

# REPORT TO EXECUTIVE

## PORTFOLIO AREA: Infrastructure and Environment

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Date of Meeting: 23<sup>rd</sup> October 2006

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Public

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Key Decision: Yes

Recorded in Forward Plan: Yes

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Inside Policy Framework

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**Title:** Draft Statement of Community Involvement

**Report of:** Director of Planning and Housing Services

**Report reference:** DS.83/06

### Summary:

This report sets out the background to the preparation of the Draft Statement of Community Involvement (SCI) which is required by the Planning and Compulsory Purchase Act 2004. A Statement of Consultation on preparation to date of the SCI is also included. The report requests that formal consultation be commenced in the process towards adoption for use as part of the Local Development Framework.

### Recommendations:

It is recommended that the draft Statement of Community Involvement be forwarded to Council for approval prior to consultation.

Catherine Elliot  
**Direct of Development Services**

**Contact Officer:** Chris Hardman

**Ext:** 7190

**Note:** in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: The Town and Country Planning (Local Development) (England) Regulations 2004 and PPS12 Local Development Frameworks

## **1.0 BACKGROUND INFORMATION AND OPTIONS**

- 1.1 The Local Development Framework introduced by the Planning and Compulsory Purchase Act 2004 requires a Statement of Community Involvement (SCI) to be produced by each Local Planning Authority. The SCI document sets out how the Planning Department will involve communities and stakeholders in the production of policy and decisions on major planning applications.
- 1.2 The SCI supports all documents prepared under the new Local Development Framework. It sets out who, how and when communities and stakeholders will be involved in policy production and major planning application decisions. The management and resourcing of any consultation within the SCI document is also included.
- 1.3 This stage of the process is defined in PPS12 as the pre-submission draft. The draft Statement of Community Involvement and the Statement of Consultation on the SCI is attached at Appendix 1.

## **2.0 CONSULTATION**

### **2.1 Consultation to Date**

Regulation 25 of the Town and Country Planning (Local Development) (England) Regulations 2004 requires early involvement before the writing of the draft SCI. This has already been completed by departmental consultations, a questionnaire being sent to selected stakeholders and a section included in the May 2006 Citizens Panel questionnaire. The results of these are set out in the Statement of Consultation on the SCI attached at Appendix 2.

### **2.2 Consultation Proposed**

A formal 6 week consultation stage is proposed. Notices will be placed in the Cumberland News and posters in libraries. The draft document will be available on the Council's web site, at the customer contact centre and local libraries.

- 2.3 Following consultation the responses will be reported back to Infrastructure Overview and Scrutiny Committee. Consultation feedback will enable editing of the draft SCI before a further report back to Executive. Following approval by Council a revised version will be submitted to the Secretary of State, at the same time as further consultation. An examination into the document will be undertaken by the Planning Inspectorate. Recommendations by the Inspectorate will be binding and need to be incorporated into the SCI before adoption.

### **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the draft Statement of Community Involvement be forwarded to Council for approval prior to consultation.

### **4.0 REASONS FOR RECOMMENDATIONS**

- 4.1 In order to fulfil the statutory requirements of the Planning and Compulsory Purchase Act 2004 the Council is required to consult on a draft version towards adoption of the Statement of Community Involvement.

### **5.0 IMPLICATIONS**

- Staffing/Resources – The document production and management of the consultation is resourced from within the Local Plans and Conservation section.
- Financial – Costs of production and consultation are contained within Local Plans and Conservation budgets.
- Legal – The consultation process proposed is a statutory requirement of the Planning and Compulsory Purchase Act 2004 and associated regulations and guidance.
- Corporate – The SCI will provide a framework for the Planning section's involvement with the communities and stakeholders affected by policies and development proposals.

- Risk Management – Without consultation on the draft SCI the Council will not be able to fulfil its statutory requirements under the Planning and Compulsory Purchase Act 2004.
- Equality Issues – Documents will be available in different formats on request. Access issues relating to consultation are covered in the document.
- Environmental – None
- Crime and Disorder – Appropriate bodies who are involved in the reduction of antisocial behaviour are included in the list of consultation stakeholders.
- Impact on Customers – The SCI sets out how they can get involved and have their say on all planning policy and development decisions.

Catherine Elliot  
**Direct of Development Services**

**Contact Officer:** Chris Hardman

**Ext:** 7190

**Draft Statement of Community Involvement  
and  
The Statement of Consultation on the SCI**

**The Statement of Consultation on the SCI**



**Draft**  
**Statement of**  
**Community**  
**Involvement**

**October 2006**

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## 1 Introduction

- 1.1 The Statement of Community Involvement (SCI) sets out the Council's intended approach to engaging effectively with the community on all planning policies and decisions. The new Local Development Framework introduced in the Planning and Compulsory Purchase Act 2004 requires the Council to prepare Development Plan Documents with early consultation with all stakeholders and communities affected.
- 1.2 This differs from the existing system where consultation occurs at a later stage, once the **planning policies** have been written. The Government aim is to empower communities and stakeholders to help shape their own environments and be enabled to play a key role in plan making.
- 1.3 Community involvement at the **planning application** stage will be increased for larger or sensitive proposed developments. This will be done by encouraging consultation at an early stage (before the application is formally submitted) and by increased involvement through the planning process.

**Creating Better places to Live – Guide to the Planning System in England** provides more information on the planning system. It is published by the Government and is available on [www.planningportal.gov.uk](http://www.planningportal.gov.uk) which can also be accessed through the planning section of Carlisle website [www.carlisle.gov.uk](http://www.carlisle.gov.uk)

### ***Carlisle City Council's vision***

- 1.4 We seek to extend community involvement in many areas, including in the planning processes as described in this document.
- 1.5 Carlisle City Council welcomes participation by its citizens in its work and has won 'Excellence in Communications' award for its Focus magazine from the Chartered Institute of Public Relations in 2005.
- 1.6 The Council was awarded a "good" score in the Government's Comprehensive Performance Assessment (CPA) process announced in October 2004. The assessment found that Carlisle City Council is doing well in the following areas:
- The Council has consulted with local people and is acting on their views, including responding to the views and needs of young people.
  - It is working in partnership with others to deliver improvements for the residents of Carlisle.
- 1.7 The Council says in its City Vision Partnership booklet that

"City Vision is all about communities having their say in the future but it doesn't stop there. This Partnership is committed to communities being empowered and effectively involved in making decisions that affect their lives"

with a Key Priority

"To ensure we effectively act upon the views of the people of Carlisle, involve our communities more actively in decision making in the city area ....."

and in their Listening to the Rural Voice strategy

“A rural society that is fully engaged in decision-making processes that affect local issues and has the capacity and support to address local problems and opportunities”

### ***Council's strategy for community involvement in planning***

- 1.7 We want to make it as easy as possible for you to become involved in the planning system. Ensuring that your views and comments are received as early as possible will mean that we will have time to take your views into account in drawing up policies and proposals. Communication must be a two way process where everyone who wants can be:

INVOLVED in the planning process;  
EMPOWERED to have a voice within the planning and decision making process; and  
ENABLED to play a key role in the strategic planning of the environment.

- 1.8 We have the following strategic aims:
- To create plans that reflect the wishes of the community
  - To involve all stakeholders / community that will be affected by the plan
  - To engage in consultation appropriate for the task / fit for purpose
  - To allow feasible time scales for consultations
  - To be transparent
  - To be fully accessible
  - To make effective use of resources.
  - To provide feed back showing how consultation has affected policy

Consultation will not take place when:

- modification of plans is not possible
- there is only one option
- the community has recently been consulted on the same issue

This will help to avoid consultation fatigue

- 1.9 In support of these Strategic Aims and in line with Government requirements, we will consult and secure community involvement in two areas of planning.

- A. Development Plan Documents and Supplementary Planning Documents that are part of the Local Development Framework as set out in the 'Local Development Scheme for Carlisle District'
- B. Development Control decision making in relation to major planning applications

- 1.10 Where possible the consultation on planning issues will be linked to other council consultations. All consultations by the planning section are set out 3 years in advance to enable Council consultation co-ordination.

