

# Statement of Community Involvement

## County Council Planning Matters

Dorset County Council



Enabling communities in Dorset to thrive  
**now and for the future**



April 2013

All documents can be made available in audio tape, large print and Braille, or alternative languages on request.

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Statement of Community Involvement

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## 1 Introduction

**1.1** The County Council is responsible for preparing a range of plans collectively known as the Minerals and Waste Local Plan (MWLP). These will provide the policy framework for minerals and waste planning decisions in Bournemouth, Dorset and Poole. The County Council is also responsible for determining planning applications for minerals and waste development, and the County Council's own development proposals such as school facilities.

**1.2** Planning authorities need to prepare a Statement of Community Involvement (SCI) setting out how they intend to engage with communities on planning matters<sup>(1)</sup>. This edition of Dorset's SCI replaces the March 2007 edition. Bournemouth and Poole are unitary authorities and have their own SCIs which cover other local plans (i.e. not minerals and waste plans). The County Council will liaise with Bournemouth and Poole to ensure that consultation on plans covered by this SCI is up-to-date with their own SCI commitments, where relevant.

### What is a Statement of Community Involvement?

**1.3** This SCI sets out Dorset County Council's commitments to:

- involve the community and stakeholders in the preparation, alteration and review of all minerals and waste local plan documents;
- the consideration of planning applications that the County Council determines.

**1.4** It identifies, in general terms, who will be consulted and at what stages. The SCI demonstrates how the County Council intends to meet statutory consultation requirements. However, it is also intended to give communities a clear understanding of when they might be expected to be consulted or invited to participate in planning matters.

**1.5** The SCI explains:

- methods to be used to achieve effective consultation throughout the process;
- how the results will be fed into local plan preparation; and
- how those involved will be kept informed of progress.

### Changes in legislation

**1.6** Various changes in legislation have occurred since the previous SCI was adopted. In 2008 the requirements to include the SCI in the Local Development Scheme (LDS) and for it to be independently examined were removed<sup>(2)</sup>. In addition, the LDS and the SCI do not need to be submitted to the Secretary of State.

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1 Section 18 of the Planning and Compulsory Purchase Act 2004, as amended

2 Section 180 of the Planning Act 2008

**1.7** The Government has introduced a series of radical changes to the planning system, principally through the Localism Act 2011. This has resulted in a streamlining of plan preparation as well as a number of other relevant changes. It has also introduced a duty to co-operate with neighbouring local authorities and other identified stakeholders (prescribed bodies) on matters of strategic cross-boundary significance.

**1.8** In recognition of these reforms, the Government published revised local planning regulations in 2012<sup>(3)</sup>. These introduce changes which are relevant to the SCI. In particular:

- a simplified plan preparation process with fewer formal preparation stages;
- more streamlined consultation and engagement requirements which reflect the simplified system and take account of increased use and availability of electronic communications such as email and the web.

### **Loss of Regional and Structure Plans**

**1.9** The Government is proposing to revoke regional plans and structure plan policies. For Dorset relevant plans are Regional Planning Guidance 10 (the regional spatial strategy for the south west of England) and the Structure Plan for Bournemouth Dorset and Poole. Strategic matters which cannot be dealt with by one planning authority alone now need to be addressed through the duty to cooperate. Consequently, in preparing minerals and waste local plans, it is important to involve neighbouring local planning authorities including the New Forest National Park Authority and Hampshire and Devon County Councils in case the policies in our local plans affect them.

### **A Revised Local Development Scheme**

**1.10** In July 2012 Dorset County Council published its current Minerals and Waste Development Scheme (MWDS). The scheme sets out the intended programme of plan preparation for minerals and waste plans over the period 2012-2015. It provides the first point of reference for local communities and stakeholders wishing to know when the plan preparation milestones are programmed. The SCI has been updated to take account of this.

### **How should this SCI be used?**

**1.11** This SCI sets out how the County Council will involve the community and other stakeholders in county planning matters. In particular, it:

- summarises the key stages of plan preparation and how communities are likely to be engaged (Chapter 3);
- sets out standards for engagement on planning applications (Chapter 4);
- explains how you can get involved and what information you need to give to us (Chapter 5).

**1.12** Appendix 1 identifies broad categories of stakeholders who are likely to be engaged during local plan preparation stages. This is intended to give an indication only as the full list of consultees is held on a database at County Hall and is regularly updated.

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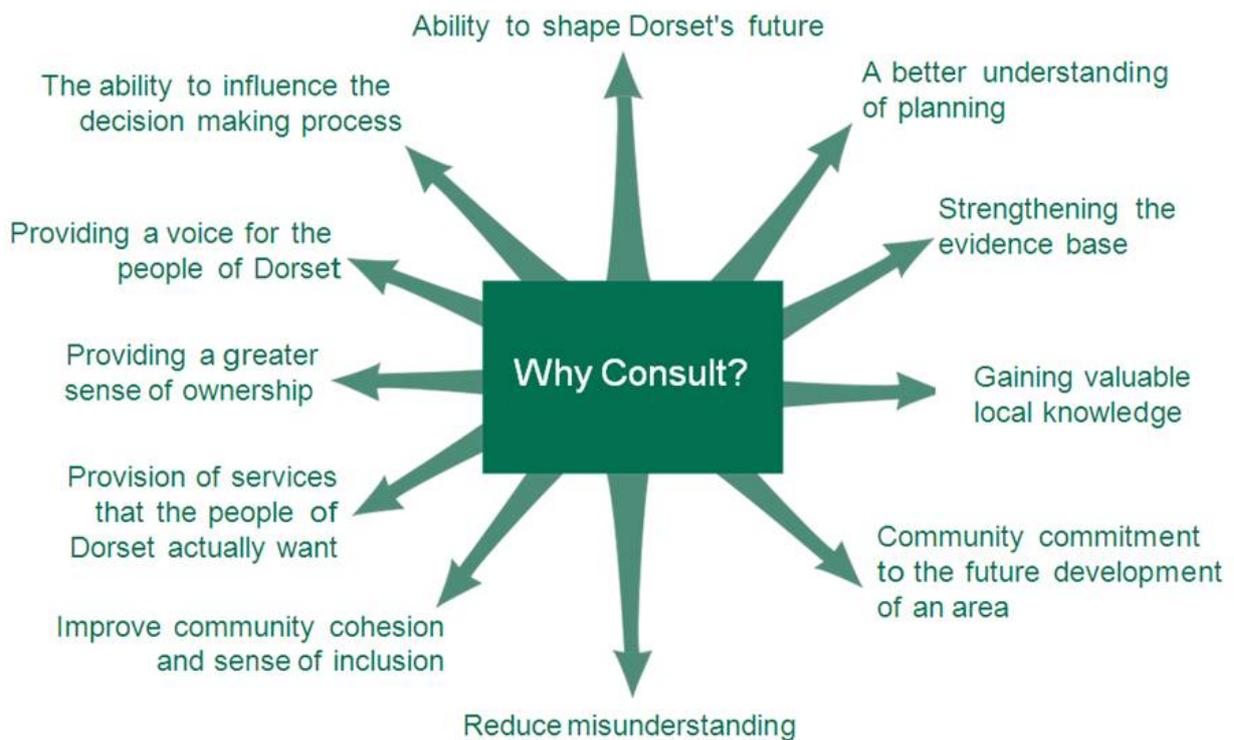
3 Town and Country Planning (Local Planning (England) Regulations 2012

