpost customers to this document instead. Essex Local Access Forum has been included under the Advisory Bodies section.</p> <p>Information regarding statutory consultees for planning applications is available in the following piece of legislation: <i>The Town and Country Planning (Development Management Procedure) (England) Order 2015</i> and reference to this legislation is now detailed within the SCI.</p>
SCI2015/236	Billericay Action Group (Mr Alasdair Daw)		Useful background that could be made available online rather than in this document. Maybe it is?	Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. The SCI will now signpost customers to this document instead.
SCI2015/247	Mr Michael Andrews		<p>Section 2. Suggest add Council for the Protection of Rural England and delete Friends of the Earth.</p> <p>Question 1 – subject to the issues identified this section is generally helpful.</p>	Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. Campaign to Protect Rural Essex has been added to the Charitable Organisation section. The SCI will now signpost customers to this document instead.
SCI2015/259	Historic England (Mr Tom Gilbert-Woodridge)		With regards to planning applications, the link in paragraph 3.50 does not appear to take you a list of statutory consultees on the council's website and when they should be consulted. Historic England is a statutory consultee and it would be helpful to provide greater clarity on your website.	Noted. The SCI no longer links to a list of statutory consultees. Information regarding statutory consultees for planning applications is available in the following piece of legislation: <i>The Town and Country Planning (Development Management Procedure) (England)</i>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>We would like to draw attention to our charter for advisory services which can be found online at <a href="http://www.historicengland.org.uk/services-skills/our-planning-services/charter/">www.historicengland.org.uk/services-skills/our-planning-services/charter/</a> and sets out when Historic England should be consulted.</p> <p>We would also like to draw attention to our new Enhanced Advisory Service, which amends the way in which we now provide pre-application advice: <a href="http://www.historicengland.org.uk/services-skills/our-planning-services/enhanced-advisory-services/">http://www.historicengland.org.uk/services-skills/our-planning-services/enhanced-advisory-services/</a></p>	<p><i>Order 2015</i>) and this legislation is now detailed within the SCI instead.</p> <p>Noted. No action required.</p>
SCI2015/268	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Section 2</p> <p>Para 2 – Section 11 seems to be missing.</p> <p>Para 2 – CAB receive so many calls for advice that they miss a lot of telephone calls.</p> <p>Para 2 – Section 14. There are very many other bodies that could be added here e.g. CPRE, Woodland Trust.</p> <p>Para 2 – Section 15. We tried contacting EWT when we led the fight against Nottingham Council building on our green belt but EWT said that they were too busy fighting Basildon Council's plans to build on Dry Street to get involved in other campaigns.</p>	<p>Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. Woodland Trust and CPREssex have been added to the Charitable Organisations section. The SCI will now signpost customers to this document instead.</p>
SCI2015/276	Mr Roland Lazarus		<p>It is helpful but too long and not accurate, clear or helpful enough. More sources are needed or a simple reference to where they may be found such as is given a 3.50. Local organisations are more important to point to as they are more likely to be previously unknown.</p> <p>Advisory Bodies list is incomplete. Either add new Advisory Bodies in Section 2 as below or simply refer to where the list can be found:-</p> <p>9 The Health &amp; Safety Executive advisory services, pre-application advice, contact details.</p> <p>Planning Advice Team, Health and Safety Laboratory, Harpur Hill, Buxton Derbyshire SK17 9JN Tel: 01298 218159 Email: <a href="mailto:lupenquiries@hsl.gsi.gov.uk">lupenquiries@hsl.gsi.gov.uk</a></p> <p>10 The Highways Agency advisory services, pre-application advice contact details.</p> <p><a href="mailto:planningEE@highwaysengland.co.uk">planningEE@highwaysengland.co.uk</a> and Essex Highways Essex County Council, County Hall, Market Road, Chelmsford CM1 1QH Tel: 03456 037 631</p> <p>11 Forestry Commission regarding regulation and advice to woodland owners please contact the appropriate Woodland Officer for your area or the East and East Midlands. East &amp; East Midlands Area Tel. 0300 067 4567 <a href="mailto:adminhub.santondownham@forestry.gsi.gov.uk">mailto:adminhub.santondownham@forestry.gsi.gov.uk</a></p>	<p>Noted. This section has been removed from the SCI and will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. The organisations you have suggested have been added to the relevant sections. The SCI will now signpost customers to this document instead.</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>For general enquiries about regulations: Forestry Commission, Santon Downham, Brandon, Suffolk IP27 0TJ</p> <p>Renumber old numbers 9 on as 12 on.</p> <p>Either add to the list of Special Interest Bodies and Charitable Organisations “at least as follows” and say it is not an exhaustive list or simply refer to where the list can be found:-</p> <p>Add “CPRE, CPR Essex, Woodland Trust, Bat Conservation Trust, Badger Trust, RSPB, Billericay Society, Basildon Green Action Group, Wickford Action Group, Billericay Action Group.”</p>	

**Question 2. Chapter 3: Consultation on Planning Applications. Pre-application Advice, Do you support the Council's approach to pre-application advice and discussions?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/38 SCI2015/107 SCI2015/113 SCI2015/163 SCI2015/191 SCI2015/289  SCI2015/312 SCI2015/322 SCI2015/46 SCI2015/180 SCI2015/206	Mr Darren Wingrave Mr Stephen Betts Mrs Iren Collins Mr Peter Bailey Mr Michael Beiley Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone Mrs Tina Burton Mr Philip Davenport Mr John Rushton Mr Danny Lovey		Yes the Council's approach to pre-application advice and discussions is supported.	Noted. No action required.
SCI2015/172 SCI2015/332	Mr Peter Bailey Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/66	Miss Liane Swainland		<p>3.1 indicate that any planning ideas or applications are cleared by one person the planning officer.</p> <p>This I don't agree with, in the case of Basildon Regeneration.</p> <p>There should be a management committee such as the planning office management committee or an environmental welfare court which should be a diverse board of people who all have regards for the working classes, unemployed, graduates and school leavers within a society.</p> <p>3.7 A holistic approach is always advisable with large projects. The ability to cater not just for the present but the future generations of a society is a valuable quality as all people have the ability within them to better themselves as long as the environment there placed in enables them with the tools to do so. The public consultation process is a huge part of development management and ensuring agents engage positively and can demonstrate a full holistic understanding of the site constraints inclusive of local people within an area. Laindon shopping centre has been neglected for ten years. In those ten years many people have changed, they now have children of their own and need local jobs. It appears to be very tiring for the people of Laindon who are consistently promised change via prosperity and employment opportunities and then denied it as the task to regenerate the shopping centre and area surrounding is indeed larger than first perceived.</p>	<p>Noted. This is a matter of governance arrangements permitted by the Council's Constitution which is not covered by the SCI.</p> <p>Noted. No action required.</p>
SCI2015/15	Mr Alan Pooley		Whilst I generally support the Council's approach, I am a little concerned that the "[Council] ... needs to prioritise advice around available resources, reasonably focusing on what meets the Council's objectives for the Borough"... (section 3.7) could be affected by Party Political consideration rather than being neutral in this regard. Also, large organisations with	The Council has chosen to offer a pre-application advice service, which is a discretionary service, not a statutory requirement. The Council resolved to implement a system of charging for providing pre-application planning advice as it felt that it was unreasonable for all local residents to continue to fund this service. These costs will

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			adequate financial resources may be better placed than individuals to pay for services or to influence the Council.	<p>now be met by the developer/applicant. Local authorities have been allowed to implement these changes by virtue of the provisions contained in the Local Government Act 2003. The Pre-application Advice charges are scaled for different sized developments and are not negotiable based on the applicant.</p> <p>Any advice given by the Council in relation to pre-application enquiries will be based on the case officer's professional judgement and will not constitute a formal response or decision of the Council with regard to any future planning applications. Any views or opinions expressed will be given without prejudice to the consideration by the Council of any formal planning application, which will be subject to wider consultation and publicity. Although the case officer may indicate the likely outcome of a formal planning application, no guarantees can, or will be given, about the decision that will be made on any such application.</p>
SCI2015/31	Dr Philip Gibbs		The council needs to increase the number of new homes and can receive a New Homes Bonus when this is achieved. I think the council should therefore provide some free pre-application advice to individual property owners who are considering increasing the number of homes e.g. by dividing a large house or building a new house on adjoining land. I have myself considered creating an independent flat in part of my home but am put off by the fees for pre-application advice and outline planning permission. I am not certain for example whether parking requirements would rule out this possibility. I don't want to have to waste money just to have a provisional answer to such questions.	The Council has chosen to offer a pre-application advice service, which is a discretionary service, not a statutory requirement. The Council resolved to implement a system of charging for providing pre-application planning advice as it felt that it was unreasonable for all local residents to continue to fund this service. These costs will now be met by the developer/applicant. Local authorities have been allowed to implement these changes by virtue of the provisions contained in the Local Government Act 2003. The Pre-application Advice charges are scaled for different sized developments and are not negotiable based on the applicant.
SCI2015/86	Mr Mike Paterson		Yes, but there could be more help offered to householders before completing an application.	Noted. The Council's website provides information about Planning and the Government's Planning Portal offers detailed guidance and tools providing interactive advice for householders: <a href="http://www.planningportal.gov.uk">www.planningportal.gov.uk</a> . The Council also offer advice on how to make a planning application in person at the Basildon Centre, via email and over the phone as detailed in the SCI.
SCI2015/117	Mr Matthew Staines		I do support the approach outlined above. Although the approach is reliant on planning advisors being knowledgeable, helpful and informative which has not been the case in my experience.	Noted. No action required.
SCI2015/126	Mr Stuart Dickson		<p>Again, this is all about how to get advice on Planning and nothing to do with Consultation. All good to know if you want to build something, but adds nothing to Consultation.</p> <p>I support the approach, but struggle to see significance in this document. If I want to know about all of that, I would go to the Planning Section of your website and not a consultation document.</p>	Noted. The SCI is not just about how consultations will operate, rather how people can engage in different parts of the planning system in the Borough depending on their interest. No action required.

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/141 /146	Mr Bernard Foster		It is to the council's credit that it endeavours to provide basic information to any resident who thinks they may need to make a planning application. There is however one problem that continues to arise which creates the perception of bias or excessive collusion inevitably resulting in a distrust of the whole system. That is when medium to large developments are discussed over a long period of time in a series of meetings, which are consistently denied. One can understand there could be good reasons for the developers in the initial stages wanting secrecy but feel less so about the protracted secrecy. Invariable when questions are put to counsellors they deny any knowledge, which may or may not be true. Residents when presented with the facts that such meetings have been taking place over such a long period, but are still kept in complete ignorance as to the nature of these discussions, are surely free to come to their own conclusions. It is obvious that such meetings are of great value to both the developers and the council and that if the council were to start disclosing details off their own back such meeting would not happen let alone the legal problems. It would however benefit the credibility of the whole system, planners and councillors if an agreement could be reached with developers to make some form of contact or statement at the earliest possible juncture and before it is forced out by a freedom of information order.	<p>Noted. The Council has chosen to offer a pre-application advice service, which is a discretionary service, not a statutory requirement. Pre-application advice is provided to customers wishing to seek the opinion of a professional Planning Officer on the merits of a development, ahead of submitting a planning application to the Local Planning Authority.</p> <p>Consultation with the wider community, stakeholders and residents prior to submission of an application is encouraged by national policy, however the onus is on the prospective applicant or their agent to undertake this. If the LPA were to take on this role as well, it risks raising expectations that development is to take place or is being promoted by the Council, when this might not necessarily be the case.</p>
SCI2015/155	Billericay Town Council Miss Deborah Tonkiss		P3.8 should make clear that advice from Officers may not be supported by Elected Members - refer to P3.54 etc	Any advice given by the Council in relation to pre-application enquiries will be based on the case officer's professional judgement and will not constitute a formal response or decision of the Council with regard to any future planning applications. Any views or opinions expressed will be given without prejudice to the consideration by the Council of any formal planning application, which will be subject to wider consultation and publicity. Although the case officer may indicate the likely outcome of a formal planning application, no guarantees can, or will be given about the decision that will be made on any such application.
SCI2015/201	Mr Norman Lamb		<p>Para 3.1 – A register of Pre-application contacts by council officials and by Councillors should be maintained. The relevant entries should be made publicly available when a formal application is received.</p> <p>3.10 – while Council representatives may attend pre-application consultations hosted by potential applicants, at no time should these representatives indicate whether a proposal will succeed.</p>	<p>When a formal planning application is received the applicant is requested to complete the application form in full which requests disclosure of whether any pre-application advice was sought. The content of the pre-application advice can be requested under the Freedom of Information Act if it is not deemed as confidential. The SCI has been updated to clarify this.</p> <p>Any advice given by the Council in relation to pre-application enquiries will be based on the case officer's professional judgement and will not constitute a formal response or decision of the Council with regard to any future planning applications. Any views or opinions expressed will be given without prejudice to the consideration by the Council of any formal planning application, which will be subject to wider consultation and publicity. Although the case officer may indicate the likely outcome of a formal planning application, no guarantees can, or will be given about the decision that will be made on any such application.</p>

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SCI2015/237	Billericay Action Group (Mr Alasdair Daw)		<p>3.1 Pre-application advice in respect of the applications other than householder proposals is provided to customers wishing to seek the opinion of a Planning Officer on the merits of a development, ahead of submitting a planning application. Pre-application discussions for major applications are encouraged as an important part of the planning process that can assist the positive outcome of an application and ensure the necessary supporting information is submitted to aid its consideration. Comment: A useful service that is to be encouraged.</p> <p>3.3 Those looking to make applications for householder development (such as porches, extensions, outbuildings, etc) are encouraged to 'self-serve' by: Visiting the Council's website: <a href="http://www.basildon.gov.uk/planning">www.basildon.gov.uk/planning</a> which contains information on how to apply for planning permission Reviewing the Planning Policies and Development Control Guidelines, that sets out the considerations applied when an application is assessed by the Council Visiting the Planning Portal: <a href="http://www.planningportal.gov.uk">www.planningportal.gov.uk</a>, where easy to use tools such as the "Interactive House" and "Interactive Terrace" provide guidance on how to approach common householder projects, what the responsibilities of householders are in terms of Planning and Building Control and how to go about applying for planning permission, if it is required. Comment : How useful is this? Does it work.</p> <p>3.4 Alternatively, householders could seek the independent advice of a Planning Agent or Planning Consultant. Many are listed in the local press, on the Internet or The Royal Town Planning Institute (RTPI) have an online directory: <a href="http://www.rtpiconsultants.co.uk">www.rtpiconsultants.co.uk</a> . Comment : Who knew?</p> <p>3.5 The RTPI's registered charity "Planning Aid" offers services to people who cannot afford to pay professional fees. Fifteen minutes of free advice is offered to anybody who contacts them and further help is provided subject to meeting eligibility criteria. See the previous chapter "Want to know more about planning?" for the contact details. Comment : Good to know but is it worth it. What has this got to do with Consultation?</p> <p>Section 3.6 - 3.9 Comment : This is a "how to use the Planning Service" not to do with Community Involvement.</p> <p>Do you support the Council's approach to pre-application advice and discussions? Comment: Yes but that is about advice not Consultation</p>	Noted. The SCI is not just about how consultations will operate, rather how people can engage in different parts of the planning system in the Borough depending on their interest. No action required.
SCI2015/248	Mr Michael Andrews		<p>Add new paragraph 3.2, as follows, and renumber rest of this section. New 3.2 The Council will not offer pre-application advice to proposals which involve development of land which is currently categorised as Green Belt.</p> <p>3.7 and 3.10 These sections needs to be strengthened to ensure the onus is on developers to provide useful information as early as possible. The recent example of Barratt's and the Southend Road, Billericay, 'Drop-in Consultation' provided no new information to residents and gave no answers to resident's vital questions. What interaction was provided reinforced resident's beliefs that the developer was determined to ignore residents concerns where they might affect their plans.</p> <p>Add a new sentence to each paragraph as follows; Where resident's feedback from consultations of any form suggest the developer has not set out to genuinely and actively engage with the existing community on</p>	<p>Pre-application advice can be offered on any piece of land regardless of its designation. Planning policies which would relate to the application site are discussed as part of the pre-application advice given.</p> <p>Developers are not required by law to consult with the public, it is however encouraged by the Government as useful to the planning application process. The Local Planning Authority has a statutory duty to consult the relevant parties when a planning application is received.</p> <p>The decision for a developer to consult prior to making an application does not necessarily affect the planning merits of a proposal, but may have helped them inform their proposal. Whilst</p>