- 1.11 The Planning Charter June 2006 states that 'the Council is committed to providing a Planning Service that:

- "Provides the local community with appropriate opportunities for influencing planning policy, for commenting on applications and for ensuring the quality of decisions."
- "Works with partners and stakeholders for the benefit of the community."

- “Council is committed to providing the best possible pre-application service and will encourage developers and applicants to enter into pre-application discussions with the Council, the local community and any relevant stakeholder groups at the earliest opportunity.”

## ***The new planning system***

- 1.11 Under the new planning system that came into force in 2004, central Government requires local authorities to consult stakeholders and the community upon their development plans. The current development plan is the Carlisle District Local Plan adopted 1997, the Cumbria and Lake District Joint Structure Plan 2001 – 2016 and Regional Planning Guidance for the North West. These are at present in the final stages of being replaced by the Carlisle District Local Plan 2001 – 2016 and the Regional Spatial Strategy.

Carlisle District Local Plan 2001–2016 can be viewed on the website <a href="http://www.carlisle.gov.uk">www.carlisle.gov.uk</a>
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- 1.12 Under the new system the Council’s Local Development Framework will consist of a “saved” Local Plan and a number of Supplementary Planning Documents. In time the Local Plan will be replaced by a series of Development Plan Documents
- 1.13 Meanwhile, in order to complete the Local Plan 2001 – 2016 the findings of the Carlisle Renaissance, the Strategic Flood Risk Assessment, Strategic Environmental Assessment, Retail Capacity Study Update and the Regional Spatial Strategy have been taken into account in the Revised Redeposit Draft Local Plan 2001-2016. This Plan went out for 6 week consultation in between 25<sup>th</sup> September and 3<sup>rd</sup> November 2006.

## **2 This Statement of Community Involvement (SCI)**

- 2.1 This document (the SCI) draft will be available for consultation between 20 November 2006 and 5 January 2007. Your comments can be sent to us by filling in the form on the Council website [www.carlisle.gov.uk](http://www.carlisle.gov.uk) or by using the provided form with this document. Additional copies are available from:

Planning and Housing Services  
Carlisle City Council  
Civic Centre  
Carlisle CA3 8QG

tel 01228 817193

### ***Participation in this draft SCI***

- 2.2 The process for preparation of the Statement of Community involvement is indicated below. The Council will secure community participation in the draft document in this context.
- 2.3 Participation in the preparation of this document involves your input to ensure that we do involve you when and how it is most effective.
- A consultation letter was sent to 69 consultees asking if there were any planning policy making or planning application consultation issues, with 6 weeks to respond. (Reg 25)
  - 11 questions included in the May 06 Citizens Panel to 1,000 local members of the community. (Reg 25)
  - Discussion and 6 week consultation on the draft SCI to enable its revision to produce the submission SCI.
  - 6 week consultation on submission SCI
  - independent examination by Inspector of submission SCI for compliance with the tests of soundness set out in Appendix 1 and your representations
  - Inspectors report enables us to produce adopted SCI

### ***Reviewing the SCI***

- 2.4 The effectiveness of the Statement of Community Involvement and consultation process will be reviewed in the future as part of the continuous process of updating the Local Development Documents. The timetable for any future reviews will be included in the Local Development Scheme.

### 3 Community involvement in the Local Development Framework (LDF)

#### Background

- 3.1 The LDF is a set of documents that describes the policy framework for promoting and controlling development.
- 3.2 There are two types of local development documents:
- **development plan documents** that have been subject to independent examination and have the status of a development plan, which carry more weight.
  - **supplementary planning documents**, which are not subject to independent examination and do not have development plan document status. However, they will be subject to rigorous procedures of community involvement and sustainability appraisal so giving them considerable influence on decisions.

#### The Local Development Framework

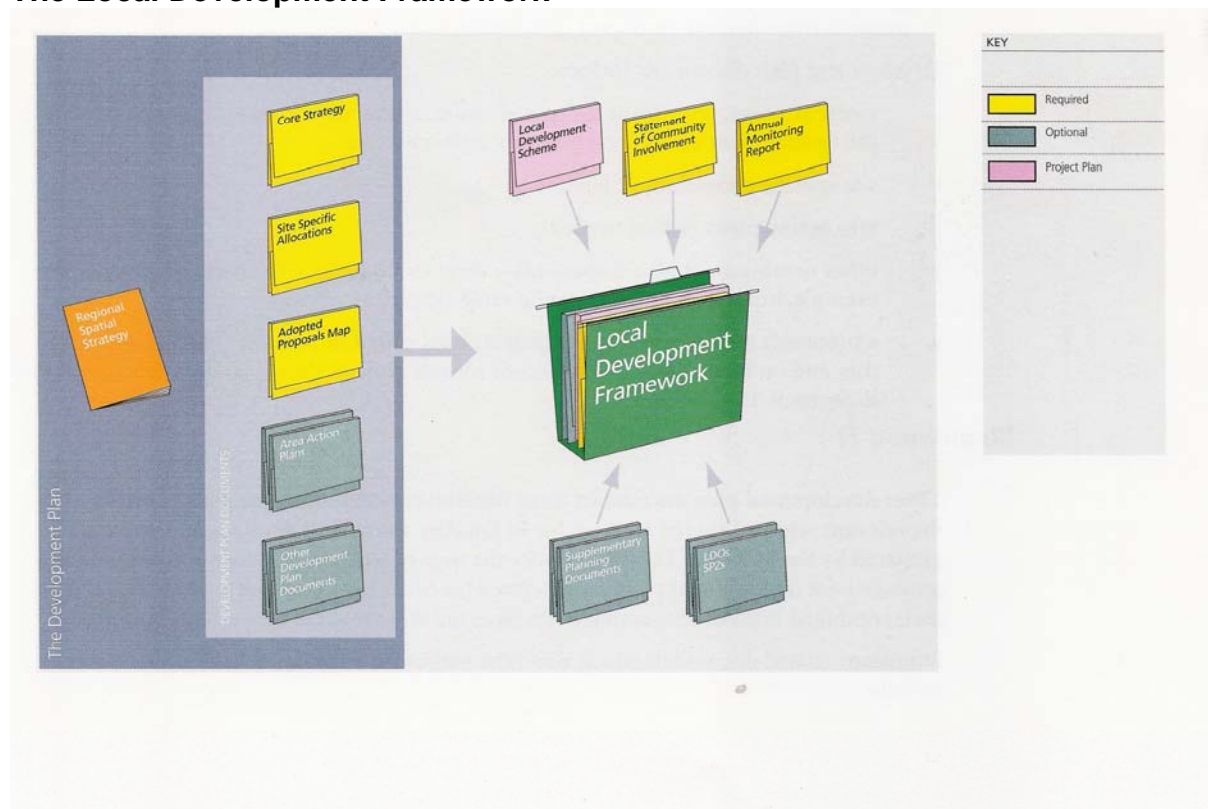


Fig 1 Extract from ODPM Planning Policy Statement 12 (PPS) 2004

- 3.3 Carlisle **Local Development Scheme** and **Annual Monitoring Report** can be viewed on the website [www.carlisle.gov.uk](http://www.carlisle.gov.uk)

#### Community involvement

- 3.4 There are many organisations and individuals that have an interest in shaping the future of Carlisle. The Planning and Compulsory Purchase Act 2004 and related Regulations set out the consultation standards that underpin this Statement of Community Involvement. These can be seen in the PPS12 on the [www.planningportal.gov.uk](http://www.planningportal.gov.uk) or [www.dclg.gov.uk](http://www.dclg.gov.uk)

## Who we intend to involve

3.5 Carlisle will involve the appropriate stakeholders and sections of the community on every production of planning documents. The involvement will be mostly at an early stage to enable plans and decisions to reflect the views of the majority.