**1.13** Appendix 2 shows the key stages of plan preparation and sets out the minimum commitments to community involvement which can be expected, in accordance with statutory requirements. This will not prevent additional consultation measures being used at appropriate stages if and when required. Appendix 2 also suggests possible methods that might be used over and above the minimum requirements. It is also open for individuals or groups to inform us of their specific consultation preferences. Every effort will be made to meet such requests provided that they can be resourced (financially and in terms of staff time) and do not prevent the meeting of key milestones in the Minerals and Waste Development Scheme.



## 2 Why Consult?

**2.1** At the heart of the National Planning Policy framework (NPPF) is a presumption in favour of sustainable development. This is based upon a plan-led system which requires planning authorities to plan positively to meet objectively assessed needs, unless the adverse impacts of doing so would outweigh the benefits. Decisions on planning applications which are in accordance with the development plan should also be approved without delay unless there are good reasons for not doing so. This means that planning has to perform three key roles: an economic role; a social role; and an environmental role (para 7, NPPF). It is important that communities are involved in shaping plans for their areas. There are many benefits to be gained from consulting with the community, individuals and organisations, as illustrated below:



### Links to other strategies

**2.2** This SCI sets out the commitment to consultation on county planning matters which are the responsibility of the County Council. In carrying out these commitments, there will be a number of other strategies or partnerships which, to a greater or lesser extent, may be relevant. The organisations or partnerships responsible for them will be notified during plan preparation stages where relevant. Examples of potentially relevant strategies or partnerships include:

- Shaping our Future: a sustainable community strategy for Dorset 2010-2020
- Dorset Strategic Partnership
- Community Safety Partnership
- Health and Well-being Boards for Bournemouth, Poole and Dorset
- Dorset Local Enterprise Partnership
- Dorset Community Forum
- Dorset Local Nature Partnership
- Local Transport Plan for Bournemouth, Dorset and Poole 2011-2026 (LTP3)
- Joint Municipal Waste Strategy for Dorset 2008-2033 (April 2009)
- Dorset Equality Scheme
- Other adopted and emerging local plans
- Adopted and emerging neighbourhood plans
- Strategies of neighbouring authorities or bodies covered by the duty to co-operate

### 3 What are we seeking community involvement on? Planning Policy

#### Local Plan Documents

**3.1** The County Council is responsible for preparing the strategy, policies and proposals for minerals and waste in Dorset and on behalf of Bournemouth and Poole. The 'Minerals and Waste Local Plan' is not a single document but is in fact made up of a series of plans. The local development scheme sets out the intended programme of plan preparation (this can be found at: [www.dorsetforyou.com/mwds](http://www.dorsetforyou.com/mwds)). The local plan will consist of:

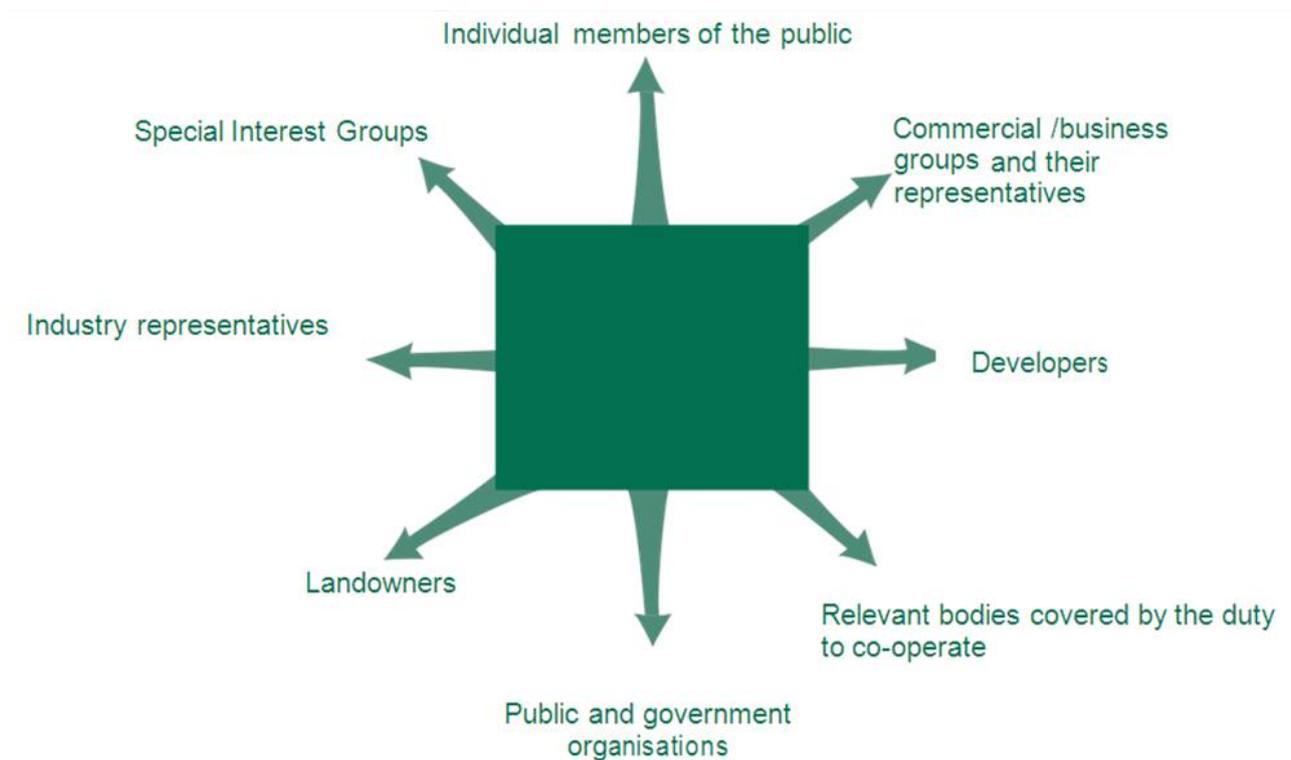
- the Minerals Strategy, which will set out the vision, spatial strategy and policies for the key minerals in Bournemouth, Dorset and Poole up to 2028;
- the Mineral Sites Plan, which will identify specific mineral sites needed to deliver the Minerals Strategy;
- the Waste Plan, which will set out the vision, strategy, sites and detailed policies for meeting waste needs across Bournemouth, Dorset and Poole; and
- the Proposals Map, which identifies policies and allocations on an ordnance survey base map. This will be revised as each plan is adopted.