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			<p>issues of concern this shall be recorded and made available to those deciding on any subsequent planning application.</p> <p>Question 2 – this section needs to be strengthened to make clear the Council does not support any development on Green Belt and that developers need to treat consultation with existing residents as more than a Public Relations exercise.</p>	<p>mentioned above that it is encouraged, it is not a legal requirement.</p> <p>Not all development on Green Belt is unacceptable. As set out in the National Planning Policy Framework, there are some types of development that are permissible in the Green Belt. All planning applications and requests for pre-application advice are dealt with on a case by case basis and advice is given following review of relevant national policy and local planning policy.</p>
SCI2015/269	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Section 3</p> <p>This section offers advice to people making planning applications. Does it also offer advice to those wishing to fight a planning application e.g. on what grounds planning applications can be fought?</p> <p>Does the council limit the time it gives to providing advice to developers wishing to build on green belt? Should it limit the time given to liaising with planners wishing to build on green belt bearing in mind that council officers are paid by the ratepayers who will fight those same developers?</p> <p>This section does not provide any consultation guidelines e.g. how far and wide a consultation should be carried out. Presumably the consultation will depend on the size of the development e.g. a planning application for an extension might only involve comments being sought from few neighbours but a larger development might involve all those who live within ¼ mile and, if a development is on a minor road all those who use the road. In the latter case a sign on the road indicating to road users that a planning application is being considered might be worthwhile. How does the council check that residents have received and understood the consultation document. For example, we have not yet found one person who says that they received a consultation document regarding the planning application for dwellings on the Bull, London Road, Bowers Gifford. However, some people living an equal distance from the Gun received a consultation letter and replied. We suggest that some checks are carried out to ensure that consultation letters have been received.</p> <p>There are many ways in which a wider consultation can be carried out e.g. Residents Association newsletters. Our own Residents Association sends out monthly email newsletters and paper newsletters 9 months of the year. Pitsea Mount Residents Association also provides monthly newsletters. A note to other groups e.g. Probus, U3A etc. to make their groups aware and advising their members where to find the consultation documents could be useful. Reliance should not be placed wholly on Parish Councils – our own parish council now only distributes 2 or 3 newsletters a year.</p> <p>Para 3.5 – does not specify how to contact the RTPI's registered charity</p>	<p>The SCI details how to comment on a planning application and gives an overview of what comments would be acceptable under 'Chapter 2 - Planning Applications'. There are many Charitable Organisations and Special Interest bodies which can provide further assistance and these will be detailed on the Council's website in a separate document titled 'Looking for help on Planning', which will now be signposted in the SCI.</p> <p>Not all development on Green Belt is unacceptable. . As set out in the National Planning Policy Framework, there are some types of development that are permissible in the Green Belt. All planning applications and request for pre-application advice are dealt with on a case by case basis and advice is given following review of relevant national policy and local planning policy.</p> <p>'Chapter 2 - How we will advertise an application' details the consultation guidelines that the Council will follow to advertise a planning application based on its type.</p> <p>It is not possible to check that all consultation correspondence is received and understood by those to whom we write to. The Council does not have the resources for such an undertaking within the statutory time limits. However, contact details for the Council are given on all site notices and written correspondence that the Council issues, and officers are available to help with any enquiries relating to planning application proposals if they are made.</p> <p>A weekly list is available on the Council's website which details all new planning applications received. It is possible to use this function to search for applications within a certain area. The Council does not have the resources to liaise with all Resident's Associations in relation to new planning applications and the information is readily available to them from the Council website. It is however a statutory requirement to notify Parish Councils who represent wider community areas where they have requested the LPA to do so and the Council will continue to do this for relevant applications. The contact details for the Planning Aid – the RTPI's advice service</p>

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			for 15 minutes free advice.	- will be available to view on the Council's website as a separate document titled 'Looking for help on Planning'. This document will now be signposted in the SCI instead.
SCI2015/277	Mr Roland Lazarus		<p>No.</p> <p>Add to 3.1 or add new paragraph "For open Green Belt land the advice will normally be not to proceed with any plans for development."</p> <p>Add to 3.7 or add new paragraph. "Unless there are very strong and very exceptional circumstances in favour, the presumption will have to be against development on Green Belt land."</p> <p>In 3.10 replace comma after Government with "and Basildon Borough Council." Delete all from there on and replace with "It is the sole responsibility of the prospective applicant or their agent to undertake any pre-application consultation."</p>	<p>Noted. Not all development on Green Belt is unacceptable. As set out in the National Planning Policy Framework, there are some types of development that are permissible in the Green Belt. All planning applications and requests for pre-application advice are dealt with on a case by case basis and advice is given following review of relevant national policy and local planning policy.</p> <p>Developers are not required to consult with the public by law, it is however encouraged by the Government as useful to the planning application process. The Local Planning Authority has a statutory duty to consult the relevant parties when a planning application is received.</p> <p>The decision for a developer to consult prior to making an application does not necessarily affect the planning merits of a proposal, but may have helped them inform their proposal. Whilst mentioned above that it is encouraged, it is not a legal requirement.</p>
SCI2015/300	Ms Lorraine Collins		Yes except that at 3.17 the Council indicates no interest in taking moral objections into the decision. I can think of circumstances where moral considerations should affect approval i.e. near housing, schools etc.	Noted. Moral objections cannot be taken into account when determining planning applications; in accordance with the law, only the Development Plan and material planning matters can be considered.
SCI2015/341	Billericay Design Statement Association		Para 3.8 should make clear that pre-application advice does not mean that any application will be granted.	Noted. This paragraph has been amended accordingly.

**Question 3. Chapter 3: Consultation on Planning Applications. Does this section clearly explain how you can comment on a planning application?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/16 SCI2015/39 SCI2015/87 SCI2015/108 SCI2015/118 SCI2015/164 SCI2015/171 SCI2015/192 SCI2015/216 SCI2015/290  SCI2015/301 SCI2015/313 SCI2015/47	Mr Alan Pooley Mr Darren Wingrave Mr Mike Paterson Mr Stephen Betts Mr Matthew Staines Mr Peter Bailey Mr Peter Bailey Mr Michael Beiley Mr Danny Lovey Mr and Mrs Patrick and Jennifer Holloran Ms Lorraine Collins Mr Barrie Stone Mr Philip Davenport		'Chapter 3: Consultation on Planning Applications' Yes this section clearly explains how to comment on a planning application.	Noted. No action required.
SCI2015/333	Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/67	Miss Liane Swainland		3.16 explain how the council can only take note of comments relating to relevant planning issues.  3.18 explains clearly how to make a comment but the councillors and planning officers must be compassionate and treat humanely local people's feelings and emotions surrounding the points made regarding their local area. In 3.17 for a person to grow up surrounded by deprivation, poverty, dictatorship and lack of employment may well lead that person to be more inclined to mock any positive actions suggested for a perceived easier route which in turn would lead the person to an easier life living off and being supported by the social security, benefit system.	This section of the SCI has been extended to provide further clarification on the matter (Chapter 2 - Planning Applications).  Planning decisions must take into account the Council's adopted planning policy documents, Government planning policy or advice as well as any comments made. However, the Council can only take into account comments that are material planning considerations.
SCI2015/128	Mr Stuart Dickson		Partly. There is nothing here on objections by Town Councils and representative Groups. If Billericay Town Council have exactly the same rights as individuals and are treated as an individual, then they are wasting a lot of time discussing Planning. We need a clear steer on how different Groups are treated in the process...or a statement that all are equally.  It would have been more informative if there was more information on grounds for objection with context. For example how could someone know if a planned extension was too high, out of scale, etc. Without this knowledge complaints can be brushed off as uninformed or just opinion. If people have guidance on what can and cannot be built, they can look more closely and comment in an informed way. This will help in the situation in 3.21 which appears to give planning officers powers to dismiss complaints very easily.	All comments received are considered equally whether from a group of an individual. Paragraph 2.22 provides further clarification on how comments are considered.  This section of the SCI has been extended to provide further clarification on what constitutes a material planning consideration (Chapter 2 - Planning Applications). Alternatively help on planning matters can be sought from external organisations whose details will be in the 'Looking for help with Planning' document on the Council's website, signposted in the SCI.
SCI2015/142	Mr Bernard Foster		Yes, could include a reminder to be aware of time constraints especially	This is detailed in paragraph 2.14.

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/145			end dates for replies.	
SCI2015/181	Mr John Rushton		It seems fairly clear, although there isn't a list of relevant grounds for objection.	Please see Chapter 2 - Planning Applications, where a list of example material considerations are detailed.
SCI2015/203	Mr Norman Lamb		<p>3.16 – much of the wording of this section relies on unquantifiable impact and subjective opinion, EG unacceptable, potential, fear, appearance. This leads to developers 'pushing the boundaries' which causes conflict and costly procedures. It would be helpful to residents and applicants if the Council could assemble and maintain a publicly available record of what has been deemed acceptable or unacceptable.</p> <p>3.17 – Given that the proximity of a major development site to existing properties has a significant impact on their market value and quality of life that lasts for several years, the exclusion of this impact from the valid reasons for objecting is a driving force behind residents' concerns &amp; objections.</p> <p>3.21 – The source of comments should be given less weight than their value and relevance – this especially applies to policy and infrastructure issues.</p>	<p>Past decisions can be viewed on the Council's website. National guidance is available on what is considered to be a material planning consideration, but the determination of a planning application comes down to making a judgement based on the information available.</p> <p>Negative effect on the value of properties is not a material planning consideration. Disruption caused by building works are covered by Control of Pollution Acts and is therefore not a material planning consideration. Whilst these are concerns of many residents, they are not material considerations relevant to making the planning decision.</p> <p>Noted. No action required.</p>
SCI2015/223	Dr John L Victory		<p>Par 3.33: This following statement is non specific - Key public and statutory stakeholders will be consulted.</p> <p>Par 3.50: There are a number of statutory consultees that the Council is obliged to notify for certain planning applications (for example Natural England and the Environment Agency, etc.). A list of the statutory consultees and when they should be consulted is available from the Council's website: <a href="http://www.basildon.gov.uk/article/2012/Timetable-and-Consultation-Standards">http://www.basildon.gov.uk/article/2012/Timetable-and-Consultation-Standards</a></p> <p>Following this link leads to:</p> <p>Basildon Borough Local Development Scheme (LDS) 2015 - 2018 Effective from 1st January 2015</p> <p>This document also does not list the consultees.</p> <p>Par 3.51:</p> <p>In addition, there are many other groups and bodies that the Council will inform of particular applications in order for their professional or particular expertise to be considered. For some applications however none will be relevant.</p> <p>A clear table is required that will show exactly which bodies or persons will be consulted on each type of development rather than the vague examples currently provided.</p>	<p>Public and statutory stakeholders vary depending on the nature of each application, therefore it is not possible to be specific in the SCI.</p> <p>This link has been removed. Information regarding statutory consultees for planning applications is available in the following piece of legislation: <i>The Town and Country Planning (Development Management Procedure) (England) Order 2015</i> and reference to this legislation is now detailed within the SCI.</p> <p>Public and statutory stakeholders vary depending on the nature of each application, therefore it is not possible to be specific in the SCI.</p>

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SCI2015/238	Billericay Action Group (Mr Alasdair Daw)		<p>3.13 Comments on planning applications should be made in writing within 21 days of the consultation period starting. This is the date cited on any notification letters and site notices. Any comments received after this date, may not be taken into account when considering the applications. Comment : Seems reasonable</p> <p>Paragraph 3.16 Comment : Is there any facility to help people who wish to make comments. Or can they just moan and hope they have a case? How do they know a building's height may be unacceptable?</p> <p>Does this section clearly explain how you can comment on a planning application? Comment : Partly. There is nothing here on objections by Local Councils and representative Groups. If Billericay Town Council have exactly the same rights as individuals and are treated as an individual, then they are wasting a lot of time discussing Planning. We need a clear steer on how different Groups are treated in the process..... or a statement that all are equal.</p>	<p>Noted. No action required.</p> <p>National guidance is available on what is considered to be a material planning consideration. This section of the SCI has been extended to provide further clarification on the matter (Chapter 2 - Planning Applications). Alternatively help on planning matters can be sought from external organisations whose details will be in the 'Looking for help with Planning' document on the Council's website, signposted in the SCI.</p> <p>All comments received are considered equally whether from a group of an individual. Paragraph 2.22 provides further clarification on how comments are considered.</p>
SCI2015/249	Mr Michael Andrews		<p>3.16 Where is the definitive list 'relevant planning issues' documented ? This should be identified in this paragraph.</p> <p>Question 3 – This section does not clearly explain how comments can be made as it does not provide a definitive list of relevant grounds for objection or identify where such a list can be found.</p>	<p>This section of the SCI has been extended to provide further clarification on the matter (Chapter 2 - Planning Applications). Alternatively help on planning matters can be sought from external organisations whose details will be in the 'Looking for help with Planning' document which will be available to view on the Council's website and signposted in the SCI.</p>
SCI2015/270	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Para 3.16 – what relevant planning issues? How does the council decide what is relevant and what is not?</p>	<p>This section of the SCI has been extended to provide further clarification on the matter (Chapter 2 - Planning Applications). Alternatively help on planning matters can be sought from external organisations whose details will be in the 'Looking for help with Planning' document which will be available to view on the Council's website and signposted in the SCI.</p>
SCI2015/278	Mr Roland Lazarus		<p>Almost.</p> <p>Add new sentence at the end of 2.19. "For a petition to be accepted it must include contact details of the Lead Petitioner . The Council will contact this person with a response to the petition."</p>	<p>Noted. The SCI has been updated to direct those wishing to submit a petition to relevant page of the Council's website where full details of all the requirements for petitions are given including the need to provide details of the lead petitioner.</p>
SCI2015/323	Mrs Tina Burton		<p>Yes BUT I do not believe that 21 days is long enough to comment. If someone is on holiday just as a notice is issued they will not have time. 28 days would be more acceptable.</p>	<p>National Government set the statutory timescales for the consultation period on planning applications for all Local Planning Authorities in England which is 21 days.</p>

**Question 4. Chapter 3: Consultation on Planning Applications. Advertising Planning Applications. Do you support the methods detailed for advertising planning applications?**

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SCI2015/48 SCI2015/88 SCI2015/119 SCI2015/165 SCI2015/166 SCI2015/291 SCI2015/314	Mr Philip Davenport Mr Martin Paterson Mr Matthew Staines Mr Peter Bailey Mr Peter Bailey Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone		I support the methods detailed for advertising planning applications	Noted. No action required.
SCI2015/173	Mr Peter Bailey		No comment.	Noted. No action required.
SCI2015/17	Mr Alan Pooley		In Section 3.2 (c) "The Council will consider all material considerations, but will not consider immaterial considerations". I have a concern here as to who would be the arbiter concerning material or immaterial considerations? Are there specific guidelines or is this likely to be a subjective decision - which could, under some circumstances, vary depending on the person making the decision.	National Planning Guidance states that "The law makes a clear distinction between the question of whether something is a material consideration and the weight which it is to be given. Whether a particular consideration is material will depend on the circumstances of the case and is ultimately a decision for the courts. Provided it has regard to all material considerations, it is for the decision maker to decide what weight is to be given to the material considerations in each case, and (subject to the test of reasonableness) the courts will not get involved in the question of weight."
SCI2015/32	Dr Philip Gibbs		For neighbour notices of major developments the SCI needs to be more specific about what they mean by "directly affected" and how this will be determined depending on the scale of the development. There should at least be a commitment to notify neighbours within a radius to 2km for any major development because they will be affected by traffic congestion, availability of school places etc..	Neighbour consultations for planning applications are dealt with on a case by case basis depending on the proposed development and they can vary greatly depending on their circumstances. It is not possible to be more specific therefore in this instance.  The Local Planning Authority has insufficient resources to consult everyone within a 2km radius of every major planning application. It therefore uses other methods of raising awareness of proposals and informing the public including site notices.
SCI2015/68	Miss Liane Swainland		3.21 I fully agree that the quality of the comment and the stature of the person delivering the comment should be fully appreciated.  I don't believe that should then rule out peoples comments e.g. students, other local authorities, tourists; but clearly someone who lives in the area has a first-hand say to day living experience of the way that area functions more so than a classroom based student, person with high authority position or passer-by.  3.24 I believe EIAs should be fully published and advertised because these are often based on opinion rather than factual evidence.  3.31 I questioned this point as there's not much with the consideration of planning applications with reference to establishing business? Would business relations be more so considered in context with 3.3 major developments? The code of best practice discussed at 3.39 coincides with	Noted. No action required.  Environmental Impact Assessments and their publication and advertisement is governed by national legislation and not set by the Local Planning Authority.  Planning applications relating to businesses can be both minor and major development depending on the proposed development. The Code of Best Practice on Mobile Phone Network Development relates specifically to telecommunications proposals and not to

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			<p>the establishment of business but it's confusingly placed within an E. Telecommunication Section?</p> <p>3.44, 3.51 and 3.52 all hold relevance to the development of Laindon community hub as it may be considered a material amendment that aims to include many other groups and bodies and would link indirectly to strategic matters e.g. Basildon 2031 which would then affect more than one planning area.</p>	<p>wider businesses.</p> <p>Noted. No actions required.</p>
SCI2015/109	Mr Stephen Betts		I fell asleep half way through reading this, you have to improve how you engage with the average person who is affected, if you really want the feedback from the community on questions like this you need to dramatically reduce the number of words.	Noted. The length of the SCI has been reduced since the last version.
SCI2015/129	Mr Stuart Dickson		<p>No. Â There needs to be further clarification on the approval and consultation processes for each type of application. Much of the wording is unclear or clumsy.</p> <p>In 3.33, who are they consulted and what emphasis is given to their comments?</p> <p>In 3.36, are LDCs planning applications of some sort? How are they received? How do they differ from other planning applications?</p> <p>In 3.46 what is the definition of a Larger Householder Extension? This process appears simpler than for small extensions. It would be better to see planning approval process flow for all types of application, possibly highlighting differences for each type.</p> <p>In 3.51, what is the list of groups or bodies that will be informed? Who decides who is informed. Very unclear.</p>	<p>Noted. The types of consultation for each application type is detailed with Chapter 2 – Planning Applications A – G' and details on how decisions will be taken can be viewed in Chapter 2 – Decisions.</p> <p>Consultations vary on a case by case basis as well as the weight given to those comments as detailed further in paragraph 2.23.</p> <p>Lawful Development Certificates (LDCs) are not planning applications. They are a method of establishing the lawfulness of a development or use that already exists and do not involve consideration of the planning merits of an application. Further detail on the legislation that cover LDC's is given with paragraph 2.37.</p> <p>Larger householder extensions are currently referred to as the intention to use the Permitted Development Rights to build a single-storey rear extension of greater than four metres up to eight metres for a detached house and greater than three metres up to six metres for any other type of house outside Article 2(3) land* and Sites of Special Scientific Interest. The SCI has been updated to clarify this, but the terminology is set by the Government, not the Local Planning Authority.</p> <p>There are too many other groups and bodies that the Council could inform to detail within the SCI. However an example has been provided at paragraph 2.54 to provide further clarification.</p>
SCI2015/143 /144	Mr Bernard Foster		<p>A. Would support the intentions implied. A couple of queries:</p> <p>3.27 The availability to view at reception is that physically or by computer, if by computer is assistance available??</p> <p>3.29 resubmission notification currently does not always happen can the system be strengthened.</p>	<p>The availability to view at reception is both physically, and on the computers and assistance is available.</p> <p>Resubmission applications involve the consultations of all previous consultees, as well as any further respondents from the original</p>

