



Adopted Statement of Community Involvement

April 2007



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Copies of this document can be made available in other formats on request. Please contact planning reception on 01200 414499 for further help.

1. Introduction

1.1 Purpose of the Statement of Community Involvement (SCI)

This Statement sets out how the Borough Council will involve the community in the Planning Process, both in the preparation of planning policy and involvement in planning applications. The SCI sets out the locally agreed “ground rules” to which both the community and the council “sign up to”.

The borough council has involved the community in the planning process for many years, but the new planning system¹ seeks a step-change in the level of involvement. Tapping into the community’s expertise and insight on local issues has been proved to produce better planning. In turn, community involvement helps create a wider sense of public ownership of planning policy and greater pride in a locality.

It is important that all involved in planning understand how the process will operate, at what time and in what manner they should contribute. It is also important that people have realistic expectations of the outcome.

1.2 Vision

The borough council’s vision is to work jointly with the people and organisations that have an interest in the borough to plan better places together.

The SCI will also work with the guidance that sets out clearly ways of consulting with the community in the Ribble Valley Consultation Strategy 2005.

1.3 Who Comprises the Community?

Any individual, business or group that is affected by planning is included in the definition. This includes everyone living in the borough, as well as others who work in the borough and businesses with interests or future interests in the borough.

For the purposes of engaging with the community, we have identified broad categories, as listed in Appendix 2. We recognise that these are overlapping groups, and that smaller groups exist within and between the categories. The categories are a useful tool to check that the involvement techniques reach all in the community, recognising that different groups will respond best to different techniques. A detailed list of existing contacts is provided in Appendix 2.

¹ Introduced by the Planning & Compulsory Purchase Act 2004

2. Involving the Community in Making Planning Policy

2.1 The Local Development Framework

Planning policy is set out in development plan documents (shown in dark shading below), which collectively form “The Development Plan”. Those development plan documents that are prepared locally by the borough council are shown in the Local Development Framework folder in Table 1 below.

The statutory Development Plan consists of the Regional Spatial Strategy (RSS) and the development plan documents (DPD’s). Locally produced development plan documents and supplementary planning documents must be prepared in conformity with this SCI. Details of the timing of producing these documents are contained in the councils Local Development Scheme (***LDS***).

The LDS can be viewed at -

www.ribblevalley.gov.uk/site/scripts/documents_info.php?documentID=699

The Council Offices, Level D Reception or paper copies are available on request.

The different local development documents (LDDs) require slightly different approaches. For example, area action plans need more localised community involvement than the borough-wide core strategy. Area action plans concentrate on specific areas. The core strategy will contain broader more strategic policies. In applying the SCI, common sense will be applied regarding the geographical spread of “the community” relevant to a development document. The use of the council’s web site will assist access to information.

Table 1: Planning Policy Documents

Local Development Framework		
Development Plan Documents	Required Documents	Supplementary Planning Documents
<u>Core Strategy</u>	Local Development Scheme	Caravans
<u>Proposals Map</u>	Annual Monitoring Report	Agricultural Developments
<u>Balancing Housing Markets (including site allocations)</u>	Statement of Community Involvement	Design and Built Heritage
<u>Development Control Policies</u>		Town Centre Developments
		Extensions and Alterations to Dwellings