**3.2** The details of each document and the timetable for their production and consultation, is summarised in the Minerals and Waste Development Scheme.

#### Who will be consulted?

**3.3** A database of all organisations thought likely to have an interest in Dorset's Minerals and Waste Local Plan is maintained and updated continually.

**3.4** Any organisation or individual can be added to this list at any time by emailing, writing to or telephoning the planning policy team with their details (see Chapter 5). The County Council will also maintain an up-to-date webpage which will set out details of minerals and waste planning matters, including contact details for the planning policy team. Appendix 1 identifies broad categories of stakeholders. Since this list is constantly changing, an up to date list is available on request. In general terms the following would be invited to get involved at appropriate stages during the process of preparing and adopting local plans:



**3.5** The involvement of organisations and individuals on the list of consultees may be tailored to particular interests or circumstances for plans and planning applications. For example, some may be concerned only with waste planning issues whereas others may wish to be consulted on minerals and waste matters. Some consultees may only be concerned with development in certain geographical locations.

**3.6** Through the Localism Act 2011 the Government introduced a duty to cooperate on planning issues that cross administrative boundaries. This cooperation must be done *'constructively, actively and on an on-going basis'* (s.110 of the Localism Act). This may in some cases involve consulting with authorities who are not geographically adjacent. There are also specific organisations (prescribed bodies) that need to be consulted where they have a particular interest in the plan. For the purposes of Dorset's minerals and waste local plans, the duty is taken to apply to the authorities and bodies listed under the relevant part of Appendix 1.

### **Effective consultation with all sections of the community**

**3.7** The County Council, in common with all local authorities, is faced with an increasingly difficult financial situation and is under pressure to find more efficient and effective ways of working. At the same time there is a commitment to encouraging and improving participation from all sections of the community. In recognition of this, Dorset County Council's Budget and Corporate Plan 2011-14 aims to 'provide innovative and value for money services'. To achieve this, the plan includes a commitment to communicate with Dorset's communities on important local issues and projects.

**3.8** Some of the key methods of consultation which may be used include:

- making use of electronic communication (the web and email);
- selective use of public events such as roadshows in popular places (for example markets) to seek views and raise awareness;
- targeted consultation of hard to reach groups where such groups are likely to have an interest in the plan. This might involve using other expertise or engagement groups which already exist;
- sending letters to local residents with a particular interest in an emerging plan who do not have access to a computer;
- attending local meetings such as parish council/neighbourhood meetings, where relevant and if invited to attend;
- making use of local libraries to put up notices when consultation is taking place;
- using press notices in select local newspapers which cover the relevant area of interest.

**At what stages will community involvement take place?**

**3.9** Community involvement should begin with plan preparation so that the opportunity exists to flag up relevant considerations or concerns which those communities wish the plan to take on board, and to ensure any options are considered early on. The County Council also considers it important to keep local communities and stakeholders informed about the progress of plans and the outcome of consultations.

**Local Plan Process and Making Representations**

**3.10** Appendix 2 sets out the County Council’s minimum standards of consultation that can be expected at each stage. The main stages of plan preparation are listed in the table below.

Plan Stage	What is this likely to involve?	Method of commenting/getting involved
Plan preparation (Regulation 18)	Evidence gathering on the plan and accompanying sustainability appraisal	Selective targeted engagement may be used
	Notify relevant persons <sup>(4)</sup> that the Planning Authority considers to have an interest in the plan that the plan is being prepared.	<ul style="list-style-type: none"> <li>• Online consultation portal</li> <li>• In writing</li> <li>• Email</li> </ul>
	Seek views about what the local plan ought to contain. This will normally be accompanied or followed by a ‘formal’	

4 This will include relevant specific consultation bodies (as defined in the Local Planning Regulations), general consultation bodies and residents/businesses

## Statement of Community Involvement

Plan Stage	What is this likely to involve?	Method of commenting/getting involved
	consultation period of at least 6 weeks.	
	Consider the representations.	N/A
Plan publication (Regulation 19)	Publication of the draft plan in the form the planning authority intends to submit to the Secretary of State	<ul style="list-style-type: none"> <li>• Online consultation portal</li> <li>• In writing</li> <li>• Email</li> </ul>
	Statutory consultation (6 weeks) inviting comments on whether or not the plan is sound and legally compliant	
Plan submission (Regulation 22)	Submission of the proposed plan to the secretary of state, together with the sustainability appraisal and other accompanying evidence (submission documents) and copies of all representations to the published draft plan	There is no opportunity to comment on the submitted plan. Outstanding representations to the publication (pre-submission) plan can be 'carried forward' to the examination.
	Notify interested parties and anyone who has asked to be notified that the plan has been submitted and that the submission documents are available for inspection	
Independent examination (Regulation 24)	<p>An independently appointed inspector considers the issues raised by representations at plan publication stage to determine whether or not the plan is legally compliant and meets the four tests of soundness, namely that it is:</p> <ul style="list-style-type: none"> <li>• positively prepared (seeking to meet objectively assessed development and infrastructure requirements in a sustainable manner);</li> </ul>	<p>Anyone with an outstanding representation from the publication stage who wishes to attend the examination in public needs to give notice to the inspector and submit a statement of evidence setting out why the plan is not considered sound or legally compliant.</p> <p>Where main modifications are proposed after submission, there will be an opportunity for</p>

Plan Stage	What is this likely to involve?	Method of commenting/getting involved
	<ul style="list-style-type: none"> <li>• justified (based on evidence and the consideration of reasonable alternatives);</li> <li>• effective (capable of being delivered);</li> <li>• consistent with national policy</li> </ul> <p>The planning authority will notify any person who has not withdrawn their representation on the published plan to inform them about the time and place of the examination.</p>	anyone with an interest in the plan to comment on these before the inspector publishes the final report.
Adoption of a local plan (Regulation 26)	If the planning authority accepts the recommendations of the inspector and proceeds to adopt a plan it will, as soon as practicable publish the plan and sustainability appraisal. An adoption statement will also be published and sent to anyone who has requested notification.	There is a 6-week period of legal challenge. A legal challenge is made to the Court and can be made on a point of law only.