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			<p>B. I would raise two concerns about an otherwise acceptable strategy.</p> <p>3.23. (1) A review of complaints of non-notification should be undertaken when received and if adjudged reasonable after the review, the system should be updated to ensure future inclusion for subsequent applications.</p> <p>(2) Local Town/Parish Councils should automatically be notified of applications in their area.</p> <p>C. As (2) in "B" above.</p> <p>D. 3.38 When implementing consultation arrangements as set out in sections A-C I would request the comments above associated to those sections are considered.</p> <p>E. 3.39 The Local Town/Parish Councils should be made aware of planning applications for Telecommunications developments and possibly those installations that could raise significant comment but are not subject to consultation.</p> <p>F. 3.41 – 3.45 The logic behind this set of statements is acceptable, however Local and Parish Councils have to take a more exacting account than neighbours. I would therefore request that you consider the possibility of notifying those Councils where non material amendments may not in theory alter the merits of the application but could alter the comments submitted by those Councils.</p> <p>G. 3.46 – 3.53 Local and Parish councils develop their expertise from interaction with and advice from the planning officers, as well as reading the officer reports. It would be advantageous to the Elected Local Councils, residents and planning officers if councils were automatically notified of proposed developments within their area.</p>	<p>application. However, the system used for resubmissions does not fall under the remit of the SCI Involvement.</p> <p>The SCI sets out consultation and engagement standards to be applied through the Development Management process. As drafted it requires re-consultation on resubmissions.</p> <p>Noted. This does not fall under the remit of the SCI. The SCI sets out consultation and engagement standards to be applied through the Development Management process.</p> <p>Local Town and Parish Councils will be directly advised upon the receipt of an application within the area that they cover if they have requested to be notified.</p> <p>Lawful Development Certificates (LDCs) are not subject to the same consultation requirements as detailed further in paragraph 2.37.</p> <p>Where applications are not subject to statutory consultation, any comments received do not carry any weight.</p> <p>As detailed in paragraph 2.47 'Applications for non-material amendments do not, by definition, normally alter the merits of the application and therefore when dealing with such applications, the authority would not normally notify neighbours and other third parties.'</p> <p>The Local Planning Authority send notifications to Local Councils who have requested to be notified of planning applications submitted within their area. It is also possible that anyone can view current planning applications on the council's website via the 'Weekly List'.</p>
SCI2015/156	Billericay Town Council Miss Deborah Tonkiss		P3.32 makes no reference to neighbouring properties that are behind the application site. The Council should use its own search map to identify, and if necessary notify, properties to the rear that could be affected by an application.	Footnote 6 clarifies that 'Neighbours' are occupiers (including businesses) whose property immediately adjoins the application site. This would include properties to the rear.
SCI2015/182	Mr John Rushton		Partly, although I think there needs to be more clarification on the approval and consultation processes for each type of application.	The types of consultation for each application type is detailed with Chapter 2 – Planning Applications A – G' and details on how decisions will be taken can be viewed in Chapter 2 – Decisions.

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/208	Mr Danny Lovey		<p>3.33 – 2 nd bullet – the Council must use means that guarantee delivery: information must be easily found, not buried among a mass of advertising.</p> <p>3rd bullet - There should be a precise statement of which neighbours have been notified and how: this should be shared with the organisations covered by bullet 4 so they may help facilitate the Council's planning processes.</p> <p>4th bullet – specify which stakeholders will be consulted</p> <p>3.34 – (as for 3.33) the Council must use means that guarantee delivery: information must be easily found, not buried among a mass of advertising.</p> <p>3.44 – on what basis will the judgement be made and by whom?</p>	<p>Noted. The Council advertises planning applications within a local newspaper and it is in the same section each week.</p> <p>Neighbour notifications vary on a case by case basis. Should an external organisation wish to know who has been consulted they may contact the Council for further information.</p> <p>Stakeholders will vary on a case by case basis so it is not possible to list them all in the SCI.</p> <p>As above.</p> <p>Applications for material amendments to pending applications will generally be accepted provided this will not delay a decision being made within the target timescale for the application. If the application has the potential to lead to new or different views being made, a further 7-14 days (depending on nature of the amendment) may be given for additional comments. If the amendment would result in the decision exceeding the target timescale the agent/applicant and LPA may enter into a Planning Performance Agreement (PPA) where an extension to the decision date would be agreed. Material alterations to determined applications will require a new application and consultations will be carried out as identified for the application type. This has been updated within the SCI to provide further clarification on material amendment applications.</p>
SCI2015/214	Mr Danny Lovey		<p>Yes, provided that valid objections are fully considered in the officers report and not just touched upon giving an impression that the objection is of little consequence when it clearly is.</p>	<p>Noted. No action required.</p>
SCI2015/239	Billericay Action Group (Mr Alasdair Daw)		<p>3.20 c. The Council will consider all material considerations, but will not consider immaterial considerations; Comment : Eh?</p> <p>Paragrpah 3.21 Comment : Wishy washy and subjective. Who are they to decide the quality of comments made? What is the process</p> <p>Paragraph 3.24 This is either 8 weeks, 13 weeks or 16 weeks depending on the nature of the application and whether or not an Environmental Impact Assessment (EIA) is required. Comment : This could be clearer.</p> <p>Paragraph 3.30 Comment : This is much clearer if clumsily worded.</p> <p>Paragraph 3.33 Key public and statutory stakeholders will be consulted. Comment : Who? How are they consulted and what emphasis is given to their comments?</p>	<p>This section of the SCI has been extended to provide further clarification on the matter (Chapter 2 - Planning Applications). Alternatively help on planning matters can be sought from external organisations whose details will be in the 'Looking for help with Planning' document on the Council's website.</p> <p>Clarification of this is given in paragraph 2.22. All planning officers have professional experience to consider matters raised in any consultation responses received.</p> <p>Noted. This has been clarified further in paragraph 2.26.</p> <p>Noted. No action required.</p> <p>Stakeholders will vary on a case by case basis. Paragraph 2.35 has been amended to reflect that stakeholders will be consulted in writing.</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>Paragraph 3.36 Comment : These are applications? How are they received? How do they differ from other Planning Applications? Paragraphs 3.37 and 3.38 Comment : So there is no consultation on LDCs?</p> <p>Larger Householder Extensions - Comment: What is the definition of a Larger Householder Extension? This process appears simpler than for small extensions. It would be better to see a planning approval process flow for all types of application, possibly highlighting differences for each type.</p> <p>Paragraph 3.51 Comment : What is the list of groups or bodies that will be informed? Who decides who is informed?</p> <p>Do you support the methods detailed for advertising planning applications? Comment : No there needs to be further clarification on the approval and consultation processes for each type of application.</p>	<p>Lawful Development Certificates (LDCs) are not planning applications. They are a legal method of establishing the lawfulness of a development or use and do not involve consideration of the planning merits of an application. They are submitted to the Council in the same format as all other planning application, however they are generally not subject to consultation but this does depend on the nature of the application.</p> <p>Noted. Paragraph 2.49 has been amended accordingly. There are too many types of application to produce this, sufficient detail has been given within the SCI as to each application type.</p> <p>There are too many other groups and bodies that the Council could inform to detail within the SCI. However an example has been provided at paragraph 2.54 to provide further clarification.</p> <p>The types of consultation for each application type is detailed with Chapter 2 – Planning Applications A – G’ and details on how decisions will be taken can be viewed in Chapter 2 – Decisions.</p>
SCI2015/250	Mr Michael Andrews		<p>3.21 Last sentence is unclear as to whether the examples are ‘high’ or ‘low’ quality and will be given consideration or not. Both should be identified as considerations of the highest importance and relevance.</p> <p>3.26 For the sake of completeness, is this what was once referred to as the Weekly List ?</p> <p>3.28 Under what conditions will the Council ‘not publish all documents’ or ‘remove documents without notification’ ? These conditions should be explicitly documented.</p> <p>3.30 Increasingly developments of more than 1 dwelling are of more than localised impact, for example Church Street, Billericay. Any development of more than 2 units should be categorised as Smallscale Major.</p> <p>3.33 Which local newspaper ? Where is the list of ‘Key public and statutory stakeholders’ ? 3.34 Which local newspaper ?</p> <p>Note 6 Appears to be incomplete.</p> <p>3.39 What ‘other publicity’ and how is ‘scale’ quantified ?</p> <p>3.40 Where on the Council’s website will this list be posted ?</p>	<p>The quality of a comment varies depending on the circumstances and the proposal.</p> <p>The Register of Applications is both the Weekly List and the Council’s E-Planning system, as both systems hold details of all planning applications received as required by the relevant legislation.</p> <p>Examples are given under paragraph 2.30, however it is not possible to detail all scenarios where information has to be removed.</p> <p>The guidelines relating to development size categories are set by the Government not the Local Planning Authority.</p> <p>Planning applications that are advertised in the local newspaper are done so within the Yellow Advertiser. Public and statutory stakeholders vary on each application, therefore it is not possible to be specific here.</p> <p>Noted. Note 6 has been amended.</p> <p>Noted. Paragraph 2.41 has been amended to clarify this matter.</p> <p>Permitted Development notifications and applications received for most development is set out on both the Weekly List and the Council’s E-Planning system on the Council’s website.</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>3.42, 3.43 and 3.44 Far too few specifics about how the judgements will be made, far too many ill defined terms used. What mechanisms exist for these decisions and judgements to be challenged ?</p> <p>The paragraph under 'Larger Householder Extensions' should have a reference number. In this and para 3.49 reference is made to a number of days 'advance notice'. Advance notice of what ?</p> <p>3.49 Reference is made to consulting statutory bodies 'only where there would be an impact'. Who makes this decision and on what information ? Where will the rationale for the decision be documented, and what is the mechanism for challenging the decision ?</p> <p>3.51 On what basis is the decision not to inform other groups taken ?</p> <p>Question 4 – The methods for advertising planning applications provide too much scope for individual decision making without adequate oversight, monitoring and accountability.</p>	<p>Noted. The paragraphs in 'Chapter 2' under section 'F Amendments to applications' has been amended to provide further clarification. Any complaints relating to planning application decisions are dealt with by through the Council's complaint procedure which is detailed on the Council's website.</p> <p>Noted. This has been amended accordingly. Advance notification refers to the process of giving the Local Planning Authority prior notification before carrying out works which may be classed as Permitted Development.</p> <p>The Local Planning Authority has agreed with the relevant authorities responsible for traffic, contamination and flooding on when consultations are required for prior approvals for change of use based on proposals received. A decision notice is issued for prior approvals and these are available to view on the Council's website under the 'E-Planning' section. Any complaints relating to planning application decisions are dealt with by through the Council's complaint procedure which is detailed on the Council's website.</p> <p>Planning Officers and Planning Managers use their professional judgement and experience when consulting additional non-statutory parties.</p> <p>There are statutory guidelines for consultation that are followed by all Local Planning Authority's relating to advertisement of planning applications.</p>
SCI2015/271	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Para 3.51 – requires more explanation. Surely, the more groups who are consulted and respond, the more informed the decision will be.</p>	<p>Planning Officers and Planning Managers use their professional judgement and experience when consulting additional non-statutory parties. The Local Planning Authority must use its resources wisely to be cost effective. Groups and other bodies can view the Weekly List of planning applications should they wish to comment on any applications that they are not statutorily required to be consulted on.</p>
SCI2015/279	Mr Roland Lazarus		<p>Add a footnote to 3.20 c. explaining the difference between material and immaterial considerations.</p> <p>In 3.46 add "a minimum of" or "at least" before "42 days" and before "21 days".</p> <p>In 3.49 Are the statutory authorities who will be contacted listed here meant to be complete? Delete "(only where there would be an impact)" and replace with "in case there would be an impact."</p> <p>3.51 How and who decides on the relevance of other groups and bodies that the Council will inform of particular applications?</p>	<p>Noted. The paragraphs in 'Chapter 2' under section 'F Amendments to applications' has been amended to provide further clarification.</p> <p>Noted. This is implied within the paragraph.</p> <p>Noted. This section has been amended to reflect the legislation.</p> <p>Planning Officers and Planning Managers use their professional judgement and experience when consulting additional non-statutory parties. The Local Planning Authority must use its resources wisely to be cost effective. Groups and other bodies can view the Weekly</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
				List of planning applications should they wish to comment on any applications that they are not statutorily required to be consulted on.
SCI2015/302	Ms Lorraine Collins		I am not happy that the Council corresponds initially by email - not everyone wants this. I feel that official letters should be paper-based.	The Council will try to be cost effective where possible when delivering its services. If an email address has been given then this is the most cost effective method of communication. Where an email address has not however been given or a person requests contact via letter, the Council endeavours to do so.
SCI2015/324	Mrs Tina Burton		Yes BUT as above, 21 days for comment is not long enough.	Noted. This is a national statutory time limit for England and the Local Planning Authority has no power to change it.
SCI2015/334	Great Burstead and South Green Village Council (Mr Martin Ainscough)		Clause 3.32 Properties immediately surrounding the application site should be notified including properties to the rear of the site.	Footnote 6 clarifies that 'Neighbours' are occupiers (including businesses) whose property immediately adjoins the application site. This would include properties to the rear.
SCI2015/342	Billericay Design Statement Association		Neighbouring properties that are behind the application site are not notified. The Council should identify, and if appropriate notify, properties to the rear that could be affected by an application.	Footnote 6 clarifies that 'Neighbours' are occupiers (including businesses) whose property immediately adjoins the application site. This would include properties to the rear.

**Question 5. Chapter 3: Consultation on Planning Applications. Application Decisions. Do you agree with the way the Council intends to notify you about a planning decision?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/89 SCI2015/120 SCI2015/167 SCI2015/292  SCI2015/315 SCI2015/325 SCI2015/49 SCI2015/183 SCI2015/211	Mr Mike Paterson Mr Matthew Staines Mr Peter Bailey Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone Mrs Tina Burton Mr Philip Davenport Mr John Rushton Mr Danny Lovey		I agree with the way the Council intends to notify about a planning decision.	Noted. No action required.
SCI2015/174	Mr Peter Bailey		No comment.	Noted. No action required.
SCI2015/18	Mr Alan Pooley		I agree with the way the Council intends to notify people. A minor point would be - if using an email address to notify an individual or organisation, how can the Council be sure the notification has been received?	The Council cannot guarantee the receipt of an email, like it cannot guarantee the receipt of a letter due to external delivery services. If an email is returned as undeliverable, a letter would then be sent where possible.
SCI2015/33	Dr Philip Gibbs		You have not asked us whether we support the way decisions are undertaken. I understand that these things may be specified in the constitution but the constitution can be changed and there is also no reason why the SCI cannot include more specific conditions that do not contradict the constitution. I do not support decisions being taken on major developments by a delegated officer or the chairman of the planning committee. This applies to both smallscale and largescale major developments of all types and includes decisions on reserved matters. The details of the reserved matters can have a material impact on the neighbourhood and should be decided by the full planning committee. I do not think the planning committee members can make a decision based on outline planning permissions only if they will have no further say when the reserve matters are presented. I do not accept the argument that the public and planning committee are not qualified to comment or be involved in such decisions.	Noted. This does not fall under the remit of the SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.
SCI2015/69	Miss Liane Swainland		3.58 Explains clearly the procedure that enables notification.  3.59 is a valued decision and coincide with the establishment of Laindon Community hub and redevelopment of Laindon Shopping Centre.  3.61 And 3.62 coincide with points made at 1.7 and 1.9 and reiterate the positive steps made by Basildon council to now have a 2031 target for regeneration of the local area.	Noted. No action required.
SCI2015/130	Mr Stuart Dickson		No issue with the notification process. Some questions on the Decision Making Process, but no Question asked on that.  In 3.55, how is an officer delegated and by whom? Does this only cover	