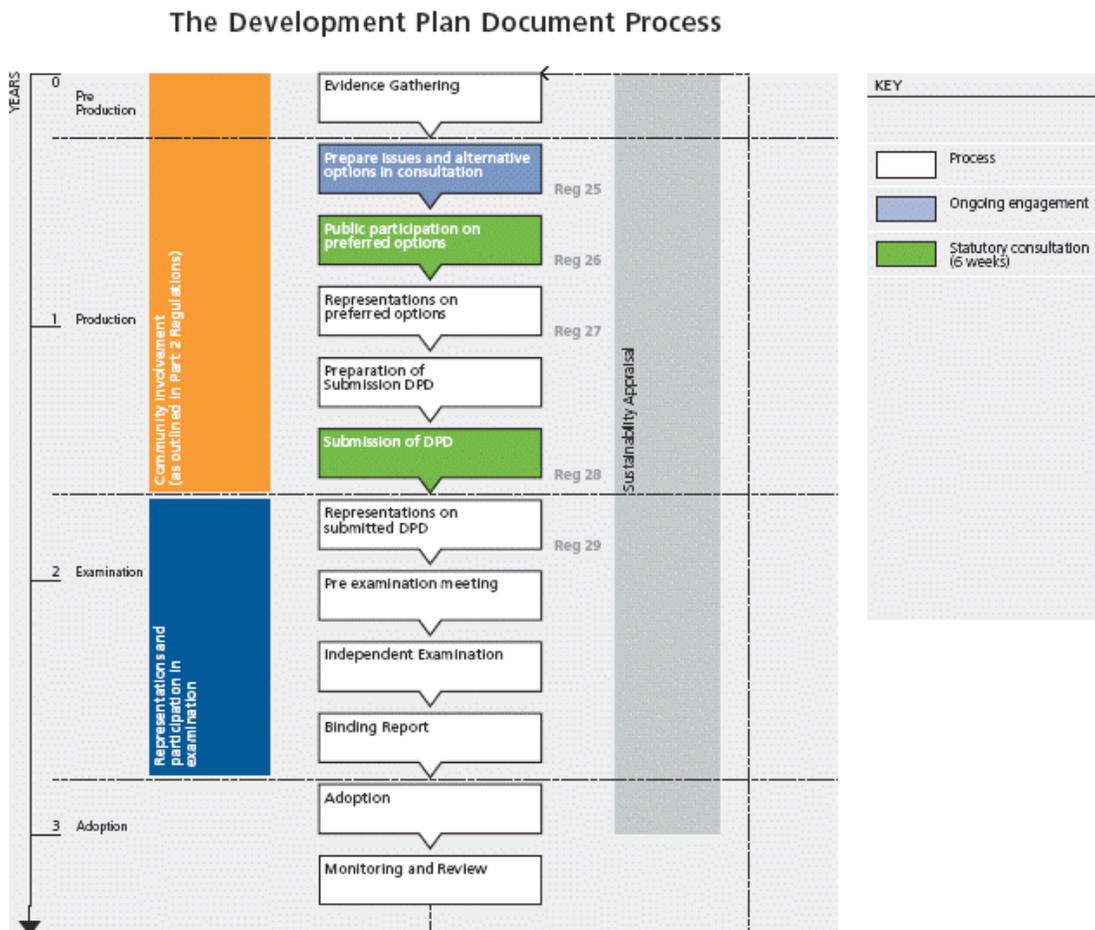
The list of Development Plan documents is subject to review. Please refer to the Council’s web site www.ribblevalley.gov.uk for current information or contact the Forward Planning Team for more information. Telephone 01200 425111.