Table 1 - Main stages of Plan Preparation

### Supplementary Planning Documents

**3.11** There may be a need to prepare supplementary planning documents (SPDs). These are documents which help to explain how adopted policies in local plans are to be delivered. SPDs are not included in the Minerals and Waste Development Scheme and so this SCI does not include any specific details about such documents. However, if and when an SPD should be prepared, the County Council will adhere to the following minimum level of public participation, in accordance with the Local Planning Regulations 2012:

SPD Stage	What is this likely to involve?	Method of commenting/getting involved
Preparation of SPD	<ul style="list-style-type: none"> <li>• Evidence gathering</li> <li>• Consultation draft of the SPD to be placed on the Council's website and a hard copy made available at County Hall</li> <li>• Notification (via email or in writing) of those persons considered likely to have an interest in the SPD</li> <li>• Minimum of 4 weeks (up to 12 weeks) consultation</li> </ul> <p>Optional opportunities for additional consultation methods (depending on the subject of the SPD):</p> <ul style="list-style-type: none"> <li>• Press notice</li> <li>• Meetings</li> <li>• Public exhibitions</li> </ul>	<ul style="list-style-type: none"> <li>• Online consultation portal (where available)</li> <li>• Email</li> <li>• In writing</li> </ul>
Adoption of an SPD	<ul style="list-style-type: none"> <li>• The planning authority will be responsible for adopting the SPD.</li> <li>• An adoption statement, together with the adopted SPD, will be placed on the Council's website and in County Hall</li> <li>• Anyone who has asked to be notified of the adoption of the SPD will be sent/emailed a copy of the adoption statement</li> </ul>	<p>Not a consultation stage but notification will take place as specified in the adjacent column of this table.</p>

**Table 2 - SPD consultation**

**How will the results of community involvement be fed into the preparation of Local Plan Documents?**

All representations will be logged and recorded. At key consultation stages a summary of the main issues raised will also be prepared. When reporting to relevant committees, the committee reports will highlight the key issues raised and set out a proposed response as to how the plan should address the key issues raised during consultation so that members

can make a decision based upon professional advice. As the objective will be to achieve a sound plan, the focus will be the key issues raised rather than each individual representation in its own right.

Although every individual representation will be considered, it will not be possible for the Planning Authority to respond individually to each comment as the focus will be upon the key issues which concern the soundness of the plan. However, anyone who has registered an interest in finding out how the plan has changed will be notified at each key stage and will be able to contact the planning authority to discuss their representations in more detail.



## **4 What are we seeking community involvement on? Planning Applications**

**4.1** Dorset County Council has a statutory function to determine planning applications for 'County Matter' proposals for the extraction and working of minerals and for waste management facilities and for 'Regulation 3' development undertaken by the County Council such as schools, roads and some other public services.

**4.2** The district/borough councils are the local planning authorities which deal with other planning applications (e.g. housing, offices, industrial, retail etc.).

**4.3** There are many different methods that the County Council uses to consult the community on planning applications. Different methods of consultation will be required depending on the nature and scale of the development proposed. There are three main stages of a planning application - pre-application, application and post application.

### **Pre-application discussions**

**4.4** The National Planning Policy Framework (NPPF), published in March 2012 emphasises the importance of local planning authorities working pro-actively with applicants to secure developments that improve the economic, social and environmental conditions of the area. It encourages pre-application engagement and front loading to help achieve this.

**4.5** The County Council particularly welcomes pre-application discussion. This helps resolve outstanding issues before applications are submitted.

**4.6** If the developer undertakes meaningful consultation with the local community at the pre-application stage, then this should form part of the submitted planning application in the form of a consultation statement. The statement should cover the extent to which the developer has consulted, how transparent and inclusive the process was and the degree to which potential problems and possible public objections identified at this stage have been addressed.

### **Applications**

**4.7** Once an application has been submitted, validated, and entered in the planning register, consultation will begin and representations will be invited in accordance with the timescales set out in the legislation. Section 13 of the Town and Country Planning (Development Management Procedures) (England) Order 2010 provides the basis for publicising applications. In line with this the County Council advertises planning applications which are defined as major (all minerals and waste), EIA development, departures from the development plan or affect a right of way. Such applications are advertised both by a site notice on or near the land for not less than 21 days and by publication of the notice in a local newspaper. All other applications are advertised by site display on or near the land and by serving the notice on any adjoining owner or occupier.

**4.8** Where relevant, the following organisations will be directly consulted by letter/email and sent any relevant plans and documents:

- the relevant district/borough council (all applications)
- New Forest National Park Authority
- relevant Parish and Town Council (all applications)
- Natural England (always where an SSSI may be affected)
- Environment Agency
- English Heritage (always where a SAM may be affected)
- Dorset Wildlife Trust (always where an SNCI may be affected)
- Highway Authority
- Highway's Agency
- Health & Safety Executive

### **Major Applications**

**4.9** Due to their very nature, some “major” applications determined by the County Council have potentially significant impacts on the surrounding area and in these cases the consultation minimum requirements set out above may not be sufficient. In these cases some or all of the following methods will be used:

- several site notices on large sites
- exhibitions
- one to one meetings with stakeholders (generally on request)
- direct consultation and provision of hard copies of relevant documents to the following
  - adjoining or wider Dorset district/borough councils
  - adjoining or further parish councils
  - other local groups and environmental bodies
  - adjoining county councils
  - New Forest National Park Authority

## **Making Representations on Planning Applications**

**4.10** It is important that the public are able to participate in the decision making process and the methods outlined above should ensure that those living close to proposed developments are fully aware of major planning applications and given the opportunity to comment. Officers are happy to discuss (either face to face or over the telephone) with anyone how best to lodge their support for/objections to planning applications. Representations can be made by post, email or directly from the planning application web site.