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			<p>“run of the mill” approvals for extensions etc? Is this just day to day planning approval?</p> <p>How does 3.56 differ from 3.55? Are these decisions that may be contentious and therefore have to go to elected members? Some examples of such cases would be nice.</p> <p>In 3.58, what happens when Committee members disagree with the Planning Officers? What are the implications of this?</p>	<p>Noted. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council’s Constitution.</p> <p>The reasons why decisions are taken by elected members over the delegated officer vary and differ on a case by case basis.</p> <p>The Planning Officer will set out their recommendation for the decision, if Committee members disagree they must set out their reasons that will be input into the Decision Notice and Committee Report.</p>
SCI2015/147	Mr Bernard Foster		<p>The use of Delegated powers has an obvious use but one which should be used with care. High profile projects even if the principles of outline permission have been accepted, should still go before a planning committee meeting if bias or concealment is not to be assumed by an ever more knowledgeable public.</p> <p>Reporting decision is generally good. The officer reports are usually of high quality and easy to understand.</p>	Noted. No action required.
SCI2015/157	Billericay Town Council Miss Deborah Tonkiss		<p>P3.54 etc should explain the criteria used to decide whether a decision will be made by a delegated officer, the Chairman of the Planning Committee or by the Planning Committee.</p> <p>In the interests of transparency, decisions on major developments, as defined in P3.30, should be made by the Planning Committee, <u>not</u> delegated. This applies to full planning application <u>and</u> reserved matters.</p> <p>Section 106/CIL agreements should be included in decision notifications.</p>	Noted. This does not fall under the remit of SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council’s Constitution.
SCI2015/198	Mrs Irene Collins		I am not too interested in small developments but am keen for my voice to be heard on major applications. i find it hard to believe that just a select few people on the council can justify or permit approval.	Noted. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council’s Constitution.
SCI2015/215	Mr Norman Lamb		3.62 – 5 <sup>th</sup> bullet – last sentence – The Basildon Centre should not be the only place for public information on a decision. Residents of Billericay, Wickford and other ‘remote from Basildon’ locations who do not have access to the e-Planning webpages should not have to travel beyond their town/village boundaries to view the data.	Noted. Town libraries in locations outside Basildon contain public computers and these can be used to access e-Planning webpages. Details of decision can also be detailed over the phone or sent by email if requested.
SCI2015/240	Billericay Action Group (Mr Alasdair Daw)		<p>3.55 Delegated decisions can be taken by an agreed delegated officer(14) following a report and recommendation by a Planning Officer. Comment : How is an officer delegated and by whom? Does this only cover “run of the mill” approvals for extensions etc? Is this just day to day planning approval?</p> <p>3.56 For non-delegated decisions a report and recommendation will be</p>	<p>Noted. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council’s Constitution.</p> <p>The reasons why decisions are taken by elected members over the</p>

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			<p>made to the Chairman of the Planning Committee. Comment: How does this differ from 3.55? Are these decisions that may be contentious and therefor have to go to elected members? Some examples of such cases would be nice.</p> <p>Paragraph 3.58 A discussion by Committee Members with advice available from appropriate officers of the Council. Comment : Committee members can disagree with the Planning Officers. What are the implications of this?</p> <p>Do you agree with the way the Council intends to notify you about a planning decision? Comment : No issue with the notification process. Some questions on the Decision Making Process, but no Question asked on that.</p>	<p>delegated officer vary and differ on a case by case basis.</p> <p>The Planning Officer will set out their professional recommendation for the decision. If Committee members disagree they must set out their reasons that will be input into the decision notice and committee report.</p> <p>Noted. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.</p>
SCI2015/251	Mr Michael Andrews		<p>3.55 What decides a decision will be delegated ? Where is this defined ?</p> <p>3.56 A decision to refer an application to the Planning Committee should not be left solely in the hands of the Chairman. Such decisions should be made on a publically recorded, majority vote of members of the Planning Committee.</p> <p>3.58 Remove the word 'generally'.</p> <p>3.58 Make clear that the bulleted points will all occur at the public meeting.</p> <p>3.59 Replace 'may' with 'will'.</p> <p>3.62, 5 th major bullet. Use of the word 'when' implies the decision will be communicated immediately it is made. It is assumed this is not intended. The 'first working day following issue' would be appropriate.</p> <p>Note 15 Replace 'within 5 clear working days of the meeting' with 'at least 5 working days in advance of the meeting'.</p> <p>Note 16 This does not accord with recent practice whereby members of the public seeking to speak are identified before the start of the meeting. It should not be for members of the committee to decide if residents are allowed to speak, so long as the subject is one on which they have a legal opportunity to do so. Equally members of the committee should have the opportunity to decide if members of the public can speak if the matter is of significant local interest.</p> <p>3.63 Delete 'usually'.</p> <p>Question 5 – Specific concerns are detailed above.</p>	<p>This does not fall under the remit of the SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.</p> <p>Meetings in public are generally held however there are some circumstances when this is not the case.</p> <p>This is clear within the SCI.</p> <p>Noted. Amendments made where necessary.</p>
SCI2015/265	Ms Rose Griffin-Twiddell		<p>3.56. The Chairman of the Planning Committee should not have the option of agreeing the officers recommendation OR referring the application to the planning committee for a decision. The decision MUST be made by the planning committee. No decision should be made behind closed doors.</p>	<p>Noted. This does not fall under the remit of the SCI. The way planning applications are dealt with falls under the Council's Constitution.</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/272	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Para 3.55 – decisions by delegated officers – more information and levels of delegations needed.</p> <p>Para 3.56 – disagree – The Chairman should not have the option of agreeing the officers recommendation OR referring the application to the planning committee for a decision. The decision MUST be made by the planning committee. No decision should be made behind closed doors.</p> <p>3.59 – why may some applications be taken to the planning committee and others not?</p> <p>3.62 – Point 15 in footer. 7 clear working days would be better for most people. 5 days is not really long enough especially if you are away for a weekend.</p>	<p>This does not fall under the remit of the SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.</p> <p>This does not fall under the remit of the SCI. The Council's Constitution sets out the timescales for when the agenda for Planning Committee will be produced.</p>
SCI2015/280	Mr Roland Lazarus		It would be good practice for reasons for ignoring an objection to be given to an objector whenever that objector made valid points against development on planning grounds.	Noted. This is covered within the Officer Report.
SCI2015/303	Ms Lorraine Collins		Reasons should be provided by post when requested.	Noted. When this is requested, this is the case.
SCI2015/335	Great Burstead and South Green Village Council (Mr Martin Ainscough)		Clause 3.54 More details needed as to how it is decided whether a delegated officer, Chairman of the Planning Committee of the Planning Committee decides on an application. Major planning applications, including full and reserved matters, should be decided by the Planning Committee. They should not be delegated. Please include 106/CIL agreements in decision notifications.	This does not fall under the remit of the SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.
SCI2015/343	Billericay Design Statement Association		<p>The criteria used to decide whether a decision will be made by a delegated officer, the Chairman of the Planning Committee or by the Planning Committee should be explained in para 3.54 etc.</p> <p>In the interests of transparency, decisions on all major developments, outline, full and reserved matters, should be made by the Planning Committee, not delegated. Section 106/CIL agreements should be included in decision notifications.</p>	This does not fall under the remit of the SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.

**Question 6. Chapter 3: Consultation on Planning Applications. Planning Appeals. Do you agree with the way the Council intends to notify you about a planning appeal?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/90 SCI2015/121 SCI2015/168 SCI2015/186 SCI2015/293  SCI2015/316 SCI2015/326 SCI2015/52 SCI2015/210	Mr Mike Paterson Mr Matthew Staines Mr Peter Bailey Mr John Rushton Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone Mrs Tina Burton Mr Philip Davenport Mr Danny Lovey		I agree with the way the Council intend to notify about a planning appeal.	Noted. No action required.
SCI2015/176 SCI2015/336	Mr Peter Bailey Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/19	Mr Alan Pooley		I agree with the way the Council intends to notify individuals about a planning appeal. A minor point would be - if using an email address to notify an individual or organisation, how can the Council be sure the notification has been received?	The Council cannot guarantee the receipt of an email like it cannot guarantee the receipt of a letter due to external delivery services. If an email is returned as undeliverable a letter would then be sent where possible.
SCI2015/70	Miss Liane Swainland		3.67 And 3.69 are agreeable however 3.64 the involvement of the secretary of state is questionable. The establishment of an Animal and Environmental welfare court may take this type of action to a lower lying locally based level allowing appeals and applications to be made before a judge with facts and evidence presented in a case by case scenario which would be a more agreeable route.	Noted. No action required.
SCI2015/131	Mr Stuart Dickson		No issue with process. Needs more information in a number of places to be useful however.  In 3.64, You state that appeals can be submitted to the Secretary of State. How? What is the process determining whether an appeal is appropriate? Is the Planning Inspectorate the next port of call? Seems a big jump. Is there no local appeals process?  In 3.66 you mention "Notification of Contributors". What is this? This is confusing. Who sends what to whom?  In 3.67, the result of an appeal is an Inquiry? IS this automatic or can it be thrown out without an Inquiry?	Noted. This section 'Chapter 2 – Planning Appeals' has been amended.
SCI2015/148	Mr Bernard Foster		Although Local / Parish councils will attempt to keep track of planning applications, decisions and appeals it would be of great assistance if notification of any of these were automatically sent to the clerks.	Notification of an appeal will be sent to all contributors of the original planning application.

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/241	Billericay Action Group (Mr Alasdair Daw)		<p>3.64 An agent or applicant aggrieved by the Council's decision may appeal to the Secretary of State for Communities and Local Government, via an application submitted to the Planning Inspectorate. Comment : How? What is the process determining whether an appeal is appropriate? Is the Planning Inspectorate the next port of call? Seems a big jump. Is there no local appeals process?</p> <p>3.66 Where the notification of contributors is required, the Council will inform them, by letter or email depending upon the contact details provided Comment : What is this? This is confusing. Who sends what to whom?</p> <p>Inquiry process - Comment: So the result of an appeal is an Inquiry? Is this automatic or can it be thrown out without any Inquiry?</p> <p>Do you agree with the way the Council intends to notify you about a planning appeal? Comment : No issue with process. Needs more info.</p>	Noted. This section 'Chapter 2 – Planning Appeals' has been amended.
SCI2015/252	Mr Michael Andrews		<p>3.66 Under what conditions and by whom is the decision that notification of contributors 'is required' ? Replace the first 2 phrases by 'Council will inform contributors,'</p> <p>3.66 This section must ensure that sufficient time is available for comments to be made within the appropriate deadline.</p> <p>Question 6 – specific comments above.</p>	Noted. This section 'Chapter 2 – Planning Appeals' has been amended.
SCI2015/281	Mr Roland Lazarus		It would be good practice for reasons for ignoring an objection to be given to an objector whenever that objector made valid points against the appeal on planning grounds.	All objections made against a planning application are reviewed as part of the officer or committee decision report. When an application goes to appeal the Inspector's Report reviews the comments received.
SCI2015/304	Ms Lorraine Collins		Yes as long as postal notice continues to be available	Noted. No action required.

**Question 7. Chapter 4: Public Involvement in Planning Enforcement. Planning Enforcement. Does this section clearly explain the planning enforcement process and how complainants will be kept informed?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/20 SCI2015/110 SCI2015/122 SCI2015/169 SCI2015/226  SCI2015/317 SCI2015/327 SCI2015/53	Mr Alan Pooley Mr Stephen Betts Mr Matthew Staines Mr Peter Bailey Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone Mrs Tina Burton Mr Philip Davenport		Yes this section is clearly explained.	Noted. No action required.
SCI2015/71	Miss Liane Swainland		4.1 and 4.2 explain the purpose and what can be investigated. 4.5 defines the role of the day to day member of the community but 4.12 states 4 categories of prioritisation and nothing on public health or welfare and wellbeing of the children and families of an area.	Noted. No action required.
SCI2015/91	Mr Mike Paterson		Yes, it seems much better than the current way. I have raised several issues and it has always been down to me to follow up and chase things. Unfortunately it seems the council does not employ enough planning enforcement officers to actually fulfil the stated objective which I guess is why the word "discretion" is used in 4.2.	Noted. No action required.
SCI2015/132	Mr Stuart Dickson		<p>No. More information required. Too much dependence on the public and little or no information included on what the Council themselves are required to do on enforcement. This has failed recently with the Outwood Common Solar Farm where access roads and bridges have been built to get to the site, which were not in the planning consent. Huge lorries have also taken any route they like rather than follow required routes. The Council has done nothing to check this contentious site and it is in danger of ruining the lives of many residents.</p> <p>In 4.4 you expect everyone but the Council to police breaches of planning control. Seems a bit hopeful. Surely someone is employed to check the enforcement conditions imposed by the Council? How do the public know what a breach may be? The public do not have an intimate knowledge of planning rules, approvals and possible breaches.</p> <p>In 4.14, you state a 12 week period to "process" a complaint. That is 12 weeks to deal with a priority complaint or most complaints? A lot of damage can be done in 12 weeks. What is being done to stop work? This is slack and needs tightening up.</p>	<p>Planning enforcement is a discretionary service of the Local Planning Authority; it is not a legal requirement. Local Planning Authorities have discretion to take enforcement action against development that does not have the necessary planning, or other permission, where it is expedient and in the public interest to do so.</p> <p>The Council does not have the resources to check planning applications and enforcement conditions of every application. When notified of a breach or where a planning or enforcement officer notices a breach it will be investigated.</p> <p>Enforcement officers investigate complaints upon receipt and they are prioritised according to the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015).</p>
SCI2015/149	Mr Bernard Foster		The section clearly explains what the majority of people would love to be true but as with Pre Application this is seldom perceived to be the case. The results of complaints seem to be as much about the perpetrators as it is the offence. It is often the vast army of enforcement officers (who don't exist) that are blamed and not the few over worked dedicated officers that	Noted. No action required.

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			actually do exist. I would agree it is sometimes down to lack of planning knowledge giving this misconception but there are a lot of blatant breaches that are reported yet allowed to continue for years. This is far less common in the normally developed areas than in the more rural environment. With this pressure only going to increase with groups pretending to be travellers as well as travellers target the area, then add this to the ever changing parameters of the planning regulations, the majority of normal residents within rural areas have nothing but trepidation.	
SCI2015/158	Billericay Town Council Miss Deborah Tonkiss		P4.14 states that most complaints will be processed within 12 weeks. It is not clear what "processed" means in this context. Following a complaint, It is important that an enforcement officer visits the site promptly (eg within two weeks) and engages the developer in robust discussion, as necessary, to prevent a fait accompli.	Planning enforcement is a discretionary service of the Local Planning Authority. The workload of an enforcement officer varies and they must prioritise more serious cases in accordance with the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015).. Therefore it cannot be guaranteed when a site will be visited during the 12 weeks.
SCI2015/187	Mr John Rushton		Much made about what the public should do, but little or no information included on what the Council themselves are required to do on enforcement. Residents need to see evidence of pro-active action against major developments once Planning Approval is granted and the assistance of Planning Officials in identifying potential conditions to be imposed before approval is granted.	Planning enforcement is a discretionary service of the Local Planning Authority. The Council does not have the resources to check planning applications and enforcement conditions of every application. When notified of a breach or where a planning or enforcement officer notices a breach it will be investigated and prioritised in accordance with the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015)..
SCI2015/193	Mr Michael Beiley		<p>Whilst I recognise that enforcement is a discretionary action, I have no confidence in the planning enforcement process and I contend that the Council has failed to fulfil the requirement of para 207 of the NPPF regarding caravans stationed in Oak Lane, Crays Hill since 2011 without planning consent.</p> <p>This statement of community involvement should set out the details of the council's track record on enforcement - where it has taken place and particularly where it has not and crucially, why.</p> <p>What is the point of the public notifying the council of planning breaches if no action is taken ?</p>	<p>Planning enforcement is a discretionary service of the Local Planning Authority. The Council has an 'Enforcement Policy 2015' which is in line with Paragraph 207 of the National Planning Policy Framework (NPPF).</p> <p>Noted. This does not fall under the remit of the SCI and is a matter for monitoring the effectiveness of the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015).</p> <p>Planning enforcement cases vary and the officers have to consider whether it is expedient and in the public interest to pursue the breach in accordance with the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015).</p>
SCI2015/227	Dr John L Victory		Par. 4.2: There is no mention in the current list of obstructions to the existing PROW network. Any attempt by developers to obstruct, divert or degrade in any way an existing PROW must require enforcement action by the council.	Noted. The list of potential enforcement breaches is exhaustive and not possible or appropriate to list within the SCI.
SCI2015/242	Billericay Action Group (Mr Alasdair Daw)		<p>Paragraph 4.2 Untidy land. Comment : Seriously? Definition of untidy? What next Gardens? Bedrooms?</p> <p>Paragraph 4.4 They rely on the public, as well as Parish and Borough Councillors, to be the local eyes and ears in the community. Comment :</p>	<p>Noted. This has been clarified further in paragraph 3.2.</p> <p>Planning enforcement is a discretionary service of the Local Planning Authority. The Council does not have the resources to</p>