2.2 The Plan Preparation Process

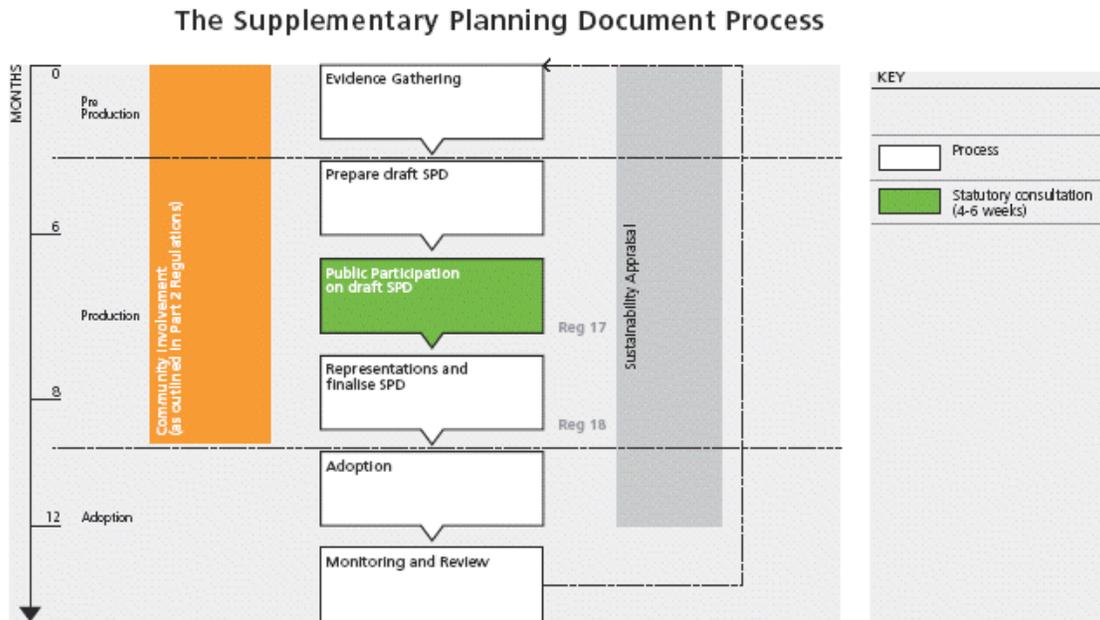
The primary focus of community involvement is at the initial, formative stages in the process. Table 2 (page 4) sets out the various stages when community involvement will be sought (shown on the right hand side). It should be remembered that the community could also get involved in the other influences (left column).

The aim of community involvement is to have an informed debate that can make a positive contribution to achieving well considered planning policy documents.

The process for the preparation of Development Plan Documents is detailed in the following diagram.



The process for the preparation of Supplementary Planning Documents is detailed in the following diagram.



Sustainability Appraisal.

In preparing the LDF the Council must undertake a Sustainability Appraisal (SA). This will assess the social, environmental and economic effects of policies and proposals as the LDF is produced. The aim is to ensure that decisions help contribute to the achievement of sustainable development. The SA will take place alongside the preparation of the plan and there will be opportunities for consultation at key stages in the preparation of the appraisal. In preparing the Sustainability Appraisal the Council will:

Consult key stakeholders on the scope of the SA, key issues and options:

Consult key stakeholders and the public on issues and options and the initial sustainability report:

Undertake public consultation on the draft (Preferred Options) sustainability report and also on the final Sustainability Appraisal that accompanies the submission DPD

2.3 How the Community will be Involved

A number of organisations and individuals are already actively involved in planning. This is welcomed, but there is a risk that the voice of the less well organised is not

heard, including the 'silent majority'. The borough council will seek to engage with all parts of the community, utilising the techniques in table 2 overleaf.

The consultation standards set out in table 2 apply to locally produced Development Plan Documents (DPDs). The groups consulted will be tailored to reflect the geographical scope of the DPD or SPD concerned.

Supplementary Planning Documents (SPDs) are not subject to an independent examination. Consultation on SPDs will be undertaken as set out in columns 2 & 3 in table 2.

Help is available to qualifying individuals and community groups through the Planning Aid service which is an independent service that can provide help and advice on the planning system and how you can get involved in planning matters. More information is included in Appendix 4

2.4 “Hard to Reach” Groups

Many people do not engage with planning due to lack of time, interest or knowledge. For these hard to reach groups the council seeks to make planning system more accessible and more straightforward to understand.

The Consultation Statements should enable those who lack knowledge and confidence to identify those groups who have a similar point of view. This aids individuals to identify and join more articulate groups who may be able to represent their perspective.