**4.11** Once a representation is received it will be acknowledged by letter/email. Details will be provided on how participation at Planning Committee can be arranged through the County's legal and democratic services unit (see paragraph 4.14). Views received in writing within the consultation period will be available to view online and will be summarised in a report to the Planning Committee (unless they are received too late in which case the Committee will receive an update). The section in the committee report setting out the observations of the Head of Planning will address the main planning policy issues and consider any relevant representations.

**4.12** Taking account of representations received, applications are determined either through delegated powers to the Head of Planning, or by councillors at the Planning Committee.

## **Appeal Procedure**

**4.13** If an applicant is granted planning permission conditionally, or refused planning permission, the planning system allows the applicant to appeal against the decision. The appeal is handled by the Planning Inspectorate on behalf of the Secretary of State and can be dealt with by an Inquiry, Hearing or Written Representations. All those people who made written representations on the original planning application will be advised by letter of the appeal procedure and how they can submit further comments. There is no need to resubmit previous representations sent in on the application as this information is copied and sent to the Planning Inspectorate. Standard notification letters are also sent to Council members, Parish Councils and other interested people. A notice will appear in the local press advertising any appeals to be dealt with by Hearings or Public Inquiries.

### **Availability of planning applications and supporting documents**

**4.14** A database of all applications currently being determined by Dorset County Council can be found on the [www.dorsetforyou.com](http://www.dorsetforyou.com) web site including details of the relevant case officer. Interested parties are encouraged to track the progress of applications on line. Hard copies of all planning applications will be made available at County Hall in Dorchester. Application documents will also be deposited at the relevant district/ borough council offices and a local library in the vicinity of the application site. These locations including the web site will be advertised in neighbour notification letters, on site notices and in the local paper.

### **Public participation at planning committee meetings**

**4.15** Dorset County Council operates a scheme to allow members of the public to participate at meetings of the Planning Committee. This scheme is open to anyone who wishes to have their say on a planning application and to inform the Committee of an issue which they should consider before coming to a decision. Members of the public will normally be allowed to speak for up to three minutes, by prior arrangement with Democratic Services and at the discretion of the Chairman. The Committee will then listen to representations, but will not engage in debate. Further information is available from the Democratic Services Unit on 01305 224185.

## 5 Monitoring, Review and Getting Involved

### Monitoring, Review and Getting Involved

**5.1** Dorset County Council's SCI will be reviewed from time to time to ensure it is up-to-date with current legislation and sets out an appropriate benchmark for meeting consultation requirements. When carrying out consultation there will be an opportunity to update records of consultees and to engage with particular communities that have a specific interest in a local plan or part of it. Dorset County Council will also keep a record of the number of responses to consultation and the range of interests involved.

**5.2** Anyone with an interest in county planning matters<sup>(5)</sup> can contact Dorset County Council and register their interest. Within reason, and depending on time/resources, the County Council will attempt to tailor its consultation to suit the needs and interests of individuals or organisations.

### How can I get involved?

**5.3** If you have an interest in county planning matters then you have an opportunity to let us know at any stage (see below for contact details).

#### ***It would be helpful if you could let us know:***

1. Your name, address and email. A phone number you can be contacted on may also be useful.
2. Which plan(s) you are interested in?
  - a. Mineral Strategy
  - b. Mineral Sites Plan
  - c. Waste Local Plan
  - d. All of the plans
3. Do you have any particular consultation requirements or preferences you would like us to take into account?
  - a. For example this could include a request that officers attend selected parish council meetings if there is a particular local interest.
4. Are you interested in specific planning applications?
  - a. If so, you can respond directly to the County Planning Authority on planning applications as and when they are being consulted on.

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5 Minerals and waste planning and other development where the County Council is the determining authority

### **Planning Aid**

**5.4** Planning Aid is a voluntary service offering free, professional and impartial advice on planning issues to community groups and individuals who cannot afford to employ a planning consultant. Planning Aid in Dorset is provided by the South West Regional branch of the Royal Town Planning Institute. For initial planning enquiries in the South West region, contact one of the caseworkers on 0870 850 9807. Further information is provided on the Planning Aid web site at <http://www.planningaid.rtpi.org.uk>.

### **Contacting Us / Further Information**

If you would like to notify us of your particular interests (see questions 1-5 above) you can contact us at:

Planning Policy Team, Dorset County Council, County Hall, Dorchester, DT1 1XJ.

Email: [mwdf@dorsetcc.gov.uk](mailto:mwdf@dorsetcc.gov.uk)

Tel: 01305 228585 or 228571

### **Further information can be found on the Dorset For You website:**

- County Planning Applications - [www.dorsetforyou.com/planning/county](http://www.dorsetforyou.com/planning/county)
- Minerals and Waste Planning Policy - [www.dorsetforyou.com/mwdf](http://www.dorsetforyou.com/mwdf)

## **Appendix 1 - List of Local Plan Consultees**

The following list of consultees is intended to give an indication of the likely bodies that will be consulted, if they have an interest, when a local plan is being prepared. It will not always be appropriate to consult everyone listed. Equally, there may be times when more widespread consultation is needed. The list is broadly organised into main groupings, although some may cross over from one to another.

**Duty to Co-operate:**

Sub-Category	Who this may include	
Local authorities	<p>Where the plan is relevant to them, this will include:</p> <ul style="list-style-type: none"> <li>● all district authorities within the Dorset County area;</li> <li>● the unitary authorities of Bournemouth and Poole (partner organisations in the preparation of joint minerals and waste plans);</li> <li>● New Forest National Park Authority.</li> </ul>	<ul style="list-style-type: none"> <li>● adjacent county planning authorities (Devon, Somerset, Wiltshire, Hampshire);</li> <li>● district councils adjacent to Dorset</li> <li>● any other planning authority with an interest in minerals and waste which would be affected by the local plans identified in this SCI</li> </ul>
Prescribed bodies	<p>The following 'prescribed bodies' / organisations should be consulted where a plan is likely to affect their particular responsibilities or interests:</p> <ul style="list-style-type: none"> <li>● the Environment Agency;</li> <li>● the Historic Buildings and Monuments Commission for England (known as English Heritage);</li> <li>● Natural England;</li> <li>● the Mayor of London;</li> <li>● the Civil Aviation Authority;</li> <li>● the Homes and Communities Agency;</li> </ul>	<ul style="list-style-type: none"> <li>● the Primary Care Trust;</li> <li>● the Office of Rail Regulation;</li> <li>● Transport for London;</li> <li>● each Integrated Transport Authority;</li> <li>● each highway authority (including the Secretary of State, where the Secretary of State is the highways authority);</li> <li>● the Marine Management Organisation;</li> <li>● Dorset Local Enterprise Partnership;</li> <li>● the Local Nature Partnership (Wild Purbeck)</li> </ul>