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			<p>Seems a bit hopeful. Surely someone is employed to check the enforcement of conditions imposed by the Council? How do the public know what a breach may be? The public do not have an intimate knowledge of planning rules, approvals and possible breaches.</p> <p>4.5 Everyone who lives and works in the Borough can play a role in planning enforcement. You are in a unique position to know the daily activities in your area, and let the enforcement team know about any suspected breaches of planning control. Comment : Snoopers Charter?</p> <p>4.14 Most complaints will be processed within 12 weeks. Comment : That is 12 weeks to deal with a priority complaint or most complaints? A lot of damage can be done in 12 weeks. What is done to stop work?</p> <p>Does this section clearly explain the planning enforcement process and how complainants will be kept informed? Comment : More information required. Too much dependence on the public and little or no information included on what the Council themselves are required to do on enforcement.</p>	<p>check planning applications and enforcement conditions of every application. When notified of a breach by the public or where a planning or enforcement officer notices a breach it will be investigated.</p> <p>The Council does not have the resources to check planning applications and enforcement conditions of every application. The public play a vital role in reporting activity that may be a planning breach.</p> <p>The workload of an enforcement officer varies and they must prioritise more serious cases. Therefore it cannot be guaranteed that all cases will be fully investigated during the 12 weeks. This is detailed in the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015).</p> <p>This does not fall within the remit of the SCI and is detailed in the Council's <i>Regulatory Services Enforcement Policy</i> (February 2015).</p>
SCI2015/253	Mr Michael Andrews		<p>Section 4. General. This section is only meaningful if the Council's appropriate Planning Department staff actually take any notice of the inputs from residents. Recent personal experience suggests this is not the case and the Department even seems to be ignorant of some of the aspects detailed in this document.</p> <p>4.1 Suggest this be posted on the walls of the Planning Department offices.</p> <p>4.4 This paragraph implies that all planning enforcement is reactive. Where conditions are applied to an approved Planning Application by the Council's elected Councillors it should be incumbent on the relevant staff to ensure these conditions are being met.</p> <p>4.6 My own experience suggests the expectations of the Planning Department staff are far more explicit than 'as much information as you can', I quote from an e-mail received from that department; " Without a location plan I am unable to search for information regarding the site ."</p> <p>4.10 Suggest this be communicated to the Council's Planning Department staff as they seem to believe they have 10 days to respond, and then don't even meet that relaxed target. I quote from an e-mail received 24 days after my original was received by them; " Sorry for the delay in responding to your e-mail but we have been inundated with queries and other planning work. Our resources are stretched and we are unable to attend to correspondence of this type within 10 days, as advised ."</p> <p>4.11 Again more appropriate for the information of the Planning Department. As I write 16 weeks has elapsed since my original enquiry</p>	<p>Noted. The personal experience of this consultee is noted.</p> <p>The purpose of the SCI is to set out the consultation standards to be applied going forward with the aim of achieving a consistent customer experience. However, planning enforcement is a reactive service, and there are insufficient resources within the team to take a more proactive approach. It is not therefore possible to provide condition monitoring for every application, and there will be instances where the enforcement team have to prioritise their work in accordance with the <i>Regulatory Services Enforcement Policy</i> (February 2015) to ensure that the most serious breaches of planning law are addressed in the first instance.</p>

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			<p>and I have received only the one response detailed above after 24 days.</p> <p>4.14 See 4.11.</p> <p>Question 7 – The words of 4.1 are apposite “Effective enforcement is important as a means of maintaining public confidence in the planning system.” Residents need to see evidence of pro-active action against major developments once Planning Approval is granted and the assistance of Planning Officials in identifying potential conditions to be imposed before approval is granted.</p>	
SCI2015/273	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Section 4</p> <p>This Residents Association found that the planning department was very helpful during our LCHF campaign and on other issues around that time. Regrettably, “sorry for the delay in responding” or no response at all is now becoming quite common within the planning and enforcement department. We understand that the department has been subject to “efficiency savings” but these appear to more of a “cost cutting exercise” which are not to the benefit of Basildon residents.</p> <p>Some sort of monitored targets are necessary e.g. answer enquiries within 5 working days. Feedback forms to enquirers. These feedback forms should be monitored by another department.</p>	Noted. Planning enforcement is a discretionary service of the Local Planning Authority and the Council does not have the resources to check planning applications and enforcement conditions of every application.
SCI2015/282	Mr Roland Lazarus		<p>No, there should be a brief explanation of temporary stop notices, stop notices, breach of condition notices etc. through to enforcement notices. This could be illustrated with some successful cases.</p> <p>Delete 4.13.</p> <p>Replace 4.14 (renumbered 4.13?) with “Complaints will always be dealt with as soon as practical and in accordance with the above priorities. Some complaints are complicated and take longer to deal with. Some will necessitate discussions with a developer or agent.</p> <p>Add new paragraph “If formal action is taken, enforcement notices cannot come into force until at least 28 days after they have been served; and an appeal against a notice may delay the process.”</p> <p>Add a new paragraph giving the range of remedial actions including the extent to unlimited fines.</p>	Noted. This does not fall within the remit of the SCI and is detailed in the Council’s <i>Regulatory Services Enforcement Policy</i> (February 2015).
SCI2015/305	Ms Lorraine Collins		Very important complainants details are kept confidential and that both parties are kept up to date.	Noted. This is already carried out. No action required.
SCI2015/337	Great Burstead and South Green Village Council (Mr Martin		Clause 4.14 More detail is required on the time scale of processing complaints and how they are acted upon.	Noted. Planning enforcement is a discretionary service of the Local Planning Authority. The workload of an enforcement officer varies and they must prioritise more serious cases in accordance with the

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	Ainscough)			<i>Regulatory Services Enforcement Policy</i> (February 2015). Therefore it cannot be guaranteed when a site will be visited during the 12 weeks.
SCI2015/344	Billericay Design Statement Association		Para 4.14 states that most complaints will be processed within 12 weeks. The term “processed” should be explained. It is important that an enforcement officer visits the site promptly following a complaint and investigates any infringement before too much work takes place.	Noted. Planning enforcement is a discretionary service of the LP. The workload of an enforcement officer varies and they must prioritise more serious cases in accordance with the <i>Regulatory Services Enforcement Policy</i> (February 2015). Therefore it cannot be guaranteed when a site will be visited during the 12 weeks.

**Question 8. Chapter 5: How the Council will consult on the Local Plan. Do you think the consultation procedures will enable you to find out about consultations on the Local Plan, and other planning documents, and enable you to make your comments known?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/338	Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/54 SCI2015/92 SCI2015/294  SCI2015/318 SCI2015/328	Mr Philip Davenport Mr Mike Paterson Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone Mrs Tina Burton		Yes the consultation methods will enable me to find out about the consultation on the Local Plan.	Noted. No action required.
SCI2015/21	Mr Alan Pooley		Yes, I think the procedures will allow me to find out about consultation on the local plan and to make my comments known.	Noted. No action required.
SCI2015/34	Dr Philip Gibbs		<p>In the past I did not find out about Local Plan consultations and missed my opportunity to comment. I think there will be many people in the same position when the next consultation is launched. The Local Plan is massively significant to all residents especially since so many new homes are being proposed. The maximum effort should therefore be made to inform people that the process is happening and that they can comment.</p> <p>It is already known that there will be a consultation process this year so the council should be taking every opportunity to tell residents about it and encourage them to register for notifications when the consultations start. They could be sending out small leaflets with council tax notices now to let people know at low cost. They could put a large notification on the front page of the council diary when it is circulated. (I just received one and there is nothing about it) It is not necessary to wait until it is known exactly when the consultation will begin.</p> <p>If the council fails to notify in advance in this way then I think there should be a mass-mailing or leafleting when the consultation begins. I realise that there is a cost to this and resources are limited but it must be remembered that the Local Plan is of unique importance and the opportunity to consult does not arise every year.</p>	<p>This representation reflects the views of this consultee in respect of the Core Strategy consultation in 2014, and the more recent Dunton Garden Suburb consultation in 2015.</p> <p>After each consultation a 'debrief' takes place to identify lessons learnt to inform future consultations. These lessons learnt were applied in the most recent consultation on the Draft Local Plan in 2016, which took place after the consultation on the SCI closed. It is considered that this approach to learning from past experiences ensured that the Draft Local Plan consultation was better advertised to local people across a range of media formats.</p> <p>The Council is not able to publicise the consultation of the Local Plan documents until it has been agreed by Full Council to go out for consultation.</p> <p>A special edition of the Borough Diary was issued to 74,000 households as part of the recent Draft Local Plan consultation which is just one of the methods of advertising the consultation that was used that has not been used previously. Others include direct marketing of Council feeds on Social Media, advertising at train stations and using Site Notices, which it is hoped, has helped to draw more people's attention to the Local Plan and how it might impact on them, with a view to seeking their views.</p>
SCI2015/72	Miss Liane Swainland		5.1, 5.2, 5.3 and 5.4 all refer to the LPAs guide inclusive of Basildon Council working towards the consolidation of it local plan stating clearly that this involves the consultation with interested persons and bodies and	Noted. No action required.

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			<p>the regulations regarding the formal process.</p> <p>However 5.5 reiterate the council's choice to select consultation methods. Laindon Community Hub could well end up being beneficial to Basildon Regeneration as an overall project and would most certainly involve the range of people within the local area inclusive of the student body, retired, post war generations and people from deprived areas, non-users of council services.</p> <p>The information regarding SPDs is reassuring meaning that we are still in the early stages and plans can be changed and varied according to local people's views within the public consultation process.</p>	
SCI2015/95 SCI2015//96	Dr Philip Gibbs		When you have a consultation that asks specific questions like this one, the questions do not always cover everything written. This makes it look like you are trying to avoid certain issues in the document, e.g. question 3.55 on this consultation. To avoid this you should add a question at the end asking for any further comments on the document.	Noted. This will be implemented in future planning policy consultations.
SCI2015/123	Mr Matthew Staines		Yes. Publication on the website is ideal. Notification on publication via email would be most helpful.	Noted. No action required.
SCI2015/133	Mr Stuart Dickson		<p>No. Consultation procedures failed before and there is nothing new here that will rectify the problem.</p> <p>In 5.6 you say "Some people and groups are more aware about planning and making their voice heard." Yes but they are often ignored. Should there be a way to request inclusion for certain groups?</p> <p>You then list potentially excluded groups. This is tick box, social engineering. What you are describing here is everyone other than white, well of people and even some of those fit into several groups. Pathetic.</p> <p>Redacted - inappropriate.</p> <p>In 5.8, I disagree. In the last Local Plan consultation the Council managed not to communicate to nearly all of Billericay! What social Media efforts have gone into the Local Plan recently? One online councillor on Facebook and a flaky website.</p>	<p>This representation reflects the views of this consultee in respect of the Local Plan Core Strategy consultation in 2014.</p> <p>Noted. People are free to express their views openly in all consultations, however the Local Planning Authority can only consider comments which are material planning considerations and are not of an unlawful or discriminatory nature.</p> <p>Noted. The SCI content has been reviewed by the Council's Inclusion and Diversity team to try and ensure the delivery of the various Local Planning Authority functions is as inclusive as possible.</p> <p>Noted. After each consultation a 'debrief' takes place to identify lessons learnt to inform future Local Plan consultations. These lessons learnt were applied in the most recent consultation on the Draft Local Plan in 2016, which took place after the consultation on the SCI closed. It is considered that this approach to learning from past experiences ensured that the most recent Draft Local Plan consultation was better advertised to local people across a range of media platforms. For example, the Council used social media more proactively during the recent Draft Local Plan consultation in 2016. Through Facebook the Council used 'promoted posts' which meant targeted information relating to upcoming exhibitions on the Local</p>

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			<p>You state in 5.9 “It is important to recognise that the Council has limited resources, but it will however attempt to engage and facilitate participation in its Local Plan preparation.” Maybe the Council needs to work with interest groups who want to keep the public informed and do less shouting about insane parking plans that will never happen, in the local press.</p> <p>Commenting on the Local Plan – It is not easy to comment on such a complex document as individuals due to the size and complexity of the documentation. The next version will be huge and cover diverse subjects. IS this deliberate? More documentation, less comment?</p> <p>In 5.10 you list criteria where comments will not be accepted. I don't think these are all the criteria. Far more guidance must be provided to the public on what they can and cannot comment on. Large numbers of comments were disregarded at the last consultation for reasons not made previously clear.</p> <p>5.11 is opaque in the extreme. No effort to explain what sort of changes may be accepted or how this will be determined. Basically you are saying that some process will take place and changes might be made, or might not. Very helpful!</p> <p>5.12 Duty to co-operate. Again no detail. However this usually ends up with Basildon taking more houses. People need to understand this.</p> <p>In 5.19 you state “All views made on consultation documents are carefully considered. However, when coming to a decision, a balance has to be made between the representations received, which may conflict with each other, as well as with national and regional planning requirement. In other words, you are saying National or regional requirements can make the whole exercise meaningless. So consultation may well be an expensive waste of time and money...</p>	<p>Plan could be seen by residents in Basildon, Wickford and Billericay aged over 18. These 'promoted posts' reached an average audience of 8,800 people, this significantly outweighed the non-promoted posts which average around a reach of 250 people.</p> <p>Noted. The Council does work with Local Town and Parish Councils to try and facilitate the Local Plan consultation.</p> <p>Noted. The Local Plan, by its legal nature, is a complex document and a detailed and robust evidence base is legally required for the Plan to be considered robust and sound. Officers are always on hand throughout the consultation process to offer advice and answer any questions people may have. Executive Summaries of the statutory documents are also prepared where necessary to help get the main points across.</p> <p>The criteria detailed in 'Commenting on the Local Plan' refers to the grading of comments in terms of whether or not they can be considered, they are not examples of comments in terms of content. Planning Officers are on hand to advise about how to comment on the Local Plan there is also a number of external organisations which can provide assistance as detailed in the Council's 'Looking for help on Planning' document which will be available to view on the Council's website and now signposted in the SCI.</p> <p>There are numerous ways that the Plan may be amended following consultation and until further evidence work is carried out or reviewed it is not necessary to specify them in the SCI. Comments are welcomed on any aspects of the Plan as stated in the SCI and all legally valid comments will be taken into account.</p> <p>Noted. It is included in the SCI for completeness, but it is a legal requirement and the exact implementation of this varies depending on the situation.</p> <p>The Local Planning Authority has a statutory obligation to consult on the Local Plan. This allows it to consider the views of the public and statutory consultees. The Consultation Statements/ Statements of Consultation details how each consultation comment has been reviewed and whether any action should be taken.</p>
SCI2015/150	Mr Bernard Foster		<p>Long statement saying nothing. You will comply with whatever the current legislation is at the time, well one would hope so, but as it is already getting on for 10 years in the making and many feel further away than ever legislation could have changed many more times before conception. This is assuming a plan is not introduced from an outside source due to lack of</p>	<p>Noted. No action required.</p>

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			progress. It is good to try to get more of the community involved, especially the youth and those with communication barriers. The balance could well be how much do you spend try to involve sections of the community that are going to ignore the regulations anyway.	
SCI2015/186	Mr John Rushton		No. I have absolutely no confidence in 'public consultations' including this one. Lip service is being paid, but I am sure that the conclusions are known even before the first comment has been received. I know I'm a pessimist, but this after many years experience.	Noted. The Council are using their resources to the best ability to engage and consult with as many people as possible on the Local Plan.
SCI2015/217 SCI2015/199	Mr Norman Lamb		<p>General</p> <p>The Local Plan will have a very long term impact on every resident: most will experience quality-of-life issues and some will suffer financial loss. It is therefore imperative for the Council to be certain that significant consultation notifications are received by all. This demands a system with integrity equivalent to the general &amp; local election voting provisions. Budgetary constraints must not prevent this being fully implemented.</p> <p>The SCI should clarify whether an individual's comments have equal weight to those from organisations claiming to represent a group of residents. If this is not the case the SCI should state what weighting formula is to be applied.</p>	<p>Noted. The Council are using their resources to the best ability to engage and consult with as many people as possible on the Local Plan. Legislation does not permit these to be of a Referendum format.</p> <p>This is dependent on the comment and whether or not it is a material planning consideration.</p>
SCI2015/221	Mr David Llewellyn		<p>Paragraphs 5.6 and 5.7</p> <p>These paragraphs overlap and create a muddled picture. 5.7 implies that, for example, people living with long-term illness and geographically isolated communities are hard-to-reach groups, yet these are not listed in 5.6. It would be clearer and more concise to dispense with 5.7 and to add any hard-to-reach groups to the list in 5.6. There is no need for 5.7. The Statement should simply set out the Council's policy, not drift into pondering the sociological background.</p> <p>The Council might also like to consider the inclusion of people without access to the Internet as an increasingly hard-to-reach group.</p> <p>Paragraph 5.10</p> <p>The wording of this paragraph needs to be improved as follows:</p> <p>(1) "The criteria below is applied" should read "The criteria below are applied".</p> <p>(2) The paragraph states that criteria are applied but does not explain how they are applied. I am guessing that the Council's intention is to disregard comments in criteria 1 and 2 but to consider comments in criterion 1, in which case the following sentence should be added: "Comments falling within criterion 1 or 2 will not be considered, and those falling within criterion 3 will be considered."</p> <p>(3) In the left-hand column of the table "Criteria" should in all three cases read "Criterion".</p> <p>Paragraph 5.19/5.20</p>	<p>Noted. The SCI content has been reviewed by the Council's Inclusion and Diversity team.</p> <p>The Council uses a variety of consultation methods that are not limited to the Internet.</p> <p>Noted. The SCI section has been amended where necessary. Further clarification to how the Council treat consultation responses has been provided in Table 4.1 and paragraph 4.14 on the Council's policy on publishing responses.</p>