Others are “hard to reach” due to some disadvantage, whether physical, mental, social or age-related. The council will attempt to reduce barriers to their participation, for example:

- large print versions will be available of all documents on request;
- documents will be made available in braille on request;
- documents can be made available in languages other than English, on request
- use will be made of media accessible by all households, including those with mobility difficulties (“Ribble Valley News” newspaper and the internet);
- meetings will avoid school pick-up and drop-off times;
- local meetings and local information displays will reduce the disadvantage faced by those with limited mobility;
- consideration will be given to any practical suggestions from groups and individuals on how to further reduce barriers.
- The Council will make every endeavour to meet the requirements of the Race Relations Act 2000 and the Disability Discrimination Act 1995
- The Council considers the following groups as being 'hard to reach':

- People from Black Ethnic groups
- Faith groups
- Gypsies and Travellers
- Disabled people
- Lesbian, Gay, Bisexual and Transgender (LCBT) GROUPS
- Younger and some older people
- Asylum seekers and refugees
- Learning disabled
- Homeless people
- Lone parents
- Carers
- People living in areas of deprivation or of a low income
- People living in remote rural areas

2.5 Techniques for Involving the Community

Table 2: Techniques for Involving the Community

STAGE	Identifying issues & options	Preferred Options Document & Sustainability Appraisal	Submission Development Document (DPDs) and Sustainability Appraisal	Publication of Site Allocation Representations**
All Groups	Documents placed at RVBC offices, libraries & website.	Documents placed at RVBC offices, libraries & website. Public notice in the local press.	Documents placed at RVBC offices, libraries & website. Public notice in the local press.	Documents placed at RVBC offices, libraries & website. Public notice in the local press.
Borough Councillors	RVBC Planning and Development Committee	RVBC Planning and Development Committee	RVBC Planning and Development Committee	Notification by letter or email.
Parish & Town Councils	Invitation for comments by letter or email.	Notification of formal consultation by letter or email.	Notification by letter or email.	Notification by letter or email.
Partnerships	Invitation for comments by letter or email. Focus group /workshop.	Invitation for comments by letter or email. Focus group /workshop.	Notification by letter or email.	Notification by letter or email.
General Public & Hard-to-Reach Groups*	Citizens Panel. Public information displays. Mini displays (poster format)/ site notices. Opportunities at local events and shows.	RVBC newspaper. Public information displays. Mini displays (poster format)/ site notices.	Public notice in the press.	Public notice in the press.
Local Organisations & Interest Groups	Invitation for comments by letter or email. Focus group /workshop.	Notification of formal consultation by letter or email.	Notification by letter or email.	Notification by letter or email.

Statutory Consultees (Appendix 1)	Invitation for comments by letter or email	Notification of formal consultation by letter or email.	Notification by letter or email.	Notification by letter or email.
Developers/Agents/Landowners & Local Businesses	Invitation for comments by letter or email. Developers Focus group	Notification of formal consultation by letter or email. Official launches.	Notification by letter or email.	Notification by letter or email.

*A list of the types of groups included on the consultee database is contained in Appendix 2. Further detail on these engagement techniques is elaborated on the following pages.

**The Council will take steps to ensure that all representations are published and ensure that the community is informed how to view the submissions. With regard to site allocation representations the Council will publicise the opportunity to view and make representations on them in accord with the steps set out in table 2.

Publicly available documents

The council will make all development documents available at:
RVBC offices at – Level D, Council Offices, Church Walk, Clitheroe, Lancashire, BB7 2RA
At all local libraries: Clitheroe, Longridge, Mellor, Whalley, Read
on the web, at <http://www.ribblevalley.gov.uk>.

All comments forms will be clearly worded. Online response forms will also be provided. To facilitate responses, tick box questionnaires will be provided at the “Issues & Options” stage.

Public Information Displays, incl. Mini Displays

Results from the Citizens Panel suggest “displays & questionnaire” at public venues is one of the more useful techniques. The citizen’s panel survey suggested that the presence of a planning officer did not make a significant difference to interest at such displays. A straightforward questionnaire with tick box answers can assist in obtaining the views of the “silent majority” on key issues.

Supermarkets and libraries will be used as a focus for public information displays on development documents, where this can be agreed with operators.

The involvement of schools is important in reaching the next generation, and therefore mini displays in the form of posters will be sent to all secondary schools.

Committee Meetings

Documents will be presented to planning and development committee.

Focus Group /Workshop

The more relevant of these two techniques for the likely participants and the subject under discussion will be used as appropriate.