3.6 The broad categories of stakeholders to be consulted are:

- The general public:
- residents of Carlisle District
- those who work in the district
- local neighbourhood and resident's groups
- Parish councillors
- Cumbria Association of Local Parishes
- other community and neighbourhood-based groups
- groups representing black and ethnic minority communities
- groups representing the young and the city's elders
- groups representing disabled people
- faith groups
- travelling communities

Political representatives:

- ward councillors
- MPs
- MEPs

Individuals, groups and organisations, including those with an interest in:

- environment, transport and health
- education, learning, skills and employment
- business, industry and commerce
- retail and leisure
- landowners
- sport, recreation and tourism
- agriculture and fisheries
- law enforcement & legal representation
- voluntary sector
- planning and property
- politics
- communities

National and regional governance:

- Government Office for the North West
- North West Regional Assembly
- Development Agencies – North West Development Agency & Cumbria Vision
- Housing Board
- Other Government departments and agencies
- neighbouring local authorities & parishes

Providers of public services, including:

- utility providers
- telecommunications operators
- transport companies and organisations
- national services

3.7 Our list of consultees will develop continuously. An up-to-date list will be available on request from the Planning and Housing Services at Carlisle City Council.

- 3.8 List of consultees for the Local Plan first deposit can be viewed on the Council's website [www.carlisle.gov.uk/localplans](http://www.carlisle.gov.uk/localplans) 'Statement of Community Participation July 2004'
- 3.9 Independent advice on planning issues or support in preparing a community response to a consultation is available from independent agencies as well as Planning Aid North service which is provided by the Royal Town Planning Institute, particularly to those of limited resources.

### How we want to involve you

- 3.10 The Council is seeking to secure community involvement in the planning processes as early as possible, and to engage with all sections of the community and stakeholders to produce plans that reflect what is wanted. Special attention will be paid to engaging groups that in the past have been difficult to gain opinions from.
- 3.11 A range of different consultation and engagement techniques will be applied in appropriate quantities to the level of outcome and resources available.
- 3.12 Your elected representatives both at parish and district level can make your views and opinions known about the policies that affect you.
- 3.13 If you need help in making a representation on a Document then this can be obtained from Planning Aid.

<p><b>Planning Aid North</b> provides free, independent and professional advice and support to community groups or people unable to afford a planning consultant. <a href="http://www.rtpi.org.uk/planningadvise">www.rtpi.org.uk/planningadvise</a> or tel 0870 850 9803</p>
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- 3.14 Our proposed consultation methods are shown in Appendix 2.

### When we want to involve you

- 3.15 It is important that you are involved in the plan making process as early as possible so that your views can help to shape the policies and proposals of the Development Plan Documents.
- 3.16 Involvement in the preparation of Development Plan Documents will be at three stages, firstly at the pre-document stage, then on the draft document stage, then again on the submission document.
- 3.17 Every document has a Sustainability Appraisal on which we will also consult you. The Development Plan Documents will also have a Strategic Environmental Assessment included in its Sustainability Assessment. These studies will be consulted on at the same time as the Documents
- 3.18 The process for preparing and consulting on Development Plan Documents and Supplementary Planning Documents are shown in Appendix 3a & 3b. Each process entails a number of stages of information gathering, consultation and drafting, leading to adoption, after which continual monitoring takes place.

## Feedback and reporting

- 3.19 The results of each consultation will be fed back into the plan to shape the document to reflect the wishes of those that will be affected by the plan.
- 3.20 Reports of consultations will be published after each stage. These will cover a summary of the comments and the Councils response. Letter/email will be sent to all respondents informing them of the availability of the consultation reports which will be available on the website, at Council offices and at libraries

## 4 Community involvement in Development Control (Planning Applications)

### ***Background – Development Control***

- 4.1 Carlisle City Council as the local planning authority for the area deals with all the planning applications for Carlisle District. This is called Development Control. The system works within the framework set by the Development Plan. This is currently
- *Regional Planning Guidance for the North West*
  - *Cumbria and Lake District Joint Structure Plan 2001 – 2016 (adopted April 2006)*
  - *Carlisle District Local Plan adopted 1997*

these are in the process of being replaced by

- *Carlisle District Local Plan 2001 – 2016*
- *The Regional Spatial Strategy*

In the future they will be replaced by the *Local Development Framework* as already described.

- 4.2 The Development Plan does not in itself prescribe how each planning application should be determined. Planning legislation and government guidance allows a considerable degree of discretion to local planning authorities in considering each case. The guidance attaches significant importance to seeking and taking note of the views of residents and other stakeholders. There are minimum standards set in regulations as to who should be consulted.

Reference Town and Country Planning (General Development Procedures) Order 1995.
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- 4.3 A 'Planning Application Validation Checklist' is sent to all planning applicants, which includes a list of all the information and studies that need to accompany a planning application. Under the section 'Supporting Planning Statements' it states details of consultations with Carlisle City Council and the wider community/statutory consultees undertaken prior to submission. However, a separate statement on community involvement may also be appropriate.



## Community involvement

- 4.4 The Council will encourage developers of **Major development** to involve the community prior to the submission of the planning application. Developers should contact the Development Control section of the Planning and Housing Services on 01228 817179 before submitting their application in order to establish how the community can be involved. The Council is keen to help facilitate consultation where appropriate and work with developers to ensure an acceptable outcome for the communities affected by major development.

**Major applications** are those defined in the **Town & Country Planning (General Permitted Development) Order 1995** and the **ODPM PS2 Return**

Housing development sites where 10 or more dwellings proposed, or consideration of housing on sites of more than 0.5 ha in size  
 Development with a floor area 1000sqm or a site of 1ha or more. Development includes uses and infrastructure  
 Change of use development meeting these thresholds is included  
 Development requiring the submission of an Environmental Assessment  
 Development that does not accord with the Development Plan  
 Development that proposes the closure of a public right of way

## Who the Developer needs to involve

- 4.5 The extent of involvement will be confirmed by the Council on a case-by-case basis. Those to be consulted should include:
- statutory consultees
  - neighbours
  - community groups
  - service providers
  - others likely to be affected by the development

## How the Developer will engage with the community

- 4.6 The Developer should provide a Consultation Statement as part of the planning application, setting out what community involvement has been carried out. This should reflect the following steps and actions:
- Awareness raising, for example:
    - Site Notices
    - Press Releases
    - Letters to adjacent residents
    - Leaflet drops
    - Notification to Interested Stakeholders
  - Consultation
    - Statutory stakeholders (eg Highway and drainage authorities)
    - Adjacent land owners
    - Interested stakeholders including Parish Councils
  - Participation
    - Events and Exhibitions held
  - Feedback
    - Recording, analysing and actioning comments received
    - Feedback to the community
    - Describe influences/changes to the proposed development following consultation activities

## **Timing of community involvement in major developments**

- 4.7 The Council will discuss with the Developer the programme for community involvement on a case-by-case basis. In any event, the Developer will have to plan for an adequate period of consultation and for handling feedback.

## **What the Council will do**

- 4.8 The Council will carry out its own consultation on all planning applications submitted in line with statutory requirements as set out in the Town and Country Planning (General Development Procedures) Order 1995.
- 4.9 The Council raises awareness of applications and will consult with affected and interested stakeholders. There is the statutory 21 day period to respond.
- 4.10 In addition to the statutory consultations we may involve stakeholders and the community further on a major development. Cases where we may need such consultation are given below in the context of three tiers.
- Tier 1 Applications where they do not accord with Carlisle Local Plan (in the future the Carlisle Development Framework) policies or are of a large scale or controversial
- Tier 2 Applications broadly in accordance with the Carlisle Local Plan (in the future the Carlisle Development Framework) but raising controversial issues or detail, including sites 'sensitive' to development pressures.
- Tier 3 Large applications, which require wider community consultation as the site is 'sensitive' to development pressure and/or raises significant objections
- 4.11 Each tier will require different approaches to consultation, set out in Appendix 2.

## **5 Management and resourcing**

There is a need to balance the scale, extent and format of community involvement within the resources available.

Methods of consultation need to make the best use of limited resources (staff and finances). Involvement will need to be well focused to will obtain views from stakeholders and the general public that are relevant and useful to help create policies of value.

Building on the established mechanisms and structures in place for consultation will be effective use of resources whilst allowing room to include additional consultation methods when required.

The costs involved in consultation will be covered by the LDF and Development Control budget using staff in each of the teams.