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			It would be helpful to add a statement of the Council's policy on publishing and/or permitting the inspection of the individual responses.	Noted. This has now been included in paragraph 4.14.
SCI2015/243	Billericay Action Group (Mr Alasdair Daw)		<p>Paragraph 5.1 Basildon Council is working towards the production of its consolidated Local Plan. Comment : They are now....</p> <p>The Local Plan and Consultation - Comment: The terms of reference of key documents should be published, that way we don't just see the answer given – we also know what the question was.</p> <p>5.6 Some people and groups are more aware about planning and making their voice heard. Comment : Yes but are often ignored. Should there be a way to request inclusion for certain groups?</p> <p>Paragraph 5.6 The following list is neither inclusive nor exclusive, but reflects seldom heard groups within the community as a whole:  young people;  older people;  disabled people;  minority ethnic groups;  people with caring responsibilities;  the gay, lesbian, bisexual and trans-gender community;  socially-excluded groups;  asylum seekers / refugees;  homeless people;  the Gypsy and Traveller community;  people from deprived areas;  and non-users of council services.  Comment: This is tick box, social engineering. What you are describing here is everyone other than white, well of people and even some of those fit into several of these groups. Pathetic!</p> <p>5.7 The reasons why these groups may be difficult to engage with and as a result are “seldom heard” can arise from a wide range of conditions:  some groups of people, such as working single parents, have less spare time than others, such as retired people;  some people have difficulty understanding written or spoken English;  some people cannot see, hear or communicate verbally (speech impairment);  some people have mobility difficulties;  some groups feel culturally isolated from the mainstream of society's activity;  some groups feel alienated from, or even suspicious of, the organisation that is consulting them;  some communities are geographically isolated;  some people have no permanent address;  some people are living with a long-term illness;  some people are out at work all day;  and some people may just not be interested in being consulted by public</p>	<p>Noted.</p> <p>These are available on request once the projects/studies are completed..</p> <p>The Council has an Inclusion and Diversity team who regularly engage with Community Forums which include a number of hard to reach groups.</p> <p>Noted. The SCI content has been reviewed by the Council's Inclusion and Diversity team and a Service Impact Assessment has informed its final version.</p>

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			<p>bodies.</p> <p>Redacted – inappropriate.</p> <p>5.8 When reviewing planning policies, the Council will make efforts to encourage those who are seldom heard to make their views known. Comment : And yet they managed not to communicate with nearly all of Billericay! What Social Media efforts have gone into the Local Plan recently? 1 online councillor on Facebook and a flaky website.</p> <p>5.9 It is important to recognise that the Council has limited resources, but it will however attempt to engage and facilitate participation in its Local Plan preparation. Comment : Maybe the Council needs to work with interest groups who want to keep the public informed and do less shouting about insane policies in the local press.</p> <p>Commenting on the Local Plan - Comment: It is not easy to comment on such complex documents as individuals due to the size and complexity of the documentation.</p> <p>Paragraph 5.10 Comment: I don't think these are all the criteria. Far more guidance must be provided to the public on what they can and cannot comment on. Large numbers of comments were disregarded at the last consultation for reasons not made previously clear.</p> <p>Paragraph 5.11 Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. Comment : Another opaque exercise behind the scenes. What is the definition of appropriate?</p> <p>Paragraph 5.12 This requires neighbouring authorities and other statutory bodies to consider joint approaches to plan making. Comment : And ends up with Basildon taking housing need from other Councils but not asking other councils to take ours.</p> <p>5.15 Supplementary Planning Documents (SPDs) Comment : What are these and why are they important?</p> <p>5.19 a balance has to be made between the representations received,</p>	<p>Noted. The Council used social media more proactively during the recent Draft Local Plan consultation in 2016. Through Facebook the Council used 'promoted posts' which meant targeted information relating to upcoming exhibitions on the Local Plan could be seen by residents in Basildon, Wickford and Billericay aged over 18. These 'promoted posts' reached an average audience of 8,800 people, this significantly outweighed the non-promoted posts which average around a reach of 250 people.</p> <p>Noted. The Council worked with local Parishes through the Draft Local Plan consultation. The Draft Local Plan consultation was publicised in the local press. Local exhibitions were held all over the Borough which were well attended.</p> <p>Noted. The Local Plan is a complex document and a detailed and robust evidence base is required for the Plan to be considered robust and sound. Officers are always on hand throughout the consultation to offer advice and answer any questions and Executive Summaries are provided where needed for statutory documents.</p> <p>The criteria detailed in 'Commenting on the Local Plan' refers to the grading of comments in terms of whether or not they can be considered, they are not examples of comments in terms of content. Officers are on hand to advise about how to comment on the Local Plan there is also a number of external organisations which can provide assistance as detailed in the Council's 'Looking for help on Planning' document which will be available to view on the Council's website.</p> <p>There are numerous ways that the Plan may be amended following consultation and these are unknown until further evidence work is carried out. Comments are welcomed on any aspects of the Plan as stated in the SCI all comments will be taken into account.</p> <p>Noted.</p> <p>Noted. This section has been amended to provide examples.</p> <p>It is a statutory requirement to consult on the Local Plan. This allows</p>

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			<p>which may conflict with each other, as well as with national and regional planning requirements. Comment : In other words, they are saying National or regional requirements can make the whole exercise meaningless.</p> <p>Do you think the consultation procedures will enable you to find out about consultations on the Local Plan, and other planning documents, and enable you to make your comments known? Comment : No. Consultation procedures failed before and there is nothing new here that will rectify the problem.</p>	<p>the LPA to consider the views of the public and statutory consultees. The Consultation Statements/Statements of Consultation details how each consultation comment has been reviewed and any action taken.</p> <p>Noted. This representation reflects the views of this consultee in respect of previous consultations on the Local Plan Core Strategy. After each consultation a 'debrief' takes place to identify lessons learnt. These lessons learnt were applied in the most recent consultation on the Draft Local Plan, which took place after the consultation on the SCI closed. It is considered that this approach to learning from past experiences has ensured that the Draft Local Plan consultations carried out in 2016 were better advertised across a range of media platforms.</p>
SCI2015/254	Mr Michael Andrews		<p>5 General; The 2014 Consultation on the Local Plan, entitled, 'Basildon 2031' was characterised by its failure to connect initially with many of the residents who would be most affected by its outcomes. A review of the major shortcomings is illustrative;</p> <p>The name chosen for the Consultation, 'Basildon 2031' was inappropriate. Residents live in settlements such as Wickford, Ramsden Bellhouse, Billeircay OR Basildon, for example. Few residents naturally associate themselves with the Borough of Basildon. To many residents the phrase 'Basildon 2031' would suggest another rebuilding of the Basildon Town Centre, not the destruction of swathes of Green Belts around their own settlement.</p> <p>The Local Plan will, for many residents, have the most far reaching impact of any Council decision, and could potentially affect their quality of life for generations to come. This was not made clear in the literature prepared by the Council.</p> <p>Given the potential impact it was inappropriate to rely on information routes which did not offer guaranteed coverage. Press and Broadcasting's own figures claim only fractional coverage. The misleading title, as already described, also meant that coverage in the Borough Diary was unhelpful in raising resident's interest. Only a clear, individually addressed communication to each household, costly though this might be, is appropriate in this instance.</p> <p>Given that a number of groups have been formed to represent residents interests ongoing, regular, constructive dialogue with these groups is to be encouraged to ensure previous difficulties are minimised. It is disappointing that groups in existence before the initial 'Basildon 2013' consultation were treated by BBC as enemies rather than potential allies in ensuring the widest audience was consulted, always assuming that was indeed the desire of the Council and its officers.</p> <p>Residents elect Councillors to represent them. Too many Councillors have</p>	<p>Noted. This branding has not been carried forward.</p> <p>Noted. This branding has not been carried forward.</p> <p>Noted. Recent publicity of the Draft Local Plan has been approached differently to take on board this point.</p> <p>Noted. A variety of methods were used in the publicity of the Draft Local Plan including a special Borough Diary editions sent to 74,000 households, direct emails and letters to consultees registered on our database, press adverts, radio and cinema advertising and social media and website advertising.</p> <p>Not all planning policy consultations would necessarily generate an interest which is Borough wide and therefore the method and approach to engagement and consultation, including who to engage or consult with will remain determinable prior to each consultation project as appropriate.</p> <p>Noted: The purpose of the SCI to set out the standards for</p>

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			<p>ignored their responsibilities to their electors citing, incorrectly, their involvement in the various 'processes' thus leaving many electors disenfranchised.</p> <p>Specific comments; 5.1 This section should make clear that the Local Plan also identifies areas where development will not be allowed.</p> <p>5.5 Whilst different scales of consultation may well be appropriate to the specific documents being reviewed this section relates to the development of and Consultation on the Local Plan. As already described this is of the most crucial interest to all residents. The scale of consultation needs therefore to be one which ensures the maximisation of engagement.</p> <p>5.6 Adds no value to the document other than to demonstrate to someone unknown the authors level of Political Correctness.</p> <p>5.7 Patronising or statements of the blindingly obvious.</p> <p>5.9 Financial constraints should not be used as an excuse to limit public participation. The Council should be willing to explore all opportunities to efficiently work with its electors including the establishment of regular, ongoing, constructive briefing sessions for local resident's groups on matters of public interest or potential impact. The Local Plan is one such subject.</p> <p>5.10 Unclear. Are these all included, excluded or otherwise ?</p> <p>5.18 How does the Council decide what is 'appropriate', where is the decision process detailed ? How do resident's groups become involved if the Council genuinely wishes to involve those most likely to be affected by SPD's ?</p> <p>5.19 For completeness and honesty add after 'national and regional planning requirements' 'and Government policies, public or hidden'.</p> <p>Question 8 – not necessarily. See specific comments above.</p>	<p>community involvement going forward which will hopefully address some of those concerns that arose in 2013. The SCI addresses all stages of the consultation process including not only the advertisement of consultation events and engagement activities, but also how consultation responses are reported back to elected Members.</p> <p>Noted. Amended accordingly.</p> <p>Noted: It is recognised that the Local Plan is a crucial development plan document requiring extensive engagement. The level of activity and investment recently expended to engage with residents on the Draft Local Plan is testament to this. Supplementary Planning Documents which address matters of detail would not always require the same level of activity or investment.</p> <p>Noted. The SCI content has been reviewed by the Council's Inclusion and Diversity team and a Service Impact Assessment has informed its preparation in accordance with the Equalities Act 2010..</p> <p>Noted. Financial constraints do apply to the Local Plan and the Council will always try and balance the most cost effective consultation methods to involve the different communities that could be interested. This is based, in part on previous experience it has achieved and the different types of documents being consulted on.</p> <p>Table 4.1 has been amended to provide further clarification.</p> <p>Resident's groups can register on the Council's online consultation portal in the same way that individuals can which allows notifications to be sent in relation to chosen aspects of planning which are selected when registering.</p> <p>All national policy is available to view electronically at GOV.UK. The Council does not apply any national policy which is not publicly available.</p>
SCI2015/260	Historic England (Mr Tom Gilbert-Woodridge)		<p>With regards to local plans, neighbourhood plans, community infrastructure levy schedules and sustainability appraisals / strategic environmental assessment, it would be helpful if Section 5 clarified the specific consultation bodies in each case, which includes Historic England. As you are aware, consultations relating to these documents should be sent to our generic email address eastplanningpolicy@historicengland.org.uk</p>	<p>Noted. Information regarding statutory consultees for planning applications is available in the following piece of legislation: <i>The Town and Country Planning (Development Management Procedure) (England) Order 2015)</i></p>

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SCI2015/263	David Llewellyn Dunton Community		<p>Dunton Community Association submits the following response to the consultation on the draft Statement of Community Involvement:</p> <p>(1) We propose the insertion of a new paragraph 5.7 reading as follows:</p> <p>“Where the Council has a preferred option it will state its preference and the reasons for it. The Council will, however, present the relevant facts objectively to consultees. The Council will avoid promoting its preferred option by means of marketing-style techniques (including attractive images and workshops), or understatement of the drawbacks of the preferred option, or any other means of influencing the outcome of the consultation in favour of the preferred option.”</p> <p>(2) In relation to paragraphs 5.7 and 5.8, and in particular the reference to isolated communities, we would point out that if the Council is to adopt this approach it will have to change radically its current practice. Communication of the existence of the 2014 consultation on the Core Strategy Preferred Options Report to the residents of Dunton Wayletts was non-existent. The Council should have made all the more effort to ensure that this community was aware of the consultation in view of the extreme impact that the proposals would have on the village.</p>	<p>Different consultation methods suit different individuals. Many planning documents can be lengthy in order to provide the detail necessary to suit a range of stakeholders including other planning professionals. It is not always possible for those with no, or only a basic, understanding of planning to access these documents, or indeed want to get involved in a consultation. Therefore, graphics such as diagrams and maps are prepared to assist with understanding, and workshops are used to provide people with the opportunity to provide comment and ask questions. These are valid consultation techniques for engaging with a wider audience and the Council will give consideration to all valid techniques when planning or undertaking consultations to ensure engagement is effective in reaching the target audience. It should be noted that neither of the techniques objected to in this representation prevented residents from raising valid concerns about the development proposed.</p> <p>After each consultation a ‘debrief’ takes place to identify lessons learnt. These lessons learnt were applied in the most recent consultation on the Draft Local Plan in 2016, which took place after the consultation on the SCI closed. It is considered that this approach to learning from past experiences ensured that the Draft Local Plan consultation was better advertised across a range of media formats. Details of the consultation methods used and the results of the consultation are set out in a Statement of Consultation, prepared following the close of consultation.</p>
SCI2015/283	Mr Roland Lazarus		<p>Yes but it may exclude others.</p> <p>The title Basildon 2031 put people off last time. It could give the impression it only concerned the new town. The feature in the Council newspaper did not include a map showing where may be affected. An alternative title could be something like Basildon Borough Re-Development to 2035 with a strap line like: affecting everyone in Basildon, Billericay, Wickford and intervening areas.</p> <p>Why did BBC signally fail in its duty to cooperate with Chelmsford Borough Council on the last version of the Plan and consult ECC on the wrong number of new dwellings proposed and the need for new school places?</p> <p>The new Local Plan is too important and too large to apply the minimum required periods of consultation. Some will only find out about it part way through the period. The period for consultations should proportionate to the length and number of documents in the evidence base of the consultation. The outcome resulting from the consultation and responses to it can begin before it is completed so the work on the new Local Plan is not delayed. Members of the public who respond to the consultations do so in their spare time. The deadline for responses should not be the end of a working day. It should be the start of the next working day or midnight for emails and the time of the last postal delivery for post.</p>	<p>Noted. Recent branding of the Draft Local Plan was amended.</p> <p>This does not fall under the remit of the SCI and is a matter for the relevant authorities to raise and address as part of Local Plan development.</p> <p>Noted. There is a nationally set statutory time period required for consultation as part of Regulation 18 Local Plan which is 6 weeks. Basildon Council exceeded the minimum requirement and consulted on the Draft Local Plan for 8 weeks. How consultation responses are processed in terms of planning officer workload is not a matter for the SCI. The deadline for responses to Local Plan consultations can vary and is set following discussion with the relevant Cabinet Member in the recent Draft Local Plan consultation was midnight.</p>

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SCI2015/306	Ms Lorraine Collins		If you really want to communicate the significance of the Local Plan to local people you need to present the info in easy to understand format by display in prominent Council premises with staff to hand to ask and make comment to.	Noted. The document is available to view in public places including the Basildon Centre and main local libraries. Local Plan consultations often involve public exhibitions with staff on hand to answers any questions. Officer's are also available on the phone and by email to answer queries.

**Question 9. Chapter 5: How the Council will consult on the Local Development Framework documents. How comments are dealt with. Do you agree with the approach the Council will take to dealing with comments received on the Local Plan, and other planning documents?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/55 SCI2015/124 SCI2015/295  SCI2015/319 SCI2015/329	Mr Philip Davenport Mr Matthew Staines Mr and Mrs Patrick and Jennifer Holloran Mr Barrie Stone Mrs Tina Burton		Yes.	Noted. No action required.
SCI2015/339	Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/26	Mr Alan Pooley		I'm concerned that the Council will take what I consider to be a 'politically correct' stance in dealing with comments. Specifically, I don't expect limited resources to be used in circumstances where individuals cannot speak or understand English, or are from so-called minority groups that often appear to receive more consideration than others.	The Council is legally required by the Equalities Act 2010 to ensure that those with a protected characteristic have equal opportunity to participate within the community and civil activity. This includes being able to participate in planning consultations. This will mean that in some circumstances the Council will need to make specific arrangements for some individuals to participate e.g. providing language translation services, using halls with disabled access for consultation events etc.
SCI2015/35	Dr Philip Gibbs		I have looked at the council's responses to comments on earlier Local Plan consultations and I do not find that they are all "carefully considered" The risk if the council does not provide adequate responses is that people will make representations to the planning inspectorate at a much later stage of the process. If the planning inspectorate agrees with the representation then the whole plan could be found unsound resulting in long delays before adoption.  I think the council needs to do more to address comments especially those that are more substantial and that provide carefully thought out evidence e.g. the lengthy comments from campaign groups. The council should consider inviting commenters to discuss the council's response so that at least some differences of opinion can be addressed at an early stage. This may sound like a burden but it is better than having the Local Plan thrown out by at its final inspection.	Noted. All comments received as part of a planning policy consultation will be collated, analysed, summarised and taken into account in decisions made by the Council. Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. A statement of consultation is then produced detailing the Council's response and resulting actions.  Noted: The purpose of the SCI to set out the standards for community involvement going forward which will hopefully address some of those concerns that arose in 2014. The SCI addresses all stages of the consultation process including not only the advertisement of consultation events and engagement activities, but also how consultation responses are reported back to elected Members.
SCI2015/73	Miss Liane Swainland		5.15 and 5.18 the use of Supplementary Planning Documents is an agreeable way of allowing the council to develop and gather a range of evidence to support development and ensure understanding. The 'Duty to co-operate bodies' is something I hope would be successfully managed and organised after such a facility as Laindon Community Hub has been established within the Local Shopping Centre so if any local people or outside investors had any business plans or proposals Laindon Community Hub could be used as a centre to gain the ideas of the locals and any outside investors who may be sourced by the Management	Noted. No action required.