Focus groups are typically an invited group who engage in interactive discussion in a structured session. Workshops are generally more open for the public to drop in, although specific invites can also contribute to workshops to ensure businesses and developers are represented.

Notification by Letter or Email

The forward planning team hold a database of contacts, which are notified at key stages in a development document's progress. Any organisation or individual who wishes to be added to this contact database may do so by telephoning the Forward Planning team on 01200 414503 or emailing planning@ribblevalley.gov.uk

To keep costs within reasonable limits, notification will be by email wherever possible.

Official Launches

Popular with developers and consultants, this technique works well with press coverage. It permits an officer presentation of the document and an opportunity to put questions directly to planning officers.

Citizens Panel Survey (Electronic)

The Citizens' Panel is a representative cross section of the community with a membership in excess of 500 and new members asking to join all the time. The council uses as a sounding board on many issues, including planning matters. The panel provides an indication of the views of the "silent majority" and is useful to identify the quantitative basis for comments received.

Coverage by "Ribble Valley News" & 'The Advertiser'

"Ribble Valley News" is a free newspaper, which is delivered quarterly to all residents in the borough. Due to its timescales, it may not always be possible to include mention in the 6 week formal period for representations on preferred options, but the council will nonetheless use the council's paper to draw attention to a forthcoming formal stage of consultation.

Press notices will be issued, but the council has no control over what the Press choose to publish.

Public Notices in the Local Press

A public notice will be put in the local press when a Development Document is presented at the Preferred Options stage and again when it is formally submitted to the Secretary of State.

Internet

We will keep the Internet updated, it is easy to use and to include a news item for as many people to view and make aware of documents.

2.6 The Community's Comments

Ribble Valley Borough Council Consultation Strategy 2005 recognises that consultation is a two way process and the importance of reporting back the results of the consultation. The most important part of consultation is that local people have the opportunity to express their views, and have those views considered, in advance of decisions being made. In doing this, the council will not just *record* comments received, but will endeavour to *incorporate* the comments received in the emerging Development Plan Documents.

A 'consultation statement' will set out:

- how the council has involved the community;
- who has been consulted;

- whether there is any relevant community participation from related programmes or strategies;
- a summary of responses received, and the number of representations;
- how the borough council have addressed the main points and issues raised by the consultation, in the Development Plan Document.
- Consultation reports will be made available at the locations listed on Page 7 of this document.

This approach has the benefit that in most cases the stakeholders can see all the representations. This lends to an informed debate, with stakeholders recognising the multiplicity of viewpoints. Each consultation statement will be available as a public document at the council offices, as a reference document in the borough libraries and on the borough council website.

As set out in Table 2, the early process of stakeholder participation, involving a relatively open invitation for comments and suggestions, will be reported in a *Participative Consultation Statement*.

The more formal consultative stage will be reported in a *Preferred Options Consultation Statement*, which will be presented when the submission Development Plan Document is considered at Planning Committee.

After the Development Plan Document submitted to the Secretary of State, stakeholders who feel that the correct procedure has not been followed, or that the emerging Development Plan Document is unsound in other ways, may then make representations, which will be heard by an independent inspector.

2.7 Incorporating On-going Feedback

The value of the community's comments does not stop when the development document is adopted. On-going feedback on the operation of the development documents is highly useful and will contribute to the decision of when to start the process of preparing a replacement. On-going feedback includes amongst others:

- letters and emails received from the community;
- questionnaire results;
- appeal decisions;
- other statistical and qualitative information gathered by the council

An acknowledgement will be sent to persons who give feedback on the operation of the development documents. Some of the feedback obtained during the year (including feedback on the operation of the SCI) will be included in the Annual Monitoring Report.

2.8 Reviewing Documents

When the time comes to review development plan documents, the scale of the change will influence the degree of community involvement. Typesetting errors could be corrected as a matter of good practice, while at the other end of the scale changes such as a review of a development plan document will follow the full process set out in this SCI. The approach taken with minor alterations will depend on their scale. Wherever a change in planning policy will result, a community involvement exercise will be undertaken as set out in the sections above. The method of involvement (table 2) will be appropriate to the geographical spread of the policy and the range of stakeholders affected.