The Local Plan and Conservation Team for the LDF includes:

- 4 Planning Officers (including a manager)

- 2 Conservation Officers

- 1 Tree Officer

- 1 Urban Designer

- 1 Planning technician

- 2 Support Staff

with assistance from the Corporate Communications Team

The Development Control Teams will soon include:

- 1 Planning Manager

- 2 Principle Planning Officers

- 7 Planning Officers

- 2 Enforcement officers

- 1 Planning technician

- 6 Technical Assistants

- Seasonal students

with assistance from the Legal and Democratic Services

Expert assistance will be sought from external Consultants and Facilitators when appropriate.

1 officer has been trained in the use of 'Planning for Real' and additional training will be taken up in line with the national 'Skills for Sustainable Communities' initiative when available. (ref. Egan review 2004 by the ODPM)

## 6 Appendices

### Appendix 1

#### **Tests of soundness for the SCI as specified in Planning Policy Statement (PPS) 12 from the Office of the Deputy Prime Minister.**

- i. Local planning authority has complied with the minimum requirements for consultation as set out in Regulations 25. **paragraph 4.6**
- ii. Local planning authority's strategy for community involvement link with other community involvement initiatives e.g. the community strategy. **paragraph 1.10**
- iii. Statement identifies in general terms which groups and other bodies will be consulted **paragraph 4.6**
- iv. Statement identifies how the community and other bodies can be involved in a timely and accessible manner **paragraphs 2.8 & 4.16**
- v. Methods of consultation to be employed are suitable for intended audience and for the different stages in the preparation of local development documents **appendix 2**
- vi. Resources are available to manage community involvement effectively **chapter 5**
- vii. Statement shows how the results of community involvement will be fed into the preparation of development plan documents and supplementary planning documents **appendix 3**
- viii. Authority has mechanisms for reviewing the statement of community involvement. **paragraph 3.4**
- ix. Statement clearly describes the planning authority's policy for consultation on planning applications **chapter 5**

## Appendix 2 Table of consultation methods with suggested applications

Information Consultation and Participation Methods	Description	Development Plan Documents			Supplementary Planning Documents		Planning Applications			Costs
		Issues & Options	Draft	Submission	Informal Consultation	Draft	Tier1 non Dev Plan Large or controversial	Tier 2 – Dev Plan sensitive controversial	Tier 3- very large of wider interest	High *** Med *** Low *
Website	Widely available and can be kept up to date easily. Can be used to access a wide range of information and submit comments quickly	✓	✓	✓	✓	✓	✓	✓	✓	**
Email/ LDF email alerts	Email gives direct access to policy team with queries. Email alerts are a quick and easy way of notifying interested parties of forthcoming consultations.	✓	✓	✓	✓	✓	Already available through weekly list			*
Telephone	One point of contact for DPF and DC queries. A quick simple way of discussing issues with the policy team. Contact with the case officer for advice about planning applications.	✓	✓	✓	✓	✓	✓	✓	✓	**
Letters	Sent to a target audience, this method is used to summarise key information about a particular document, development proposal or application	✓	✓	✓	✓	✓	✓	✓	✓	**
Leaflets		✓			✓ area specific only					
Newsletters										

Information Consultation and Participation Methods	Description	Development Plan Documents			Supplementary Planning Documents		Planning Applications			Costs
		Issues & Options	Draft	Submission	Informal Consultation	Draft	Tier1 non Dev Plan Large or controversial	Tier 2 – Dev Plan sensitive controversial	Tier 3- very large of wider interest	High *** Med *** Low *
Posters and displays	Simple but effective way of passing on limited information about consultations. Can be placed where people gather eg railway/bus stations, village shops/halls etc. Basic info only with contact details to find out more				✓ area specific only	✓ area specific only				**
News and Star	Used to publish statutory and non-statutory information and carry articles about key publications. These publications are distributed District wide.									**
Cumberland News		✓	✓	✓	✓	✓	✓	✓	✓	
free Focus magazine		✓	✓	✓						
Elected representatives	A key link with the community. Member can spread the message about consultations and feedback comments they receive from constituents. Members can represent residents views at Committee meetings on planning applications	✓	✓	✓	✓	✓	✓	✓	✓	**
Questionnaires incl. Citizens Panel	Useful sounding board at early stages of production. Questions must be straightforward to get a good response. Citizen's Panel gives a good cross section view.	✓			✓ dependant on subject matter					***
Written consultation	Reaches a diverse range of stakeholders and groups for opinions on documents and planning applications. There is a statutory requirement to consult this way to many bodies	✓	✓	✓	✓	✓	✓	✓	✓	**

Stakeholder meetings	Consultation of specific stakeholder groups and/or sectors of the community in a formal steering group	✓	✓	✓	✓	✓	✓	✓	✓	***
<u>Document Availability</u> <ul style="list-style-type: none"> <li>• Council Offices</li> <li>• Libraries</li> <li>• Community Centres</li> <li>• Parish Offices (where available)</li> </ul>	Documents available in libraries and at Council Offices for statutory 6 week consultation	✓	✓	✓	✓	✓	✓	✓	✓	
Focus groups	Group of about 12 interested people to meet to identify key issues and questions for a broader survey. Best results when a facilitator used									***
Public meetings, 'State of the City of Carlisle' etc	Provides an opportunity for people to comment and to receive feedback from consultations. A transparent way to show public consultation and build up good relations									***
Open days, road shows, etc	One or more exhibitions or displays held in accessible locations to provide information								✓	***
'Planning for Real' ©, etc.	Helps communities develop simple models to put forward and prioritise ideas on how the area can be improved. Good way to reach less involved groups.									***

Participation events are ad hoc dependant on issues – example undertaken include

- Morton exhibition,
- Garlands,
- Lowry Hill Residents meeting,
- Denton Holme Neighbour Forum,
- Brampton Conservation Area

Information Consultation and Participation Methods	Description	Development Plan Documents			Supplementary Planning Documents		Planning Applications			Costs
		Issues & Options	Draft	Submission	Informal Consultation	Draft	Tier 1	Tier 2	Tier 3	High *** Med *** Low *



**Appendix 3a Generic Development Plan Document production process**

<b>Stage</b> (Bold=docs)	<b>Stakeholder and Community Involvement</b>	<b>Sustainability Appraisal/SEA</b>
Gathering information to produce <b>Issues paper</b>	Input from national, regional and local strategies Input from local studies - Carlisle Renaissance, retail study, transportation, flood risk assessment, environmental assessment (as appropriate)	<u>Stage A</u> Setting appraisal scope
Consultation on Issues Paper	Consultation with stakeholder task groups	<u>Stage B</u> Developing & refining options
Assimilate consultation to produce <b>Options Paper</b>	Consultation with stakeholder task groups to identify preferred options Carry out targeted community engagement exercises	
Produce <b>draft Development Plan Document (dDPD)</b> for consultation	Publish and make available copies dDPD Notify by newspaper/website of dDPD availability 6 weeks for responses to dDPD send copies of dDPD to statutory and affected consultees	<u>Stage C</u> Appraising the effects of the plan
Assimilate consultation responses into Submission DPD (sDPD)	Publish responses to dDPD Involve consultees on specific issues	
Produce <b>submission Development Plan Document (sDPD)</b>	Publish and make available copies sDPD Notify by newspaper/website of sDPD availability 6 weeks for responses to sDPD send copies of sDPD to consultees send sDPD to Secretary of State	<u>Stage D</u> Consulting on the plan and SA Report
Assimilate opinions to produce <b>Consultation Responses Report</b>	Publish Consultation Response Report	
Send sDPD and Consultation Response Report to Inspector for independent examination	Give 6 weeks notice of Examination in Public if required	
Examination in Public if required	Opportunity for respondents to voice their opinions to the Inspector (most representations tend to be written)	
Council receives <b>Inspectors Report</b> (binding) and edits sDPD to produce <b>Development Plan Document</b>	Council adopts DPD Publish Inspectors Report Publishes DPD and notify by newspaper/website If you are aggrieved by adopted DPD can apply to the High Court for judicial review within 6 weeks	
Monitor DPD	Continual assessment of DPDs implementation Publish <b>Annual Monitoring Report</b> Complaints	<u>Stage E</u> Monitoring the plan