**Table 3**

**Specific consultation bodies**

Who this may include	
Sub-category	Who this may include
Specified organisations	<ul style="list-style-type: none"> <li>● the Coal Authority <sup>(6)</sup></li> <li>● the Environment Agency;</li> <li>● the Historic Buildings and Monuments Commission for England (known as English Heritage);</li> <li>● the Marine Management Organisation;</li> <li>● Natural England;</li> <li>● Network Rail Infrastructure Limited;</li> <li>● the Highways Agency;</li> </ul>
Persons responsible for undertaking electricity, gas, water and sewerage utilities	<ul style="list-style-type: none"> <li>● a relevant authority any part of whose area is in or adjoins the administrative area of Dorset County Council;</li> <li>● any person covered by the Electronic Communications Code or who owns or controls electronic communications apparatus situated within the administrative area of Dorset County Council;</li> <li>● NHS Commissioning Board / clinical commissioning groups <sup>(7)</sup></li> <li>● the Homes and Communities Agency.</li> </ul>
Relevant authorities	<ul style="list-style-type: none"> <li>● British Gas</li> <li>● British Telecom</li> <li>● Virgin Media</li> <li>● National Grid UK</li> <li>● Southern Electric</li> <li>● Scottish and Southern Energy SSE</li> </ul>
	<ul style="list-style-type: none"> <li>● Sembcorp Bournemouth Water</li> <li>● South West Water</li> <li>● Wessex Water</li> <li>● Mobile phone service providers</li> </ul>
	<ul style="list-style-type: none"> <li>● Local planning authorities in DCC area:</li> <li>● Purbeck District Council</li> </ul>

6 The Coal Authority has written to confirm that it does not wish to be notified about Dorset County Council's local plans (as there are no coalfields in the area) and that the letter can be taken to be the Coal Authority's response to any such consultations.

7 The Health and Social Care Act 2012 abolished Strategic Health Authorities and NHS Primary Care Trusts. The Local Planning Regulations will be amended to reflect their replacement by the NHS Commissioning Board and clinical commissioning groups. This will apply to specific consultation bodies and the duty to co-operate.

Sub-category	Who this may include	
	<ul style="list-style-type: none"> <li>● Christchurch Borough Council</li> <li>● East Dorset District Council</li> <li>● North Dorset District Council</li> </ul>	<ul style="list-style-type: none"> <li>● West Dorset District Council</li> <li>● Weymouth and Portland Borough Council</li> </ul>
	Unitary authorities in Dorset: <ul style="list-style-type: none"> <li>● Bournemouth Borough Council</li> <li>● Borough of Poole</li> </ul>	
	Adjoining county and district councils: <ul style="list-style-type: none"> <li>● Devon County Council</li> <li>● East Devon District Council</li> <li>● Hampshire County Council</li> <li>● New Forest District Council</li> </ul>	<ul style="list-style-type: none"> <li>● New Forest National Park Authority</li> <li>● South Somerset District Council</li> <li>● Somerset County Council</li> <li>● Wiltshire Unitary Authority</li> </ul>
	All Parish/Town Councils within and immediately adjoining Dorset plus the Dorset Association of Parish & Town Councils – list available on request	
	Local policing body (Dorset Police)	

Table 4

**General consultation bodies/others**

Sub-category	Who this may include		
Voluntary bodies	Those relevant voluntary bodies with a known interest and/or who have expressed an interest in getting involved.		
Bodies representing the interests of different racial, ethnic or national groups	Those relevant bodies with a known interest and/or who have expressed an interest in getting involved.		
Bodies representing the interests of different religious groups	Those relevant religious bodies with a known interest and/or who have expressed an interest in getting involved		
Bodies representing the interests of disabled persons	Those relevant religious bodies with a known interest and/or who have expressed an interest in getting involved		
Bodies representing the interests of persons carrying out business	<ul style="list-style-type: none"> <li>● Dorset Local Enterprise Partnership</li> <li>● Business Link Wessex</li> <li>● Dorset Business</li> <li>● Dorset Chamber of Commerce and Industry</li> </ul>		
Environmental Groups	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>● Dorset Local Nature Partnership</li> <li>● British Geological Survey British Institute for Geological Conservation</li> <li>● BTCV – Dorset</li> <li>● Butterfly Conservation</li> <li>● Dorset NFU</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>● Dorset Regionally Important Geological Sites (DIGS)</li> <li>● Dorset Wildlife Trust</li> <li>● East Dorset Community Partnership</li> <li>● East Dorset Friends of The Earth</li> <li>● Environmental Council</li> <li>● Environmental</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>● Dorset Local Nature Partnership</li> <li>● British Geological Survey British Institute for Geological Conservation</li> <li>● BTCV – Dorset</li> <li>● Butterfly Conservation</li> <li>● Dorset NFU</li> </ul>	<ul style="list-style-type: none"> <li>● Dorset Regionally Important Geological Sites (DIGS)</li> <li>● Dorset Wildlife Trust</li> <li>● East Dorset Community Partnership</li> <li>● East Dorset Friends of The Earth</li> <li>● Environmental Council</li> <li>● Environmental</li> </ul>
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Sub-category	Who this may include	
	<ul style="list-style-type: none"> <li>● Campaign to Protect Rural England (CPRE) – Dorset branch</li> <li>● Cranborne Chase and West Wiltshire Downs AONB</li> <li>● Dorset AONB Management Group</li> <li>● Dorset Archaeological Society Dorset Coast Forum</li> <li>● Dorset Geologist Association Group</li> <li>● Dorset Natural History and Archaeological Society</li> </ul>	<ul style="list-style-type: none"> <li>● Services Association</li> <li>● Greenpeace UK</li> <li>● Herpetological Conservation Trust</li> <li>● Landmark Trust</li> <li>● National Farmers Union National Society for Clean Air (South West)</li> <li>● Rage in the Piddle</li> <li>● Ramblers Association, Dorset Area</li> <li>● RSPB</li> <li>● RSPB South West</li> <li>● Region South West Coast Path Forum</li> <li>● Wildlife Trust</li> <li>● WWF (UK)</li> </ul>
Consultants	<ul style="list-style-type: none"> <li>● Adams Hendry</li> <li>● Alliance Environment &amp; Planning Ltd</li> <li>● Barton Willmore</li> <li>● Brimble Lea &amp; Partners</li> <li>● Carter Jonas</li> <li>● Chapman Warren, Town Planning Consultants</li> </ul>	<ul style="list-style-type: none"> <li>● Nathaniel Lichfield &amp; Partners</li> <li>● Nigel Moore &amp; Associates</li> <li>● Robert Long</li> <li>● Savills plc</li> <li>● White Young &amp; Green</li> <li>● Southern Planning Practice Sturdy Associates</li> </ul>