This SCI will also be reviewed if the annual monitoring report or external change indicates a need for a review.

3. Inter-relationships with Other Programmes

Local development documents will reflect and help implement the various strategies and programmes underway by the public and private bodies that make up the partnerships within the Ribble Valley and also supported in the Community Strategy. One of its strategic objectives and sets out that the Community Strategy should integrate with the Government's Quality of life indicators, including 'to involve the public in deciding how to improve the quality of life in the area'.

The SCI does not cover community involvement in other programmes, but neither does it ignore it. Wherever feasible, existing community involvement in a related strategy will be built upon and developed in a complimentary manner.

Where consultation on a related strategy is taking place concurrently, shared consultation exercises are recognised to save resources and reduce participation fatigue. In such circumstances, the shared exercise can meet the requirements of this SCI only if it refers explicitly to an emerging local development document. Shared consultation would normally only be appropriate at the early stages of gathering evidence and identifying the issues and alternative options.

At the "Preferred Options" stage the emerging local development document will merit its own dedicated and focused consultation arrangements to ensure that the community involvement reaches all the necessary interested parties and that those involved are clear about the implications of what is being discussed.

When involving stakeholders, the council will indicate as far as possible what is genuinely open for change and what is pre-determined by other documents, policies and approved programmes. In the interests of making the process fully transparent, the impact of another strategy or programme on a development document will be clearly stated at the early stage of preparing a development document.

4. Involving the Community in Planning Applications

The Ribble Valley Borough Council Development Control Protocol 'Working Together' aims to ensure that:

- the development control process is open and consistent;
- members, officers, applicants, agents and all other stakeholders are clear about their respective roles in the process;
- the process accommodates community involvement in an open and accessible way;
- the optimum balance is reached between the quality of the design reached and the time taken to reach it.

4.1 Pre-Application Process

The Council believes that it is better for developers to talk to those who may be affected and refine their proposals while they are at a formative stage.

Benefits of early community involvement include:

- addressing problems *before* the planning application is submitted may reduce the chance of a refusal of permission;
- refinements to the proposals are made at an early stage, preventing abortive work;
- in the long run, reduces the time to reach a successful outcome.

4.2 How Should Developers Consult?

There are a number of easy techniques that even small and householder developments should employ:

- Provide neighbours with *draft* plans and invite comments.
- Request feedback within a specified timescale (e.g. 1-2 weeks), making it clear that this is the best time to take their comments on board, *before* the plans are finalised.
- Have pre-application discussions with development control officers.

Developers of major schemes are encouraged to do some or all of the following depending on the nature and scale of the proposed development:

- Make their detailed proposals available for public view at the site (e.g. drawings, photo montages & sketches mounted on the site boundary). 3-D representations should be included where possible.

- Circulate a leaflet outlining their proposals to local residents.
- Arrange a meeting with groups in the community (e.g. Parish council, residents associations, interested parties, neighbours), giving sufficient advance notice.
- Keep a record of all consultation carried out, including correspondence, public notices, a record of persons attending exhibitions & meetings, etc.

Developers are encouraged to submit a consultation statement with their planning application. This should include:

- techniques employed to gain stakeholder comments;
- summary of responses received;
- main points of objection;
- other matters raised;
- developer comments on the responses;
- amendments made to the proposals as a result

4.3 The Council's Consultation on Planning Applications

The borough council will consult on planning applications as follows:

- Neighbour notification by letter to adjoining properties or potentially affected premises allowing 21 days to respond.
- Statutory consultees relevant to the application, such as the Highways Authority, the Environment Agency, etc are consulted as a matter of course, with 21 days to respond. Bodies such as Natural England will be allowed a longer period of time to comment on applications where this is prescribed in legislation.
- The weekly list is available free of charge on the borough council website and e-mailed to Parish Councils that request it.
- Press notices as required are advertised in all the appropriate local papers.
- All statutory site notices as required will be displayed on or near the site. In some instances site notices will be displayed in other types of applications and these will be based on individual circumstances (e.g. hot food takeaways).
- One objector and one developer may speak publicly at planning committee and have 3 minutes to voice their opinions.
- Planning committee agendas and minutes are available to view on the council's website

The key to community involvement is considered to be disseminating information about the applications received. The community is generally forthcoming with

comments on applications of interest, and responses received in writing are reported in the planning officer's report. The results of any such consultation will be reported and taken into account in decisions made by, and on behalf of, the Council.