DPD used to enable decisions on Planning applications	Pre application consultation with affected stakeholders and community Statutory consultations Additional consultation on large or sensitive issues
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## Appendix 3b Generic Supplementary Planning Document production process

Stage	Stakeholder and Community Involvement	Sustainability Appraisal
Gathering information to	Input from national, regional and local strategies Input from local studies - Carlisle Renaissance, retail study, transportation, flood risk assessment, environmental assessment (as appropriate)	<u>Stage A</u> Setting appraisal scope
produce Issues and Options Paper		<u>Stage B</u> Developing & refining options
Consultation on Issues & Options Paper	Consultation with stakeholder task groups to identify preferred options Carry out targeted community engagement exercises	<u>Stage C</u> Appraising the effects of the SPD
Assimilate consultation to produce <b>draft Supplementary Plan Document</b> (dSPD) for consultation	Publish and make available copies dSPD Notify by newspaper/website of dSPD availability 6 weeks for responses to dSPD send copies of dSPD to statutory and affected consultees	<u>Stage D</u> Consulting on the plan and SA Report
Assimilate consultation responses into SPD	Publish responses to dSPD Involve consultees on specific issues	
Produce <b>Supplementary Planning Document</b> (SDP)	Publish and make available copies SPD Publish Consultation Response Report Notify by newspaper/website of SPD availability Adoption of SDP	
Monitor SPD	Continual assessment of SPDs implementation Publish <b>Annual Monitoring Report</b> Complaints	<u>Stage E</u> Monitoring the plan

SPD used to enable decisions on Planning applications	Pre application consultation with affected stakeholders and community Statutory consultations Additional consultation on large or sensitive issues
---	--

**Bold** = document

## Contact information

Planning and Housing Services  
Carlisle City Council  
Civic Centre  
Carlisle CA3 8QG

Tel: 01228 817193  
fax: 01228 817199  
email [lpc@carlisle.gov.uk](mailto:lpc@carlisle.gov.uk)  
website [www.carlisle.gov.uk](http://www.carlisle.gov.uk)

CARLISLE  
CITY COUNCIL



[www.carlisle.gov.uk](http://www.carlisle.gov.uk)

# Statement of Consultation for SCI

October 2006

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# Introduction

This 'Statement of Consultation' sets out what consultation has been undertaken in the preparation of the draft 'Statement of Community Involvement' (SCI) document.

## **Consultation before the first draft SCI**

In March and April 2006 pre draft consultation took place in line with Regulation 25 of the Town and Country Planning (Local Development)(England) Regulations 2004. This consisted of a letter to local and surrounding planning authorities and elected representative bodies.

A set of 11 questions were included in the May Citizens Panel 1,000 people who are a cross section of the local community.

### ***Letter requesting comment***

A letter was sent to 69 consultees asking if there were any planning policy making or planning application consultation issues that they would like to raise in relation to their organisation before the draft SCI was written. A 6 week period was allowed for responses.

See appendix 1 and 2

We received 7 responses to the letter, 3 by email and the rest through the post.

A summary of the responses in appendix 3

### ***The Citizens Panel***

11 questions were included in the May Citizens Panel which asked for opinions of past experience with the consultation methods and possible future methods of consultation. These were in respect of both policy documents and planning applications. See appendix 4

## **SUMMARY of Citizens Panel results on Planning applications and issues**

- The most popular source for obtaining information about planning and/or to look at planning documents was local newspapers (78%).
- Overall 17% of the panel has taken part in the consultations listed. 14% has taken part in the City Council Local Plan; 1% has taken part in the Lowry Hill/Wakefield Rd Development brief; 1% has taken part in the Cosmo Site Development brief and 1% has taken part in the Burgh-by-Sands Parish Design Statement.
- For those that have taken part in the consultations, the main way of finding out about the consultations was via a notification letter (37%)
- Only 10% say they are not interested in planning issues covered in the Local Plan or Development Briefs. 44% say they did not take part because it was not relevant to where they live and 41% did not know a consultation was taking place.
- 71% of the panel has previously found out about planning applications through a newspaper notice or article
- 90% of the panel thinks that applicants should do some public consultation on their plans before submitting a major planning application
- On issues of planning policy and/or planning applications, around 60% would get involved if consultations were through the Cumberland News.

## Appendix 1 - Consultees by letter for Reg 25

Local Planning Authorities – adjoining and CCC
• Cumbria County Council
• Northumberland County Council
• Scottish Borders Council
• Dumfries & Galloway Council
• Eden District Council
• Allerdale Borough Council
• Tynedale District Council
• Northumberland National Park Authority
Government Agencies
• North West Development Agency
• Highways Agency
Adjoining Scottish Community Councils
• Canonbie and District Community Council
• Springfield & Gretna Green Community Council
• Gretna & Riqq Community Council
• Newcastleton & District Community Council
Adjoining Parish Councils in Allerdale
• Bowness Parish Council
• Kirkbrampton Parish Council
• Aikton Parish Council
• Thursby Parish Council
• Westward Parish Council
• Sebergham Parish Council
Adjoining Parishes Councils in Eden
• Castle Sowerby Parish Council
• Skelton Parish Council
• Hesketh Parish Council
• Ainstable Parish Council
Adjoining Parishes in Tynedale
• Kielder Parish
• Faulstone Parish
• Henshaw Parish
• Thirwall Parish
• Hartleyburn Parish
• Knaresdale with Kirkhaugh Parish
• Tarncliffe with Greystead Parish Council
All Carlisle District Parishes
• Midgheholme Parish Council
• Westlinton Parish Council
• Nicholforest Parish Council
• Burgh-by-Sands Parish Council
• Hethersgill Parish Council
• Kirkandrews Parish Council
• Stanwix Rural Parish Council
• Solport Parish Council
• St Cuthberts Without Parish Council
• Kirklington Parish Council
• Waterhead Parish Council
• Dalston Parish Council
• Orton Parish Council
• Walton Parish Council
• Nether Denton Parish Council

• Upper Denton Parish Council
• Bewcastle Parish Council
• Kingwater Parish Council
• Stapleton Parish Council
• Cumbria County Council
• Rockcliffe Parish Council
• Kingsmoor Parish Council
• Hayton Parish Council
• Irthington Parish Council
• Authuret Parish Council
• Wetheral Parish Council
• Cumwhitton Parish Council
• Beaumont Parish Council
• Askerton Parish Council
• Burtholme Parish Council
• Carlton & Cumrew Parish Council
• Cummersdale Parish Council
• Castle Carrock Parish Council
• Farlam Parish Council
• Scalby Parish Council
• Brampton Town Council



## Appendix 2 - Letter sent as part of Reg 25 consultation

Mr Shaun Gorman  
Cumbria County Council  
County Offices,  
Kendal  
LA9 4RQ

Please ask for:  
Direct Line:  
E-mail:  
Your ref:  
Our ref:

Lucy Ridyard  
01228 817193  
[lucyr@carlisle.gov.uk](mailto:lucyr@carlisle.gov.uk)  
01 STCI 0801/ 102

16 March 2006

Dear Mr Gorman

### **Carlisle City Council Development Framework – Statement of Community Involvement**

The City Council is currently preparing its first draft of the Statement of Community Involvement (SCI).

We are contacting you to ask whether there are any SCI consultation issues you would like to raise at this early stage. This is in line with Regulation 25 of the Town and Country Planning (Local Development)(England) Regulations 2004. We are particularly interested in matters specific to your organisation that would improve the current arrangements (eg preferences for electronic format, number of copies etc.). I include a list of issues that will be covered in the document to assist your comments.

It would be helpful if you could return your comments **by noon Fri 28 April 2006**.

There will be two further opportunities to comment on the detail of the SCI before it is subject to independent examination and then adopted. The main opportunity will be during June and July this year when a consultation draft document will be sent to you. The second opportunity will be in the Autumn when a revised draft, taking account of the first consultation, will be published.

If you have any comments to make at this stage, please let me know (by email would be fine).