Sub-category	Who this may include	
	<ul style="list-style-type: none"> <li>● Cladding consultants Ltd.</li> <li>● Cluttons LLP</li> <li>● Colin Buchanan Partners</li> <li>● Dialogue By Design</li> <li>● DPDS Consulting</li> <li>● Dreweatt Neate</li> <li>● Geoffrey Walton</li> <li>● Humberts Chartered Surveyors</li> <li>● Lawrence, John R and Partners Ltd</li> <li>● Malcolm Judd &amp; Partners</li> <li>● N &amp; G Rowberry</li> </ul>	<ul style="list-style-type: none"> <li>● D K Symes and Associates</li> <li>● Terence O'Rourke plc</li> <li>● Wardell Armstrong</li> <li>● Weeks Technical Services</li> <li>● Woodlands Manor Estates Ltd</li> <li>● Land and Mineral Management Ltd</li> <li>● Marden Edwards Ltd</li> <li>● David Jarvis Associates Limited</li> </ul>
Mineral Companies	<ul style="list-style-type: none"> <li>● Aggregate Industries UK Ltd</li> <li>● Alan Lander</li> <li>● Albion Stone Quarries Ltd</li> <li>● Andrews Plant</li> <li>● B P Amoco Ltd</li> <li>● Bardon Aggregates</li> <li>● Beacon Hill Brick Co</li> <li>● Biffa Waste Services (Whites Pit) Bonfield, H F &amp; Son</li> </ul>	<ul style="list-style-type: none"> <li>● Institute of Quarrying</li> <li>● Kaoline and Ball Clay Association</li> <li>● Keates Quarries</li> <li>● Lafarge Aggregates Ltd</li> <li>● Lander's Quarries</li> <li>● Lewis and Son</li> <li>● Lovell Purbeck Ltd</li> <li>● M J Higgins</li> <li>● Marnhull Stone Quarries</li> </ul>

Sub-category	Who this may include
	<ul style="list-style-type: none"> <li>● Brick Clay Development Association</li> <li>● British Aggregates Association</li> <li>● British Ball Clay Producers Federation</li> <li>● British Cement Association</li> <li>● British Ceramic Confederation</li> <li>● British Marine Industries Federation</li> <li>● British Stone</li> <li>● Cemex UK Materials Ltd</li> <li>● Cobbs Quarries</li> <li>● Colin Kaye</li> <li>● Confederation of British Industry</li> <li>● Crook, G &amp; Sons Ltd</li> <li>● Eco Composting</li> <li>● Foster Yeoman</li> <li>● Hanson Aggregates</li> <li>● Haysom, W J &amp; Son</li> <li>● HMI, Mines &amp; Quarries</li> <li>● Ibstock Brick Ltd</li> <li>● Ibstock Group Ltd.</li> <li>● Imerys Minerals Ltd</li> <li>● Industrial Minerals Ltd.</li> </ul>
	<ul style="list-style-type: none"> <li>● Mineral and Resource Planning Associates</li> <li>● Mineral Products Association</li> <li>● Mineral Valuers</li> <li>● New Milton Sand &amp; Ballast Company</li> <li>● North Dorset Stone Company</li> <li>● Oasis Plant</li> <li>● P B Lovell Quarries Ltd</li> <li>● Parkstone Unit Manager, Tarmac</li> <li>● Portland Stone Ltd</li> <li>● QPA England and Wales</li> <li>● Wales Raymond Brown</li> <li>● Sherborne Castle Estates</li> <li>● Sita</li> <li>● Stone Firms Ltd</li> <li>● Swanage Quarries</li> <li>● Tarmac Southern Ltd</li> <li>● The Holme Estate</li> <li>● The Stone Federation of Great Britain</li> <li>● Warren and Sons</li> <li>● Wessex Horticultural</li> </ul>

Sub-category	Who this may include	
Waste companies/ organisations	<ul style="list-style-type: none"> <li>● Ava Skip</li> <li>● Biffa Waste Services</li> <li>● Biffa Waste Services Ltd</li> <li>● Chartered Institute of Waste Management</li> <li>● Cleanaway Ltd</li> <li>● Commercial Recycling</li> <li>● Community Recycling Network</li> <li>● Dorset Scrapstore</li> <li>● Dorset Waste Forum</li> <li>● Dorset Waste Partnership</li> <li>● Dorset Waste Management</li> </ul>	<ul style="list-style-type: none"> <li>● ETSU</li> <li>● Foot, D H J Ltd</li> <li>● H F Bonfield and Sons</li> <li>● Hales Waste Control Ltd</li> <li>● Marwalk Development Ltd</li> <li>● National Resource and Waste Forum</li> <li>● New Earth Solutions</li> <li>● Onyx UK Ltd</li> <li>● Representative of Recyclers</li> <li>● Shanks</li> <li>● Sita Ltd</li> <li>● Site Control Center</li> <li>● Viridor</li> <li>● Waste Watch</li> </ul>
Landowners	Those relevant landowners with a known interest and/or who have expressed an interest in getting involved.	
Transport	Those relevant transport bodies with a known interest and/or who have expressed an interest in getting involved.	

Sub-category	Who this may include
Community Groups & Partnerships	Those relevant bodies with a known interest and/or who have expressed an interest in getting involved.
Housing Associations	Those relevant housing associations with a known interest and/or who have expressed an interest in getting involved.
Businesses within Dorset	Those relevant businesses with a known interest and/or who have expressed an interest in getting involved.
Education	Those relevant education bodies with a known interest and/or who have expressed an interest in getting involved.
Residents	<ul style="list-style-type: none"> <li>● Such residents that are likely to be affected by the plan's proposals</li> <li>● Other residents that have asked to be kept informed</li> </ul>

Table 5

## **Appendix 2 - Consultation on Local Plan documents**

Appendix 2 sets out the minimum consultation requirements for plan preparation stages, together with additional methods which may be used if appropriate.