4.4 The Council's Involvement of the Community After a Decision is Made

As part of the borough council's commitment to community involvement, the council:

- Makes decision notices available on the council's website (this enables interested persons to view the conditions placed on a development).

5. Resource Implications

Ultimately it is residents and businesses, through their council tax, which pay for the planning service. Achieving the community involvement outlined in this document will require resources in terms of staff time, printing and other costs. The community generally appreciates the tension between its desire to be involved in planning, and the costs as they translate into council tax. This SCI seeks to achieve an acceptable balance, recognising the importance of community involvement whilst keeping the costs within realistic limits. This draft SCI sets out the balance, to be agreed with the community, between the need for community involvement to secure legitimacy, and what level of resource costs are acceptable.

Resource requirement will vary but the Council recognises its position with regard to commitment to carry out consultation within the resources available.

The provision of resources that can be applied to carry out consultation includes the staff of the Forward Planning section in particular the Policy Team (5 full time) supplemented by specialist Countryside, Regeneration and Conservation staff that can be drawn into the process as appropriate. A specific budget of £2,000 per year is available from the Core Budget for planning policy work. In addition, planned expenditure from the Planning Delivery Grant currently allows for £60,000 to be drawn down to support the programme of policy preparation in the LDS and by the SCI. The Council's Service planning process gives the opportunity to review budget provision to ensure that any changes in planned expenditure or new initiatives can be monitored and planned for.

Appendix 1

Statutory Consultees

Please note, this list is not exhaustive and also relates to successor bodies where re-organisation occurs.

There is a statutory requirement to consult the following bodies:

The North West Regional Planning Authority
The North West Development Agency
Relevant Authorities (including Town and Parish Councils)
whose area is in or adjoins Ribble Valley

Infrastructure providers

The Highways Agency
Network Rail
The Health Authority
Electricity & Gas Providers in Ribble Valley
Operators of communications equipment in Ribble Valley
Sewerage & water providers for Ribble Valley

Other national bodies

Natural England
The Environment Agency
The Historic Buildings & Monuments Commission for England

Government Departments

Government Office North West
Department for Education and Skills (through Government Offices)
Department for Environment, Food and Rural Affairs
Department for Transport (through Government Offices)
Department of Health (through relevant Regional Public Health Group)
Department of Trade and Industry (through Government Offices)
Ministry of Defence
Department of Work and Pensions
Department for Culture, Media and Sport

Appendix 2

Forward Planning's Database of Consultees

The list below reflects the generic types of consultee with whom we will consult.

Persons or organisations who wish to be contacted when LDF documents are under preparation, may request to be placed on a database of consultees by contacting the Forward Planning team on 01200 414570 or emailing planning@ribblevalley.gov.uk

The following types of organisations are held on this database:

Community organisations & interested members of the public

- All schools in the borough
- Churches & minority faith groups
- Groups representing the interests of disabled persons
- Youth groups, clubs, interest groups & societies
- Individuals who have requested inclusion

Statutory & development control consultees

- Including national interest groups, government agencies, infrastructure providers

Neighbouring Local Authorities and Neighbouring Parish Councils

Housing associations

Businesses, Consultants, Developers

- Local & national businesses that have requested inclusion
- Landowners, Developers (such as house builders) and their agents (planning consultants, surveyors, land agents, etc)

Bodies which represent the interests of different racial, ethnic or national groups