Yours Sincerely



Local Plans and Conservation Manager



INVESTOR IN PEOPLE

## **Areas for comment on Carlisle City Council's SCI**

The following list covers areas where you might like to comment on the process for consultation on planning policy documents and major planning applications. If there are any other issues relating to planning consultations please include them in your comments.

### **Policy making**

- Awareness of consultations
- Availability of documents
- Who wants to be consulted
- How stakeholders and the community are consulted
- Timing of consultation
- Results of how consultation has affected policy

### **Major Planning applications** (over and above statutory consultation)

- Awareness of major planning applications or proposed major planning applications
- Stages that stakeholders and the community need to be involved in the processing of major planning applications.
- How stakeholders and the community are consulted
- Viewing planning applications
- Accessing information on the decision

**Closing date noon Fri 28 April 2006**

## **Appendix 3 - Responses to letter for Reg 25 Consultation**

### **Comment summary**

Prefers written consult with hard copy and will reply in writing. Has requested statutory consulting on Kingsmoor & A74.

101 North West Development Agency

### **Comment summary**

Requires 5 hard copies for 5 depts for consultation, planning application consultation will be set out in a revised 'Protocol for pl apps to CCC'. Early informal approach through KH.

102 Cumbria County Council

### **Comment summary**

No comment, happy with extent of consultation now. Support for cross border consultation on major pl apps if have impact. Wider issues are carried out by the partnership of Border Vision partnership

103 Dumfries & Galloway Council

### **Comment summary**

Discussion at early stage partic on issues impacting on both Authorities in relation to Core strategy and site allocation. Prefers hard copy, webbsite for extras.

106 Allerdale Borough Council

### **Comment summary**

comments through Allerdale

110 Thursby Parish Council

### **Comment summary**

CC good at consulting Parishes, want early, timely and public with feed back. +Thru PCA. Stronger advise to developers to consult. Web excellent. Big projects want more time to respond to allow for public meetings, want to know of proposed major apps, require feed back.

116/5 Hethersgill Parish Council

### **Comment summary**

Policy-always & more notice taken. all docs online, mail, email & exhibitions improved. More time. Simpler feedback as considered as neutered or diluted. Apps-devs months with pla, 3wks public, more time. Public mtgs, displays for longer. Wireless video link to address enquires & remote displays. Detailed explanations

116/7 Stanwix Rural Parish Council

### **Comment summary**

Timing of consultation - needs to be more flexible, No notice taken in policy making. Parish design statement adopted as SPD. Parish a needs to be aware of major planning applications. Improved access to and communication of information. More involvement and notice of local knowledge.

116/13 Dalston Parish Council

# **CARLISLE CITY COUNCIL'S 19<sup>TH</sup> CITIZENS' PANEL QUESTIONNAIRE**

## **STATISTICAL REPORT AND LITERAL REPORT**



**JULY 2006**

**Prepared by  
Lynne Wild  
CN Research**



## **INTRODUCTION**

CN Research carried out the fieldwork and report of the 19<sup>th</sup> Citizen Panel questionnaire. This report looks at responses to questions from Carlisle Renaissance on valued and promotional aspects of Carlisle, views on the Performance and Council Tax Summary Leaflet; Talkin Tarn; Community Safety and consultation mechanisms for planning issues and planning applications.

## **METHODOLOGY**

A postal questionnaire was carried out with Citizens Panel members. 1453 questionnaires were sent out and 615 returned in total, giving an unadjusted response rate of 42% and a + or – error of 3.9% at 95% confidence levels. The preparation and fieldwork began in May, data entry was carried out throughout June and analysis was done in early July.

## **SUMMARY**

### **Planning applications and planning issues**

- The most popular source for obtaining information about planning and/or to look at planning documents was local newspapers (78%).
- Overall 17% of the panel has taken part in the consultations listed. 14% has taken part in the City Council Local Plan; 1% has taken part in the Lowry Hill/Wakefield Rd Development brief; 1% has taken part in the Cosmo Site Development brief and 1% has taken part in the Burgh-by-Sands Parish Design Statement.
- For those that have taken part in the consultations, the main way of finding out about the consultations was via a notification letter (37%)
- Only 10% say they are not interested in planning issues covered in the Local Plan or Development Briefs. 44% say they did not take part because it was not relevant to where they live and 41% did not know a consultation was taking place.
- 71% of the panel has previously found out about planning applications through a newspaper notice or article
- 90% of the panel thinks that applicants should do some public consultation on their plans before submitting a major planning application
- On issues of planning policy and/or planning applications, around 60% would get involved if consultations were through the Cumberland News.

## Appendix 5 - Carlisle City Council Citizens' Panel

### Nineteenth Questionnaire July 2006

#### Literal Responses to the Planning Questions

**Q26: Have you previously used any of the following sources to obtain information about planning and/or to look at planning documents? (Other)**

The most popular source to obtain information about planning and/or to look at planning documents is local newspapers (78%), see Table 24.

**Table 24**

Base	515
Have you previously used any of the following sources to ...	
Local newspapers	402 78%
Civic Centre - Carlisle	238 46%
Carlisle City Focus magazine	213 41%
Local libraries	128 25%
Carlisle City Council Website	90 17%
Parish Councils	73 14%
Neighbourhood Forum	52 10%
Other	21 4%
Ward Councillor surgeries	8 2%

Newspapers

Local residents association 2 10.5%

A shop in the Lanes 2 10.5%

Newsletter from labour.

1 5.3%

Capita 1 5.3%

Village notice board.

1 5.3%

Never. 1 5.3%

Through the feedback I get from this panel.

1 5.3%

Architect

1 5.3%

An exhibition in Rockliffe about a proposed motorway link

1 5.3%

#### Other:

Lamppost notices.

1 5.3%

19 100.1%

Word of mouth

3 15.7%

Building regulations department

2 10.5%

2 10.5%

## **Q27 “How useful did you find each source?”**

### Local newspapers

73% found the local newspapers useful as a source of information on planning. Only 1% said it was not very useful, see Table 25:

**Table 25**

<b>Base</b>	436
<b>Local newspapers</b>	
<i>Very useful</i>	124 28%
<i>Fairly useful</i>	198 45%
<i>Average</i>	80 18%
<i>Not very useful</i>	6 1%
<i>Not useful at all</i>	- -
<i>Not used</i>	28 6%

### **Civic Centre – Carlisle**

64% found the Civic Centre a useful source of planning information. 3% said the Civic Centre was not a useful source of information.

**Table 26**

<b>Base</b>	309
<b>Civic Centre - Carlisle</b>	
<i>Very useful</i>	105 34%
<i>Fairly useful</i>	93 30%
<i>Average</i>	37 12%
<i>Not very useful</i>	5 2%
<i>Not useful at all</i>	2 1%
<i>Not used</i>	67 22%

### Carlisle City Focus magazine

60% said the Carlisle City Focus magazine was a useful source of planning information. 4% said it was not useful.

**Table 27**

<b>Base</b>	286
<b>Carlisle City Focus magazine</b>	
<i>Very useful</i>	72 25%
<i>Fairly useful</i>	101 35%
<i>Average</i>	43 15%
<i>Not very useful</i>	9 3%
<i>Not useful at all</i>	4 1%
<i>Not used</i>	57 20%

### Local libraries

56% said the Local Libraries was a useful source of planning information. 1% said it was not useful.

**Table 28**

<b>Base</b>	231
<b>Local libraries</b>	
<i>Very useful</i>	64 28%
<i>Fairly useful</i>	64 28%
<i>Average</i>	19 8%
<i>Not very useful</i>	2 1%
<i>Not useful at all</i>	- -
<i>Not used</i>	82 35%

### Carlisle City Council Website

53% said the City Council website is a useful source of information on planning. 2% said it is not very useful.

**Table 29**

<b>Base</b>	224
<b>Carlisle City Council</b>	
<i>Very useful</i>	44 20%
<i>Fairly useful</i>	75 33%
<i>Average</i>	24 11%
<i>Not very useful</i>	3 1%
<i>Not useful at all</i>	2 1%
<i>Not used</i>	76 34%

### Parish Councils

32% said the Parish Councils are a useful source of information on planning. 4% said they are not very useful.