Key stage	Who will be notified?	Period of consultation / notice period	Minimum consultation or notification method	Additional methods which may be used
<p>Plan Preparation (Reg 18) – including sustainability appraisal evidence gathering and scoping</p>	<p>Those bodies or persons that the County Planning Authority considers to have an interest in the plan will be notified when a Plan it being prepared and invited to make representations about what the plan ought to contain. Such bodies will include:</p> <ul style="list-style-type: none"> <li>● relevant specific Consultation bodies;</li> <li>● relevant general consultation bodies</li> <li>● residents or businesses within the area from whom the County Planning Authority consider it appropriate to invite representations</li> </ul>	<p>Informal and on-going Involvement in plan preparation will be possible up to its publication. There will be at least one 'formal' consultation period during plan preparation, normally with a minimum consultation period of 6 weeks (up to a maximum of 12 weeks)</p>	<p>Where a draft plan is prepared, this will be made available at County Hall and the main offices of Bournemouth and Poole Councils</p> <p>Draft plan(s) and accompanying documents will be published on the website (<a href="http://www.dorsetforyou.com">www.dorsetforyou.com</a>)</p> <p>Those considered to have an interest will be emailed or sent a letter setting out:</p> <ul style="list-style-type: none"> <li>● the consultation period;</li> <li>● the plan stage;</li> <li>● how the plan can be viewed (including an electronic copy or link where relevant)</li> </ul>	<p>Press notice and / or local newspaper advertisement</p> <p>Posters/notices in relevant locations, such as main council offices and local libraries</p> <p>Stakeholder / focus group meetings</p> <p>Public meetings, exhibitions, workshops</p>
<p>Plan Publication (Reg 19)</p>	<p>All those notified at plan preparation stage will be notified about:</p> <ul style="list-style-type: none"> <li>● the consultation period;</li> <li>● the plan stage;</li> </ul>	<p>Statutory period of 6 weeks</p>	<p>Plan and accompanying documents will be made available at County Hall and the main offices of Bournemouth and Poole Councils.</p>	<p>Press notice and / or local newspaper advertisement</p>

Key stage	Who will be notified?	Period of consultation / notice period	Minimum consultation or notification method	Additional methods which may be used
	<ul style="list-style-type: none"> <li>• how they can make representations on the published plan; and</li> <li>• where it can be inspected.</li> </ul>		<p>Plan and accompanying documents to be published on the website (<a href="http://www.dorsetforyou.com">www.dorsetforyou.com</a>)</p> <p>Email (or letter) sent to those notified at plan preparation stage.</p>	<p>Posters/notices in relevant locations, such as main council offices and local libraries</p> <p>Stakeholder / focus group meetings</p>
Submission of Plan to Secretary of State (Reg 22)	<p>All those notified at plan preparation stage will be notified that the plan has been submitted and where it can be inspected.</p> <p>Anyone who has specifically asked to be notified when the plan is submitted.</p>	<p>This is not a consultation stage.</p>	<p>Plan and accompanying documents to be sent in paper form and electronically to the Secretary of State.</p> <p>Plan and accompanying documents will be made available at County Hall and the main offices of Bournemouth and Poole Councils.</p> <p>A statement will be placed on the website and made available at County Hall and the main offices of Bournemouth and Poole Councils</p> <p>setting out the fact that the plan and accompanying documents available and the times at which they can be inspected.</p>	<p>Press notice and / or local newspaper advertisement may be considered (for example in cases where public interest beyond known consultees is likely to be significant).</p>

Key stage	Who will be notified?	Period of consultation / notice period	Minimum consultation or notification method	Additional methods which may be used
Independent Examination (Reg 24)	<p>Any person with an outstanding representation from the plan publication (Reg 19) stage</p> <p>In the event of main modifications being proposed:</p> <p>All those notified at plan preparation stage or who has asked to be notified about main modifications will be informed.</p>	<p>Notification about examination: at least 6 weeks before the examination.</p> <p>Consultation period for main modifications: 6 weeks</p>	<p>Plan and accompanying documents to be published on the website (<a href="http://www.dorsetforyou.com">www.dorsetforyou.com</a>)</p> <p>Those considered to have an interest will be emailed or sent a letter notifying them of the fact that the plan has been submitted.</p> <p>A public notice will be placed on the dorsetforyou website and a hard copy placed on display in the main offices of Bournemouth, Dorset and Poole councils. This will set out the date, time and place of the examination hearing, together with the name of the appointed inspector.</p> <p>Any person with an outstanding representation from the plan publication (Reg 19) stage will be emailed or written to.</p> <p>In the event of main modifications being proposed:</p>	<p>N/A</p>

Key stage	Who will be notified?	Period of consultation / notice period	Minimum consultation or notification method	Additional methods which may be used
Publication of Inspector's recommendations (Reg 25)	<p>All persons who have requested to be notified will be given notice that the recommendations are available.</p> <p>Inspector's recommendations will be published on the dorsetforyou website and hard copies placed in the main offices of Bournemouth, Dorset and Poole Councils.</p>	This is not a consultation stage.	<p>Notification will be via email or letter; and public notice on website and in the main council offices of Bournemouth, Dorset and Poole</p> <p>Website, hard copies in main council offices, email or letter to those who have requested notification.</p>	None

Key stage	Who will be notified?	Period of consultation / notice period	Minimum consultation or notification method	Additional methods which may be used
Adoption of a plan (Reg 26)	<p>The Secretary of State</p> <p>Anyone who has specifically asked to be notified when the plan is submitted will be sent a copy of the adoption statement.</p>	<p>This is not a consultation stage.</p>	<p>As soon as is reasonably practicable after it adopts a plan the County Planning Authority will make available on its website (and in paper form at Bournemouth Dorset and Poole main offices):</p> <ul style="list-style-type: none"> <li>● the local plan;</li> <li>● an adoption statement;</li> <li>● the sustainability appraisal report;</li> <li>● details of the places and times where the plan can be inspected.</li> </ul> <p>A copy of the adoption statement will be sent to the Secretary of State and to anyone who has specifically asked to be notified.</p>	<p>N/A</p>

Table 6



Planning Policy  
Environment  
Dorset County Council  
County Hall, Colliton Park  
Dorchester, Dorset DT1 1XJ

[www.dorsetforyou.com/mwdf](http://www.dorsetforyou.com/mwdf)

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