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
			committee.	
SCI2015/93	Mr Mike Paterson		Yes, but I would add that the criteria detailed in 4.10 should be applied equally to everybody including minority groups who should not be able to abuse any minority status in their comments.	Noted. All comments are considered regardless of whether they are from a minority group.
SCI2015/134	Mr Stuart Dickson		No. Nothing here gives me any confidence that comments are even welcome and if they are received, they can safely be ignored and the box ticked.	Noted. All comments received as part of a planning policy consultation will be collated, analysed, summarised and taken into account in decisions made by the Council. Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. A statement of consultation is then produced detailing the Council's response and resulting actions. If people are still aggrieved they can consider whether to make their points known through the final consultation which gets passed to the Planning Inspector examining the Local Plan.
SCI2015/151	Mr Bernard Foster		There will always be a degree of conjecture as to whether or to what degree comments are considered. It does come sometimes down to individuals as has recently been proven. It can be more honest and transparent when handled by some as opposed to others, but this can sometimes involve extra time. As the arguments are still going on from the last attempt at a plan with Basildon's north south divide getting wider and the infrastructure equally poor everywhere. Will you at the end of the day be able to demonstrate that the decision you have taken are balanced, fair and in the best interests of everyone??	Noted. The Local Plan must be positively prepared, justified, effective and consistent with national policy in order to be found sound.
SCI2015/159	Billericay Town Council Miss Deborah Tonkiss		The Billericay Design Statement should be quoted as an example of in-depth community involvement.	The Billericay Conservation Area Shop Front and Design Guide has been included as an example in the SCI in paragraph 4.22.
SCI2015/187	Mr John Rushton		No. The Council makes it clear that resident's comments will be overridden by Government. The word 'requirements' in the phrase 'national and regional requirements' is clear. Nothing here gives me any confidence that comments are even welcome and if they are received, they can safely be ignored and the box ticked.	Noted. All comments received as part of a planning policy consultation will be collated, analysed, summarised and taken into account in decisions made by the Council. Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. A statement of consultation is then produced detailing the Council's response and resulting actions. If people are still aggrieved they can consider whether to make their points known through the final consultation which gets passed to the Planning Inspector examining the Local Plan.
SCI2015/244	Billericay Action Group (Mr Alasdair Daw)		How comments are dealt with Do you agree with the approach the Council will take to dealing with comments received on the Local Plan, and other planning documents? Comment : No. Nothing here gives me any confidence that comments are even welcome and if they are received, they can safely be ignored and the box ticked.	Noted. All comments received as part of a planning policy consultation will be collated, analysed, summarised and taken into account in decisions made by the Council. Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. A statement of consultation is then produced detailing the Council's response and

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			<p>5.21 The Sustainability Appraisal (SA) is an integral part of the plan preparation process and it is required for each Local Plan document and for some SPDs. Comment : Have we seen one?</p> <p>5.25 The Act introduced Neighbourhood Development Plans (NDPs) and Neighbourhood Development Orders (NDOs) which are a new way of guiding local development.(19) NDPs and NDOs provide the opportunity for local councils and community groups (as designated neighbourhood forums) to produce a set of policies for the future development in their neighbourhood areas and to directly grant planning permission for specific types of development within the defined neighbourhood area. Comment : When do we see these then? Who is involved?</p> <p>5.26 Consultation during the preparation stage of these plans or orders is undertaken by the Parish council or neighbourhood forum and does not therefore need to meet the requirements of this SCI. However, Basildon Borough Council, as a LPA, has a statutory duty to assist Parish councils and neighbourhood forums in the preparation of NDPs and NDOs and to take them through a process of examination and referendum. Comment : So BTC are doing this?</p> <p>Paragraph 5.29 Comment : Yes but BBC does not build the infrastructure. We have to see more information about how infrastructure is planned first, then decide how to use money. There is little point in building houses all over the town and collecting Infrastructure Levies, then deciding how to spend the pot afterwards.</p>	<p>resulting actions. If people are still aggrieved they can consider whether to make their points known through the final consultation which gets passed to the Planning Inspector examining the Local Plan.</p> <p>A Sustainability Appraisal was produced and consulted on along with the recent Draft Local Plan.</p> <p>There are at present no adopted NDPs or NDOs within the Borough and up to date information on neighbourhood planning is provided on the Council's website (<a href="http://www.basildon.gov.uk/neighbourhoodplanning">http://www.basildon.gov.uk/neighbourhoodplanning</a>).</p> <p>Neighbourhood planning is community led, not Borough Council led.</p> <p>A Local Council is the responsible body for preparing an NDP and NDOs within their parish area and a community group (capable of becoming a Neighbourhood Forum) would be the responsible body in non-parish areas. If you live within a parish area you will need to contact your Local Council to find out if neighbourhood planning is happening in your area. If you live outside of a parish area you can form a community group and go through the formal stages to prepare an NDP or NDO. The SCI has been updated to provide further clarification.</p> <p>Noted. This does not fall under the remit of the SCI, rather the Infrastructure Delivery Plan and Community Infrastructure Levy.</p>
SCI2015/255	Mr Michael Andrews		<p>Question 9 – No. The Council has made clear that resident's comments will be overridden by Government diktat. The word 'requirements' in the phrase 'national and regional requirements' is clear.</p>	<p>Noted. All comments received as part of a planning policy consultation will be collated, analysed, summarised and taken into account in decisions made by the Council. Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. A statement of consultation is then produced detailing the Council's response and resulting actions. If people are still aggrieved they can consider whether to make their points known through the final consultation which gets passed to the Planning Inspector examining the Local Plan.</p>
SCI2015/284	Mr Roland Lazarus		<p>Why were my many of my comments on the Planning Obligation Strategy Supplementary Planning Documents (SPD) ignored? This is particularly disappointing as it would have resulted in achieving the desired requirement of social and private affordable homes being achieved with</p>	<p>Noted. This does not fall under the remit of this SCI.</p> <p>All comments received as part of a planning policy consultation will be collated, analysed, summarised and taken into account in</p>

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			<p>less loss of land. This makes me feel disenfranchised and less inclined to take further consultations seriously.</p> <p>In 5.1 insert “and cannot” between “can” and “happen”.</p> <p>At 5.31 insert “or exceed requirements of” before “the minimum”.</p>	<p>decisions made by the Council. Where appropriate, changes will be made to the Local Plan to reflect comments received before it is progressed to the next stage. A statement of consultation is then produced detailing the Council’s response and resulting actions.</p> <p>Noted. Amended where required.</p>
SCI2015/307	Ms Lorraine Collins		<p>You need to work much harder at communicating what the Local Plan is - you are unlikely to get much grass roots comment if you have not fully explained what the Local Plan is to people.</p>	<p>Noted. Recent Local Plan consultation has been altered to provide further clarification. Staff are always on hand to answer questions where possible.</p>

**Question 10. Appendix 2: A Selection of Consultation Methods. Consultation Methods. Would these consultation methods allow you to find out about, and get involved on planning consultations? Which methods would work best for you?**

Comment ID	Consultee	Agent	Comment Received	Response and Action to be taken (if applicable)
SCI2015/340	Great Burstead and South Green Village Council (Mr Martin Ainscough)		No comment.	Noted. No action required.
SCI2015/56 SCI2015/320	Mr Philip Davenport Mr Barrie Stone		Yes the consultation methods would allow me to find out about planning and get involved in planning consultations..	Noted. No actions required.
SCI2015/8	Mr Mervyn Wharton		Yes comprehensive list. What works best for me = internet, media, leaflets, community surveys	Noted. No action required.
SCI2015/125	Mr Matthew Staines		Consultation methods - comprehensive. Email/ website are best for me.	Noted. No action required.
SCI2015/94	Mr Mike Paterson		Email works well as do the local planning events. It would be good to be advised of these events other than in the District Diary which still is not sent to every household despite us footing the bill for it!	Noted. The Council has invested in a number of various consultation methods for the Draft Local Plan which it felt reached a wider audience with.
SCI2015/194	Mr Michael Beiley		More emphasis on face to face interviews would help.	Noted. This type of consultation is used when the Council holds exhibitions for consultation events such as the Local Plan. Officers are on hand to answer questions on a face to face basis
SCI2015/27 SCI2015/28	Mr Alan Pooley		I agree with the approach although I'm not entirely clear what I would do if I was of the view that my comments had been ignored/disregarded. I prefer the email method of information, but only if and when I am able to access data through the portal.  I agree with the approach. Email, access through the portal are the most acceptable methods for me but I also want to be able to receive data via mail (and this is important for individuals who have no internet access) as well as the ability to speak at Council meetings, if necessary.	Noted. No action required.
SCI2015/74	Miss Liane Swainland		5.25, 5.26 and 5.27 The introduction of NDPs and NDOs are definitely relevant to the idea of establishing Laindon Community Hub which would benefit from the support of the council.  5.29 is well worded and well put and will most certainly be a consultation I'd like to be a part of in the hope that by having an agreeable charging scheme for local businesses more people will want to invest within the area.  Within section 6 and 7 Appendix 1 and 2 there are many key points that stand out and would coincide with the development of Laindon Shopping Centre and also the Regeneration of Basildon Town Centre.	Noted. No action required.

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			All of the actions listed with the two appendices will definitely enable me to get involved with the public consultation programme and any employment, training or business schemes circulating the local area enabling ideas to be generated.	
SCI2015/135	Mr Stuart Dickson		<p>No as they are not in place and we have heard of no plans to introduce them this side of the next Local Plan. An integrated forum of BBC, town councils and community groups needs to be established to discuss the Local Plan properly, including Infrastructure.</p> <p>5.25 NDPs – When do we see these then? Who is involved?</p> <p>5.29 CILs – Yes but BBC does not build infrastructure. We have to see more information about how infrastructure is planned first, then decide how to use the money. There is little point in building houses all over the town and collecting Infrastructure Levies, then decision how to spend the pot afterwards. Towns like Billericay are choked already and just building more homes with no immediate infrastructure will only make things much worse, very quickly.</p>	<p>Noted. A variety of these consultation methods were used to advertise the Draft Local Plan consultation with specific engagement offered to Local Councils.</p> <p>There are at present no adopted NDPs or NDOs within the Borough and up to date information on neighbourhood planning is provided on the Council's website (<a href="http://www.basildon.gov.uk/neighbourhoodplanning">http://www.basildon.gov.uk/neighbourhoodplanning</a>). Neighbourhood planning is community led, not Borough Council led. A Local Council is the responsible body for preparing an NDP and NDOs within their parish area and a community group (capable of becoming a Neighbourhood Forum) would be the responsible body in non-parish areas. If you live within a parish area you will need to contact your Local Council to find out if neighbourhood planning is happening in your area. If you live outside of a parish area you can form a community group and go through the formal stages to prepare an NDP or NDO. The SCI has been updated to provide further clarification.</p> <p>Noted. This does not fall under the remit of the SCI, rather the Infrastructure Delivery Plan and Community Infrastructure Levy.</p>
SCI2015/152	Mr Bernard Foster		<p>Letters - expensive in time and cost, also accuracy of address data base has been questioned.</p> <p>Internet - should probably be most cost effective but council website has in the past not been the most reliable, although recently much improved. Probably most likely to get response especially if fed out in bite size segments like building blocks. Speeds throughout rural areas are poor or worse. Still not universally used but percentage ratio continually improving.</p> <p>Media - Newspaper - As stated specialist press will only reach specific groups, free papers are only delivered to certain easy to reach areas therefore could only be used as part of larger plan.</p> <p>Advert/ Notice - placement dictates number of viewers, ratio of viewers to amount of information is usually inversely proportion.</p> <p>Leaflets/ brochures - As letters above if posted, Means of putting basics</p>	Noted. No action required.

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			<p>out into community, response could be predicted.</p> <p>Public exhibitions/road shows - Possibly one of the few ways to gain additional views if locally advertised first. Could become confrontational with release to submit an opinion, Limited gain of long term involvement but could help dispel some myths if message is consistent.</p> <p>Written consultation/community surveys - See little gain except in exceptional circumstances. Most people want limited or no development and all can quote poor or worse infrastructure as a reason. Without debate minds are unlikely to be changed and any replies are most likely to be from previous contributors.</p> <p>Citizens Panel - Unless it has a large number of members it is unlikely to be representative to start with and will move further away as time passes. Who would know of its existence, hence no approach to members from residents they are therefore representing their own ideals. To be effective would be costly.</p> <p>Public meetings - Similar to Public exhibitions and road shows but with less chance of visual aids which are often advantageous.</p> <p>Focus Groups - Effectiveness totally dependent on a good member balance which is hard to achieve especially when covering a broad spectrum of subjects. Will be viewed with scepticism by general public unless convinced the aim is to create the best solutions for residents and not for select groups or parties. The Joe Bloggs test!! Is it just political and who is there for me??</p> <p>Pre existing panels/ area forums, including the Local Strategic Partnership - This is the route the majority of people who already have any involvement expect and fear will take centre stage. It logically carries on from where we are by upholding the illusion of diversification allows the largest, most forceful and well organised groups to promote their cause at the expense of others whilst restricting any new unwanted input. Could add to the chaotic scenes currently enacted within the existing working groups.</p> <p>Workshops - including engagement with 11-18 age group through school - A lot of schools have internal involvement polices even at infant level. There is always going to be the possibility to introduce bias either intentionally or unintentionally but I believe this idea although possibly having limited immediate payback is visionary and should be looked at further. For adults would probably end up as just another focus group.</p> <p>Drop in surgery or meeting - Would tend to attract similar patrons as the road show or exhibitions, those possibly to reserved to attend or speak at a public meeting thus effectiveness down to advertising, timing and delivery. Cost effectiveness could be area specific.</p> <p>Steering/Advisory Group/ Service User Group - As a council group designed to meet its needs it will automatically be received with some scepticism. It's the definition of "the people who know" that will be</p>	

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			<p>analysed and possibly revised to those who have the agreed or wanted answers. The right group if properly lead could generate new ideas and detect potential pitfalls in certain areas, but at a time when external representation is being removed from decision making panel's effectiveness and acceptance will be determined at the conception.</p> <p>Speaking at Council committee meetings - Will involve few other than those already interested and although small risk of confrontation depending on subject could allow for an increase of data base possibly even progress on specific items.</p> <p>Planning for Real/ Concept Statements / Community planning events</p> <p>- Models, site visits photos and other illustrations are used interactively, to allow the public to influence planning, development and environmental decisions. This would be the most progressive way and if advertised correctly could end up being the most interactive and therefore most informative. A picture could save a thousand words and be more convincing. Possibly the most expensive and protracted to set up but could still end up quickest and most cost effective when analysed against progress made. Whether it can be a venue or a series of venues could determined it final effectiveness but ultimately for residents to have a worthwhile interaction with planners they will have to attend some form of venue. The greatest cost to everybody will be not to develop a plan in time.</p> <p>Social media - Facebook and Twitter - There is a continuous development of social media sites which would have to be considered at the time of distribution. Wide audience generally below a certain age with each site attracting a specific section of the community. Could be a way of attracting interest or comment from sections of the community not normally reached. The poor quality of internet especially in rural areas would limit its effectiveness and to attract a response would require brief easy to digest statements. This not a reflection on those using the media but to include those who normally use their mobile phones as a means of general communication.</p>	
SCI2015/228	Dr Bill Temple-Pediani		<p>The experience of my company elsewhere is that Local Authorities consult energy distribution companies like National Grid and UK Power Networks (which are not generators) to then embark major property developments serving communities without a generator guaranteeing a supply of electricity and heat will be made available to those communities.</p> <p>To the best of our knowledge, that is how Basildon Borough Council is progressing Dunton Garden Suburb in collaboration with Brentwood Borough Council.</p> <p>In their development of Dunton Garden Suburb, Local Authorities have the option of approaching a major utility (E.ON, SSE et al) or encouraging the development of a decentralised community-led Combined Heat &amp; Power scheme. In the present case, Dunton Combined Heat &amp; Power (DunCHP) under development by KTI Energy Limited.</p>	Noted. This does not fall under the remit of the SCI.