**Table 30**

<b>Base</b>	182
<b>Parish Councils</b>	
<i>Very useful</i>	22 12%
<i>Fairly useful</i>	36 20%
<i>Average</i>	24 13%
<i>Not very useful</i>	5 3%
<i>Not useful at all</i>	2 1%
<i>Not used</i>	93 51%



### Neighbourhood Forum

25% found the neighbourhood forums a useful source of information on planning. 4% say they are not very useful.

**Table 31**

<b>Base</b>	163
<b>Neighbourhood Forum</b>	
<i>Very useful</i>	16 10%
<i>Fairly useful</i>	25 15%
<i>Average</i>	16 10%
<i>Not very useful</i>	4 2%
<i>Not useful at all</i>	3 2%
<i>Not used</i>	99 61%

Only 9% said that ward councilor surgeries are a useful source of information on planning. 6% said they were not useful.

**Table 32**

<b>Base</b>	132
<b>Ward Councillor surgeries</b>	
<i>Very useful</i>	5 4%
<i>Fairly useful</i>	7 5%
<i>Average</i>	7 5%
<i>Not very useful</i>	2 2%
<i>Not useful at all</i>	5 4%
<i>Not used</i>	106 80%

### Ward Councillor Surgeries

**Q28 “Have you taken part in any of the following planning consultations?”**

**Overall 17% of the panel has taken part in the consultations listed. 14% has taken part in the City Council Local Plan; 1% has taken part in the Lowry Hill/Wakefield Rd Development brief; 1% has taken part in the Cosmo Site Development brief and 1% has taken part in the Burgh-by-Sands Parish Design Statement.**

**Table 33**

Base	611
Have you taken part in any of the following planning cons...	
Carlisle City Council Local Plan	85 14%
Lowry Hill/Wakefield Road Development Brief	9 1%
The Cosmo Site Development Brief	5 1%
Moor Road, Longtown Development Brief	1 0%
Burgh-by-Sands Parish Design Statement	7 1%
No	511 84%

**Q29: How did you find out about the planning consultation?**

For those that have taken part in the consultations, the main way of finding out about the consultations was via a notification letter (37%), see Table 34:

**Table 34**

Base	98
If yes, how did you find out about these? (Tick all that ...)	
Carlisle City Council Website	9 9%
Notification by letter	36 37%
Newspaper advert or notice	28 29%
Carlisle City Focus magazine	24 24%
Poster	6 6%
Leaflet	10 10%
Word of mouth	24 24%
Other	14 14%

**Other:**

Citizens panel questionnaires.

4 28.6%

Member of parish council.

3 21.4%

Not stated

3 21.4%

Professional involvement.

2 14.4%

Vice chair of Carlisle Access Group

1 7.1%

Telephoned the Civic Centre

1 7.1%

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14 100.0%

**Q30: Why have you never taken part in consultations about Carlisle City Council Local Plan or Development Briefs?**

Only 10% say they are not interested in planning issues covered in the Local Plan or Development Briefs, see Table 35. The majority did not take part because it was not relevant to where they live (44%) or they did not know a consultation was taking place (41%).

**Table 35**

Base	461
If you have never taken part in consultations about Carli...	
Not interested in planning issues covered in these documents	48 10%
Did not know a consultation was taking place	187 41%
Not relevant to where I live	202 44%
(Did take part)	9 2%
Other	15 3%

**Other:**

Assumed council would not listen	5	35.9%
Lack of time	3	21.5%
Not needed to, will in the future	1	7.1%
Happy for younger people to make decisions	1	7.1%
Councillors should make these decisions	1	7.1%
Has issues with the planning department	1	7.1%
No childcare	1	7.1%
Haven't thought about it	1	7.1%
	14	100.0%

**Q31: How have you previously found out about planning applications in Carlisle City Council district?**

**71% of the panel has previously found out about planning applications through a newspaper notice or article, see Table 36:**

**Table 36**

		Residents association.		
<b>Base</b>	526		2	12.5%
<b>How have you previously found out about planning applicat...</b>		Via parish council		
			2	12.5%
<i>Newspaper notice or article</i>	376 71%	Local television news		
<i>Weekly list of planning applications in newspaper</i>	253 48%	Through work as our building is part of redevelopment.	1	6.25%
<i>Word of mouth</i>	179 34%	Village Green notice board	1	6.25%
<i>Site notice</i>	148 28%	Carlisle Access Committee	1	6.25%
<i>Notification by letter in the post</i>	145 28%	Not stated	1	6.25%
<i>Did not find out until after statutory consultation 21 days</i>	25 5%	Never had the need.	1	6.25%
<i>Carlisle City Council website</i>	19 4%	When building started.	1	6.25%
<i>Other</i>	17 3%		1	6.25%
		Neighbours	1	6.25%
		City and county councillors	1	6.25%
			<u>1</u>	<u>6.25%</u>
			16	100.0%

**Other:**

Notice on lamppost

3 18.8%

**Q32 “Do you think applicants should do some form of public consultation on their plans before submitting a major planning application, i.e. for applications to build more than 10 houses, a large scale shopping centre, large factory...”**

90% of the panel thinks that applicants should do some public consultation on their plans before submitting a major planning application, see Table 37:

**Table 37**

Base	594
Building over 10 houses	
Yes	535 90%
Don't Know	32 5%
No	27 5%

**Q33 “If you have made, commented on or have been interested in a planning application, did you find it easy to find out whether permission was granted?”**

Of the 321 that gave an answer, 48% agreed it was easy to find out whether permission was granted, 28% did not think it was easy to find out and 24% did not try to find out, see Table 38:

**Table 38**

Base	515
If you have made, commented on or have been interested in...	
Does not apply	194 38%
Yes	153 30%
No	90 17%
Did not try to find out	78 15%

***Q34: Which types of consultations are you most likely to get involved with on issues of planning policy?***

Consultations through the Cumberland News was the most popular response, 60% said they would get involved. 55% would get involved with questionnaires, including the Citizens Panel, see Table 39:

**Table 39**

<b>Base</b>	576
<b>Which types of consultations are you most likely to get i...</b>	
<i>Cumberland News</i>	60%
<i>Questionnaires including Citizens Panel</i>	55%
<i>Leaflets and newsletters</i>	37%
<i>Carlisle City Focus magazine</i>	31%
<i>News and Star</i>	30%
<i>Written consultation</i>	18%
<i>Staffed exhibitions, Open days, Road shows, etc</i>	17%
<i>Website</i>	16%
<i>Posters and displays</i>	16%
<i>Neighbourhood Forum</i>	13%
<i>Email</i>	12%
<i>Parish Councillor</i>	12%
<i>Public meetings, 'State of the City of Carlisle' etc</i>	11%
<i>Documents available in council offices and libraries</i>	11%
<i>Telephone</i>	10%
<i>None of them</i>	8%
<i>City/District Councillor</i>	7%
<i>East Cumbria Gazette</i>	6%
<i>Focus groups</i>	4%
<i>Planning for Real © 3D model based workshop</i>	3%
<i>Stakeholder meetings</i>	2%
<i>Text alerts</i>	2%
<i>Other</i>	1%

**Other**

I.T.V



Botcherby Community Centre

Participatory appraisal.

Planning department do not take into consideration youth facilities, why was the ice rink rejected? The youth need more.

Presentations by applicants for major planning projects, without these, people like me tend to just object.

It would depend on what the issue was

***Q35 “Which types of consultations are you most likely to get involved with on issues of major planning applications?”***

**Consultations through the Cumberland News was again the most popular response, 55% said they would get involved. 45% would get involved with questionnaires, including the Citizens Panel, see Table 40:**  
**Table 40**

<b>Base</b>	<b>559</b>
<b>Which types of consultations are you most likely to get i...</b>	
<i>Cumberland News</i>	55%
<i>Questionnaires including Citizens Panel</i>	45%
<i>Leaflets and newsletters</i>	31%
<i>News and Star</i>	27%
<i>Carlisle City Focus magazine</i>	24%
<i>Staffed exhibitions, Open days, Road shows, etc</i>	21%
<i>Written consultation</i>	16%
<i>Website</i>	16%
<i>Posters and displays</i>	16%
<i>Public meetings, 'State of the City of Carlisle' etc</i>	14%
<i>Email</i>	13%
<i>Neighbourhood Forum</i>	12%
<i>Parish Councillor</i>	11%
<i>None of them</i>	10%
<i>City/District Councillor</i>	9%
<i>Documents available in council offices and libraries</i>	9%
<i>Telephone</i>	8%
<i>East Cumbria Gazette</i>	8%
<i>Focus groups</i>	4%
<i>Planning for Real © 3D model based workshop</i>	4%
<i>Stakeholder meetings</i>	2%
<i>Text alerts</i>	2%
<i>Other</i>	1%

Residents Association

Participatory appraisal.