Appendix 3

GUIDANCE FOR DEVELOPERS ON CONSULTATION FOR PROPOSALS

<u>Procedure</u>	<u>Small and householder developments</u>	<u>Major developments</u>
Provide neighbours with <i>draft</i> plans and invite comments.	Recommended	Recommended
Request feedback within a specified timescale (e.g. 1-2 weeks), making it clear that this is the best time to take their comments on board, <i>before</i> the plans are finalised.	Recommended	Recommended
Have pre-application discussions with development control officers	Recommended	Strongly Recommended
Make their detailed proposals available for public view at the site (e.g. drawings, photo montages & sketches mounted on the site boundary). 3-D representations should be included where possible.	Depends on nature and potential impact	Recommended. Format depends on nature and potential impact of proposals. Advisable to discuss consultation with Council Officers
Circulate a leaflet outlining their proposals to local residents.	Depends on nature and potential impact	Recommended. Format depends on nature and potential impact of proposals. Advisable to discuss consultation with Council Officers
Arrange a meeting with groups in the community (e.g. Parish council, residents associations, interested parties, neighbours), giving sufficient advance notice.	Depends on nature and potential impact of proposal	Recommended
Keep a record of all consultation carried out, including correspondence, public notices, a record of persons attending exhibitions & meetings, etc	Recommended	Recommended

Appendix 4

Planning Aid

Planning Aid provides free, independent and professional help, advice and support on planning issues to people and communities who cannot afford to hire a planning consultant. Planning Aid complements the work of local authorities but is wholly independent of them. In most UK regions Planning Aid is run by the Royal Town Planning Institute (registered charity no. 262865).

Planning Aid offers two main services:

- Free and independent casework advice from a qualified planner;
- Community Planning activities (training, information and facilitation for groups about how planning may be affecting your community)

In each region there is a Caseworker (who is fully qualified to give independent advice and who will sometimes hand cases over to a volunteer) and a Community Planner who works alongside communities in helping to plan their neighbourhood.

All the information you need can be viewed on the planning aid website at www.planningaid.rtpi.org.uk

You can use the tools on their site to find out about the services available; whether you qualify for Planning Aid assistance; and how to contact Planning Aid. The site also provides a range of information about the planning system and how you can get involved.

If you are in doubt as to whether planning aid can help you, or have any queries about Planning Aid services, send an email to info@planningaid.rtpi.org.uk.

Appendix 5

Glossary of terms used

AMR	<u>Annual Monitoring Report</u> This report is prepared every year and helps assess if the plan making programme is on target and whether policies remain appropriate or if new issues have arisen.
CS	<u>Core Strategy</u> The Core Strategy sets out the broad strategy for the area, and all other Development plan Documents must conform to it.
DP	<u>Development Plan</u> The documents used to determine planning applications and having a specific meaning and relevance in planning law.
DPD	<u>Development Plan Document</u> Local Development Documents that establish planning policies and land use allocations. They form part of the DP performing a similar function to Local Plans.
LDD	<u>Local Development Documents</u> the separate planning documents that together make up the Local Development Framework. They can be either DPDs or SPDs.
LDF	<u>Local Development Framework</u> A portfolio of plans that sets out the Council's planning policy framework.
LDS	<u>Local Development Scheme</u> A three-year programme for the preparation of the LDF 'rolled forward' each year.
RVSP	<u>Ribble Valley Strategic Partnership</u> A single non-statutory, multi-agency body, which matches local authority boundaries, and aims to bring together at a local level the different parts of the public, private, community and voluntary sectors.
PPS	<u>Planning Policy Statement</u> Replaces Planning Policy Guidance (PPG) and outlines national planning policy.
RSS	<u>Regional Spatial Strategy</u> Replaces Regional Planning Guidance (RPG).
SCI	<u>Statement of Community Involvement</u> A statement of how the Council will consult the community and other stakeholders when preparing LDDs and dealing with planning applications.

- SPD Supplementary Planning Documents
LDDs that give additional guidance on matters covered by DPDs, similar to the former SPGs. They do not form part of the DP.
- SPG Supplementary Planning Guidance
Replaced under the new system by SPDs, SPGs were a less formal means of expanding development plan policy.