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			<p>Furthermore, when encouraging DunCHP, Local Authorities have a legal obligation to promote generation from low carbon fuels rather than from fossil fuel. We refer to:</p> <p>s.2.5.26-2.5.27 of National Policy Statement for Renewable Energy Infrastructure(EN-3), 2011;</p> <p>s.93-97 of National Planning Policy Framework;</p> <p>s.4 of National Planning Policy for Waste 2014;</p> <p>s.38 of the Infrastructure Act 2015.</p> <p>On the supply of biomass/WDF fuel, Local Authorities should make clear to Waste Planning Authorities that they will require a supply of WDF produced from both household and non-household waste otherwise they may not be able to lawfully continue development of Dunton Garden Suburb.</p> <p>The Statement of Community Involvement should make this information available to its Community particularly s.38 of the Infrastructure Act 2015 which enables the Community to part or wholly own DunCHP and share in its profit. The Basildon SCI in time should be shown to the Inspectors of the Basildon Local Plan and Brentwood Local Plan in proof of the good faith the Councils have towards abating climate change from their Community.</p>	
SCI2015/245	Billericay Action Group (Mr Alasdair Daw)		<p>Comment : No as they are not in place and we have heard of no plans to introduce them this side of the next Local Plan. An intrgrated forum of BBC, town councils and community groups needs to be established to discuss the Local Plan properly, including Infrastructure.</p>	<p>Noted. A variety of these consultation methods were used to advertise the Draft Local Plan consultation with specific engagement offered to Local Councils.</p>
SCI2015/256	Mr Michael Andrews		<p>7 Appendix 2</p> <p>General; Could be interpreted as discouraging comments which disagree with the Council's. A vocal public is seen as a disadvantage whereas it should be seen as an encouraging sign of Localism in action.</p> <p>Letter – Why is this labour intensive or high cost ? One letter, multiple automated addressing.</p> <p>Internet/website- surely 'initial infrastructure costs' have already been covered. Why is specialist help required ?</p> <p>Media/Newspaper – This is NOT wide reaching as your comment 'take up varies' confirms. Local newspapers and radio stations have limited and variable coverage and take up.</p>	<p>Noted. No action required.</p> <p>Noted. Letters can be labour intensive where mechanical envelope stuffing is not possible and where thousands of letters are produced, this causes it to become high cost with the added cost of postage.</p> <p>Noted. Initial infrastructure costs if the internet is not available which it is not in all areas. Specialist help may also be required where a person has not used a computer or the Internet before, or does not have the confidence to.</p> <p>Noted. Free newspapers are considered as wide reaching as delivered to a larger proportion of the Borough.</p>

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			<p>Media Advert/notice – NOT wide reaching for same reason as above. Why is this high cost , particularly in local media outlets ?</p> <p>Leaflets/brochures – why is this high cost ?</p> <p>Public exhibitions – why is this unrepresentative ? Surely this provides an opportunity to meet with the most interested and potentially knowledgeable on their specific areas. Why is this high cost ?</p> <p>Written consultation, etc – Suggestion that may be unrepresentative depending on who responds is surely a concept of democracy. If the analysis is time consuming surely that is the price we pay for true Localism.</p> <p>Citizens Panels – Where are these established and documented ? Not been able to find anyone who knows of them. Varying response rates are a feature of democracy unless people are to be forced into responding. Surely it is a benefit for panel members to become knowledgeable in order to be able to engage more effectively.</p> <p>Public meetings - Given the behaviour of Councillors in Council Meetings complaining about a ‘vocal public’ is hypocritical. Surely encouraging the public to be vocal is an advantage.</p> <p>Pre existing panels etc – who are these and where are they documented ? Those nasty vocal public again ! ‘Could end up being dominated by a small clique’ – so a bit like a Council then ?</p> <p>Speaking at Council Meetings - second ‘advantages’ bullet incomplete. Those darned ‘vocal’ public again. Why is it unlikely to be representative ? Surely it will be representative of those who have a view.</p> <p>Social media – The issue is not so much peoples access to Internet, more likely their lack of desire to use social media.</p> <p>Question 10 – Depending on the subject under review each of the methods may have its merits. A number of residents groups exist with a particular interest in the sustainable development of their communities and the protection of the quality of life of residents and the character of their settlements. It is not clear into which category these would fall, however,</p>	<p>Noted. Media adverts can be high cost depending on the type of advert and the frequency required.</p> <p>Noted. Leaflets/brochures are high cost compared to other methods due to design labour to create them and costs to print and distribute.</p> <p>Noted. Public exhibitions are not always attended by a large representative proportion of the Borough residents. Can be high cost compared to alternatives due to staffing costs and venue hire.</p> <p>Written consultation – Noted: Legally, all consultation responses on planning matters must be in writing. It is recognised that this may not result in a representative outcome as it is normally only those with the time and inclination to respond who do so. Consequently, it is appropriate that a range of techniques are used to engage a more representative outcome. The purpose of the table is to identify the costs and benefits associated with each form of consultation. It is timely to analyse and summarise written consultation responses. This is a fact which cannot be denied. This does not mean that the Council will not use this technique, but the SCI is just aware of its costs.</p> <p>Noted: The Citizens Panel is a demographically representative consultation group managed corporately for the Council as a whole as part of its Consultation and Engagement Policy 2014. It is not specific to planning and is not therefore a matter for the SCI.</p> <p>Noted.</p> <p>Noted. Pre-existing panels can provide specialist advice on certain topics and are therefore useful in the consultation process. The list of pre-existing panels is lengthy and exhaustive, an example of one would be the Local Wildlife &amp; Countryside Forum or Community Diversity Council.</p> <p>Noted. Speaking at Council Meetings – Amended. Small number of people may be willing and able to speak.</p> <p>Noted.</p> <p>Noted.</p>

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			continued, regular, constructive dialogue with such groups can only be to the advantage of the Council and its residents.	
SCI2015/266	Ms Rose Griffin-Twiddell		Appendix. Page 35 - Citizens Panels - as with parish councils. Positions for these panels must be properly advertised so that they are filled by genuine people and not "the planning committee/director's yes men"	Noted. This does not fall under the remit of the SCI. The governance rules of the way planning applications are decided by the Local Planning Authority falls under the remit of the Council's Constitution.
SCI2015/274	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		Appendix Page 35 – How is a citizen's panel formed/advertised. Invitees to join a Citizen's Panel should be widely advertised not just via the library or newspaper but via groups like Residents Association, Women's Institutes, U3A etc. No little cliques, to make up these panels, should be allowed to be formed.	Noted. The Citizens Panel is a demographically representative consultation group managed corporately for the Council as a whole as part of its Consultation and Engagement Policy 2014.
SCI2015/285	Mr Roland Lazarus		The repeated use of "will" in the form provided with this consultation suggests no changes will be made as a result of this consultation. I'd like to think that is not true.	Noted. No action required. A number of amendments have been made.
SCI2015/296	Mr and Mrs Patrick and Jennifer Holloran		Yes. Email, dates and locations of public consultation and draft planning proposals.	Noted. Email is used where possible to consultees registered on the Council's online Consultation Portal.
SCI2015/308	Ms Lorraine Collins		Personal invitation to a proper event!!	Noted. This is not always possible due to budget constraints. Different methods of raising awareness of consultations are used based on the type of document being consulted on and the possible reach the method has to the public.
SCI2015/330	Mrs Tina Burton		Small local item - letter. Larger schemes - newspapers, existing forums e.g. Community Panels, Public Exhibitions, local library info.  I have reviewed this online during my lunch breaks on my works computer. It is a long and complex document.	Noted. Effort has since been made to reduce the document in size whilst ensuring all relevant information is retained.
SCI2015/344	Billericay Design Statement Association		The Billericay Design Statement should be quoted as an example of in-depth community involvement.	The Billericay Conservation Area Shop Front and Design Guide has been included as an example in the SCI in paragraph 4.22 in relation to SPD's.

### Any other comments

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SCI2015/225	Dr John L Victory		<p>Par 1.4: No details of consultees are provided in this draft as stated, i.e.</p> <p>The Statement of Community Involvement (SCI) seeks to ensure active, meaningful and continued involvement of local communities and stakeholders in planning. The SCI outlines the Council.s standards for community involvement in the planning process and identifies ways it will achieve these standards. It sets out how, when and who will be consulted on:</p> <p>A list of the proposed consultees is required otherwise how can it be foreseen that all statutory and local interest groups are going to be consulted?</p> <p>Par 1.14: The statement in this clause (see below) doesn't seem logical. If the SCI is deemed to define who is to be consulted and when, surely it must be examined at each event to ensure that it is adequately meeting the needs of full consultation.</p> <p>2008, the SCI is no longer considered a development plan document. This means that during the preparation process the SCI will no longer be subject to examination, however, public consultation with local and statutory stakeholders will still be required prior to cabinet review.</p> <p>Consultation the Local Plan - For the reasons given above, I do not agree that the current provisions for consultation are sufficiently clear and cannot therefore be accepted in their current form.</p>	<p>Noted. Information regarding statutory consultees for planning applications is available in the following piece of legislation: <i>The Town and Country Planning (Development Management Procedure) (England) Order 2015</i>.</p> <p>National legislation determines that the SCI is no longer subject to examination.</p>
SCI2015/229	Epping Forest District Council (Mr Ian White)		<p>Thank you for consulting this Council on the revised SCI, your e-mail being received on 1 st October. The significant cross boundary issue affecting our two authorities is obviously provision for the travelling community, with the issue being made even more complex by the recent publication of Planning Policy for Traveller Sites 2015. I have no specific comments to make on the revised SCI, but hope that, through the Duty to Co-operate and joint working via the EPOA meetings, we can continue to work together and with other Essex authorities to make adequate provision for Gypsies and Travellers in our new Local Plans.</p>	<p>Noted. No action required for the SCI.</p>
SCI2015/230	Office of Rail Regulation		<p>Thank you for consulting ORR on the above Draft Statement of Community Involvement Second Revision 2015. The Office of Rail and Road has no comment to make on this particular document.</p>	<p>Noted. No action required.</p>
SCI2015/231	Chelmsford City Council (Ms Laura Percy)		<p>Thank you for consulting Chelmsford City Council (CCC) on the Statement of Community Involvement draft Second Revision, September 2015. This Council considers that overall the draft is clear and comprehensive.</p>	<p>Noted. No action required.</p>
SCI2015/232	CLH Pipeline Systems	Elizabeth Leedham	<p>Further to your email to CLH Pipeline System Ltd regarding the above. We</p>	<p>Noted. No action required.</p>

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	Ltd		can confirm that our client's apparatus is affected by the above property, as indicated on the attached plan. The plan supplied is intended for general guidance only and should not be relied upon for excavation or construction purposes. No guarantee is given regarding the accuracy of the information provided. Please contact us if any future works should take place in order that we may advise accordingly.	
SCI2015/233	May King		Thank you for your email.  Highways England note the contents of the below email and at this time we have no comments we wish to make.  We will continue to work with you as the plan develops.	Noted. No action required.
SCI2015/234	Natural England		Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.  We are supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters, both in terms of shaping policy and participating in the process of determining planning applications.  However, we have no specific comments to make on this consultation.	Noted. No action required.
SCI2015/235	Billericay Action Group (Mr Alasdair Daw)		1.10 Authorities are under a Duty to Consult representatives of a wide range of local persons under Section 3(2) of the Local Government Act 1999. Authorities must consult representatives of council tax payers, those who use or are likely to use services provided by the authority, and those appearing to the authority to have an interest in any area within which the authority carries out functions. Authorities should include local voluntary and community organisations and small businesses in such consultation.  1.11 As public engagement activities in general, and consultation in particular are resource intensive and are likely to involve increasing amounts of public money, it is appropriate that local planning authorities (LPAs) adopt a Best Value approach to their policies and their options for implementing them. This means finding ways to observe the standard tests of Challenge, Comparison, Consultation and Competition in determining the ways in which to undertake public engagement. Comment - BBC need a cheap way of consulting and gaining approval for what they do.  1.14 Since the Planning and Compulsory Purchase Act 2004 (as amended) was updated in 2008, the SCI is no longer considered a development plan document. This means that during the preparation process the SCI will no longer be subject to examination, however, public consultation with local and statutory stakeholders will still be required prior to cabinet review. Comment: Public Consultation is required before it goes	Noted. No action required.

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			<p>to Cabinet but is not otherwise required to be examined officially.</p> <p>1.15 The SCI will under-go a six-week public consultation, responses to which will shape the final document for adoption by Basildon Council. Comment: This is the consultation about the consultation process.</p>	
SCI2015/246	Mr Michael Andrews		<p>Local Authorities and their Officers are granted considerable levels of discretion in dealing with many aspects of the planning system. All those so involved need to remember that they are either elected representatives of local residents or employees of a body supporting local residents and that decisions should be made only for the benefit of local residents.</p> <p>1.1 Suggest replace 'people' in line 3 with 'all residents' to stress that the Local Council's primary responsibility is to all of its residents, and especially those currently resident in the Borough, and not to predatory developers or profit hungry landowners.</p> <p>Para 2, section 10. Typo. Last line mistakenly merged with first line of Section 11.</p>	<p>Noted. 'People' refers to all residents and includes local businesses and other organisations as well.</p> <p>Noted. Amended accordingly.</p>
SCI2015/257	John Hurst		<p>I refer to your letter to the previous Chair of Billericay Archaeological &amp; Historical Society dated 29th September, ref. 2015/SCI/01 regarding the above Community Involvement.</p> <p>I took over the position in 2010, so future enquiries to the Society can be directed to myself on this Email address.</p> <p>However, as a Brentwood resident, I'm not the best person to comment on Billericay planning issues other than those that affect the Society.</p> <p>As the Society is based at The Fold Arts Centre, any planning issues affecting it's future would be of considerable concern to us and other groups who meet there, though I expect that you would already have approached The Fold managers on this matter.</p> <p>Regarding the Society's background, we are a long established body, formed over 50 years ago, and hold monthly meetings at The Fold with regular attendance of about 40-50 people.</p> <p>Although we encourage all age groups, our members mainly comprise senior Billericay residents, which I consider to be a valuable contribution to the Town. Our recently posted website on billericay arch&amp;hist .co.uk shows our activities.</p> <p>I hope that this response to your request provides the required information.</p> <p>Yours sincerely, John Hurst, Chairman Billericay Archaeological &amp; Historical Society.</p>	<p>Noted. No action required.</p>
SCI2015/258	Historic England (Mr Tom Gilbert-		<p>Thank you for your email dated 30 September consulting Historic England on the above document. We do not have detailed comments, but welcome</p>	<p>Noted. Section 2 has been removed from the SCI Involvement and will be available to view on the Council's website as a separate</p>

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	Woodridge)		reference to Historic England as an advisory body in Section 2.	document titled 'Looking for help on Planning'. The SCI will now signpost customers to this document instead. Historic England still remain detailed as an advisory body.
SCI2015/261	Suzanne Collinge		<p>I saw in the Recorder newspaper that until 12 Nov 2015 I can have my say and comment on the future planning and development of Basildon.</p> <p>My view is that in the last decade that I have lived in Laindon and Noak Bridge, it upsets and angers me to see lots of green space being built on which in turn has made traffic much heavier and parking at local retail parks and shops very difficult. I actually dread making essential visits to shops and areas surrounding Basildon at weekends because of the traffic and parking. It's stressful and therefore sometimes more convenient to take a pushbike!</p> <p>The C2C train line into the City (which I use Mon- Fri) is now overloaded to the point of being ridiculous. It would appear that although Basildon/Laindon is bursting at the seams, there are still new housing estates popping up all over the place to add to the above problems and a domino effect on all other local services.</p> <p>When will it stop...? Eventually it will most certainly force me to move to another commutable suburb which is less suffocating.</p>	Noted. This consultation was however on the standards the Council will use to consult on a variety of planning matters and is not focused on specific areas of concern or planning matters within the Borough.
SCI2015/262	Transport for London		Thank you for consulting TfL Borough Planning. I have no comments on the Draft Statement of Community Involvement Second Revision 2015.	Noted. No action required.
SCI2015/264	Ms Rose Griffin-Twiddell		<p>With regard to the 2nd Draft Statement of Community Involvement I wish to express my agreement with everything in the letter sent earlier today by the Bowers Gifford &amp; North Benfleet Residents Association but stress the following items:</p> <p>Too much reliance is placed on parish councils. Parish Councillors are all too often not elected, are there for political purposes and do not represent the views of the people they are supposed to serve, as an example the Gun Planning Application where the view of the parish council was not shared by the people they were supposed to represent. Parish Council elections are not properly advertised resulting in a small clique of people stating that they "stood unopposed" and who subsequently undermine others who wish to serve their community.</p>	Noted. This does not fall under the remit of the SCI.
SCI2015/267	Bowers Gifford and North Benfleet Residents Association (Ms Rose Griffin-Twiddell)		<p>Please find our response to the consultation document as follows:</p> <p>Generally we felt that although the document is supposed to be aimed at all residents that much reliance was placed on computer literacy and good internet access. How have people who do not have computer/good computer access have the ability to comment on the document. Presumably the document is in all libraries but not all libraries are open full</p>	<p>Noted. The methods of consultation and how the document could be accessed are detailed earlier in this Statement of Consultation.</p> <p>Noted. 'People' refers to all residents and includes local businesses and other organisations.</p>

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			<p>time.</p> <p>Section 1</p> <p>Para 1.1. Replace “people” with “Basildon residents” as it is Basildon residents at which the document is aimed not people from outside the area.</p>	
SCI2015/275	Mr Roland Lazarus		<p>Replace 1.1 with “The planning system must meet the needs of the present without compromising the ability of future generations to meet their own needs. It must promote and deliver development in the right place at the right time; provide for homes and jobs; improve quality of life and supports health, social and cultural well-being and protects and enhance our natural, built and historic environment, helping to improve biodiversity by avoiding development in the wrong places.”</p> <p>Replace 1.3 with “The Statement of Community Involvement (SCI) sets out how we will involve the community in the preparation, alteration and review of local planning policy and decisions on planning applications.” That is the answer to the question “ What is the Statement of Community Involvement?” Although the answer given at 3.1 is legally correct it is not clear and helpful.</p> <p>Replace 1.9 with “In addition to meeting its statutory obligations, the Council is committed to ensuring that local groups, organisations and individuals are provided with the best possible opportunity to become involved in local planning and the preparation of local development documents.” While the statement on the history of Best Value policy is true it is not a response to best practice in consultations on planning matters.</p> <p>Start the last sentence of 1.10 with “We will” instead of “Authorities should”.</p>	Noted. The wording has been checked to ensure that it in line with the NPPF.