As in Q34, I'd like to see presentations by applicants.

Television programme.

It would depend on what the issue was

All of the above if my objections were strong enough

**Other**

I.T.V

**Q36: Do you have any other comments on future consultation methods and feedback methods for planning policy and/or planning applications?**

Other	27	30.6%
Consult/advise/engage local residents	20	22.7%
We should all have a say & opinions listened to	9	10.2%
Newspapers	7	8.0%
In writing/letter	6	6.8%
Public meetings	5	5.7%
Public display/notice	3	3.4%
Web/Internet	3	3.4%
Does consultation & feedback change council decisions?	2	2.3%
Planning issues best left to professionals	2	2.3%
Unbiased & consistent	2	2.3%
Radio	2	2.3%
	<hr/> 88	<hr/> 100.0%

There must be proper feedback on how information/responses gathered through consultations have influenced final policies/decisions.

Not enough neighbours informed by letter from planning department.

There should be full consultation regarding major planning applications within the city centre.

More involvement by members of the public in planning and applications.

Use the local press and Border television, Radio Cumbria, CFM things like that.

Would like to be more involved.

The environmental impact on climate should be evaluated and noted.

I submitted comments regarding the Carlisle Renaissance by email. I did not even receive the courtesy of a reply.

Keep people informed, ask local people the people who the decision will really affect.

Planners do not listen

Employ all methods available to notify all affected persons residing in such areas.

i.e. The proposal to build a giant Tesco in the middle of the city, creating tremendous traffic jams, for everyone, should not even be considered, that was agreed by two thirds of the citizens panel 18th issue.

Simply a fair system for all.

Why does the council hinder certain companies from carrying out business in places where the council have not designated e.g. Willowholme ice rink- this is so easy to get to as there is generally no traffic problems getting there, so what if it does not fall into the correct compartment invented by the council. The building seems ideal for its purpose and no doubt very cost effective in this area.

Petitions and mass produced letters in response to planning issues distort the public response to that of the vociferous few and should be discounted.

Clear maps and sketches of future buildings which may be proposed in the local press.

Public notices in the Cumberland news works and for major decisions/ discussions public should be approached by way of a council meeting to see real views held.

I keep a general ear open and respond verbally or in writing when I feel my comment is necessary.

Enclose these surveys with the council tax bills, instead of all the other rubbish, after all we don't decide how our money is spent, so why tell us

Is any of this worth it? I'm still waiting to hear about my in-laws habitat

Some decisions are absurd and give residents the impression that no form of co-ordinated thinking takes place at the civic centre

Advice should be given by those citizens whose family have lived in the areas concerned and not by those with very limited local knowledge

Recently I was part of Orton parish planning committee, we invited heads of departments to the launch night but only one or two turned up, why should we take an interest in you if you don't take an interest in us?

There should be greater transparency of planning decisions and the minutes of meetings should be more accessible and without confidential sections

I own a business in Botchergate South which you plan to knock down, nobody has come to us and explained what is going to happen to us and our businesses in the area, we are locals but the council are only interested in the big stories

Local radio

Local people should have the final say, not individuals like John Prescott

Make the public better aware of planning applications and permissions and refusals

We should all have a say, notification of major plans is often too discreet, so is not opposed

More details in local newspapers

Ask local businesses before allowing large national shops to open and wipe out small community shops and post offices

Sack the planning committee

Listen to what the people of Carlisle Really want, i.e. the Lonsdale issue

The best way would be to put public notices in the Cumberland News and place posters adjacent to the area effected and also send out written notification to adjoining properties that are effected

Get on with it, don't take years

More focus

Don't use outside consultants, who will at the end of the day provide the answer you wanted and therefore do not put any new input into the project

Written policies that apply to all, would be helpful

You need to be unbiased and consistent

The city and district councils should give more weight to the views of the parish councils, when they ask for their opinions

Strike a balance about consultation with members of the public (major organisations) on planning applications- consult to who is appropriate.

Those receiving letter notifying you of application should receive letters of result.

I like to look at the council's website from time to time but have never looked for information planning matters. Highlighting major issues more often may stimulates better involvement.

Get off the web, I can't afford it.

Most consultation ( so called) is leading aspiring participants to agree with someone else's views.

Applications seem always to be low key, almost as though they are hoped to be passed unnoticed. I resent this - especially as I don't routinely object to any local building.

Difficult, newspapers and Border TV and in good time - 2-3 weeks is not enough time to make a considered decision or judgment.

Consultation and feedback maybe helpful to the council committees but does it change council decisions. E.g. if you want public involvement you may as well have referendums for everything as well as council vote.

The council should ensure time scales for grant applications are met i.e. Scotland to west ring road.

Planning need to think of wider population in Carlisle and surrounding areas invite younger youths and visit schools to get their views

Not sure.

Use local TV and radio, this will cause more interest.

Feel local newspapers should list all proposed planning policies and planning applications.

The council does a good job, this is appreciated.

Actively engage people, e.g. telephone panel members directly, contact survey people directly if any planning applications are in place within a mile of their homes.

That people actually have a say and rights. It is all very well consulting, but then to make an popular decision for whatever reason - regardless of public opinion because the decision makers think they know best- is all rather pointless and infuriating.

When planning consult neighbourhood not just the next door neighbour. Particularly when a large scale extension is requested. Take note of views and not only the size of the building, extensions to bungalows, should not be larger than the main building.

Advise residents associations.

Perhaps local councillors should attend community meeting when invited, regarding plans affecting there areas.

Best method of getting a response is to write to Civic Centre, telephones calls seemed to be ignored!! Martin Tickner in Civic Centre planning department has been very helpful with a query about a neighbours planning permission.

The public should be able to have a say in what happens in Carlisle, it affects us all. Re Tesco building store is going to make Carlisle more gridlocked that should have been built outside Carlisle live the Warwick road one.

Issues like planning are best left to be discussed by experts, who are unbiased and preferably local

Most people are only concerned about planning if it affects them personally

Major planning applications should be placed in a prominent position in the local newspaper, so that at least people would have the opportunity to hear about the plans and take action if they wish

Older people like myself are rarely consulted be the Count Council

When Brampton Parish Council turn down plans, Carlisle Council often give them the go ahead

Concentrate on the Northern bypass, early completion will improve transport and business and reduce pollution

Use decent architects instead of the current rash of " Fred Story Bland" style buildings and stop all barn conversions

Rate payers should be consulted before the council take action and spend money on the city

The public need to be made more aware of planning applications and should have the opportunity to comment on applications

I think for major planning applications there should be a full page advert in the Cumberland News or an exhibition at the town centre with people there to answer questions

More public meetings

Consult international artists and architects

Residents should be consulted when there are plans to build

Consultation is pointless as government lays down the policies that councils must abide by

It should be easier for all to pass on there opinions and to be listened to

Transparency

I think a 3D model of any future plans, exhibited in the city centre would reach the most people and give the clearest impression

More progress reports would be helpful to the general public

You need a higher level of publicity, I have not been aware of any consultations unless I have been written to directly

Major plans should always be on display for the public

Planning is a joke, where is the Western/Northern relief road

I was born in 1914 and feel I am too old to answer a lot of these questions

The planning department should take more notice of local people on these matters



Residents should be made aware of applications before planning decisions are made, newspaper columns are insufficient

Tesco should not be allowed to build on the viaduct because it will have an adverse affect on Denton Holme

This council is allowing far too many house building applications to build too many properties at each location, It highlights a greed for council tax and not a consideration for the property purchasers to have space.