

OLDHAM METROPOLITAN BOROUGH COUNCIL

LOCAL DEVELOPMENT FRAMEWORK

**REGULATION 26 PRE-SUBMISSION
PUBLIC PARTICIPATION DRAFT
STATEMENT OF COMMUNITY INVOLVEMENT**

APRIL 2006

CONTENTS PAGE

1	Introduction
2	The Planning System and Community Involvement
3	The Council and Community Involvement
4	Community Involvement and the Local Development Framework
5	Reporting Back
6	Community Involvement and Development Control
7	Minerals and Waste Management
8	Resources and Management of Community Involvement In Planning
9	Review and Monitoring
Appendix 1 Tests of “Soundness” for Development Plan Documents	
Appendix 2 Consultees on the Local Development Framework and Development Control	
Appendix 3 Glossary of Terms	
Appendix 4 Contact Details	

ওল্ডহাম স্থানীয় উন্নয়ন অবকাঠামো

কমিউনিটি জড়িতকরণসংক্রান্ত খসড়া বিবৃতি : প্রাক-দাখিল পাবলিক পার্টিসিপেশন বিধি ২৬

ইংল্যান্ডে উন্নয়ন পরিকল্পনা তথা ডিভালপমেন্ট প্ল্যানিংয়ের পদ্ধতি সরকার সংশোধন করেছে। জমিজমার উন্নয়ন এবং ব্যবহারের বিষয়টি নিয়ন্ত্রণ এবং এ ব্যাপারে দিকনির্দেশনা দেয়ার জন্যে উন্নয়ন পরিকল্পনাগুলো ব্যবহৃত হয়ে থাকে। সংশোধিত পদ্ধতির অংশ হিসেবে, ওল্ডহাম মেট্রোপলিটান বোরা কাউন্সিলকে অবশ্যই একটি "স্থানীয় উন্নয়ন অবকাঠামো" তৈরি করতে হবে।

"স্থানীয় উন্নয়ন অবকাঠামো"টি হবে বিভিন্ন দলিলের একটি ফোল্ডার, যার একটি হবে "কমিউনিটি জড়িতকরণবিষয়ক বিবৃতি"। স্থানীয় উন্নয়ন অবকাঠামো তৈরি এবং সংশোধনে এবং প্ল্যানিংয়ের দরখাস্তগুলো বিবেচনা প্রক্রিয়ায় কমিউনিটিগুলোকে কাউন্সিল কিভাবে জড়িত করবে তা কমিউনিটি জড়িতকরণবিষয়ক বিবৃতি তুলে ধরবে।

কমিউনিটি জড়িতকরণসংক্রান্ত খসড়া বিবৃতির উপর জনসাধারণের মতামত যাচাই ও তাদের সাথে সলা-পরামর্শ করার তিনটি-ধাপের দ্বিতীয় পর্যায় হচ্ছে এই দলিলটি।

পাবলিক নোটিশ এবং মন্তব্যের ফর্মে উল্লেখ মোতাবেক, কমিউনিটি জড়িতকরণসংক্রান্ত খসড়া বিবৃতির উপর জনসাধারণ ইচ্ছে করলে মতামত প্রদান ও সলা-পরামর্শের জন্যে নির্ধারিত ছয়-সপ্তাহ সময়ের মধ্যে মন্তব্য করতে পারেন। প্রাপ্ত সকল মন্তব্যগুলো কাউন্সিল বিবেচনা করে দেখবে এবং যথোচিত মনে করলে তারা কমিউনিটি জড়িতকরণসংক্রান্ত খসড়া বিবৃতিটি সংশোধন করতে পারবে।

কমিউনিটি জড়িতকরণসংক্রান্ত সংশোধিত বিবৃতিটি সেক্রেটারি অব স্টেটের কাছে দাখিল করা হবে এবং তা একজন প্ল্যানিং ইন্সপেক্টর কর্তৃক নিরপেক্ষভাবে পরীক্ষিত হবে, যিনি একটি রিপোর্ট তৈরি করবেন যেটির শর্তাবলী কাউন্সিলকে মানতে হবে। অতঃপর এটি কমিউনিটি জড়িতকরণের চূড়ান্ত বিবৃতি হিসেবে কাউন্সিল কর্তৃক গৃহীত হবে।

কমিউনিটি জড়িতকরণসংক্রান্ত খসড়া বিবৃতিটি বুঝতে যদি আপনার ভাষাগত সাহায্যের প্রয়োজন হয় অথবা যদি আপনি মন্তব্য করার ফর্মের কিছু কপি পেতে চান, তাহলে অনুগ্রহ করে নিম্নলিখিত ফোন নম্বরগুলোতে স্ট্র্যাটেজিক প্ল্যানিং এবং ইন্ফরমেশন টিমের কাছে ফোন করুনঃ 0161 911 4151 / 4139

আপনি ইচ্ছে করলে spi@oldham.gov.uk ঠিকানায় ই-মেইল করতে পারেন।

স্থানীয় উন্নয়ন অবকাঠামো এবং কমিউনিটি জড়িতকরণ বিবৃতির সাথে সংশ্লিষ্ট সকল দলিলপত্র কাউন্সিলের www.oldham.gov.uk ওয়েব সাইটে রয়েছে।

ઓલ્ડહામમાં સ્થાનિક વિકાસનું માળખું

નિયમ 26 - મોકલવા પહેલાનું કોમ્યુનિટી ઇન્વોલ્વમેન્ટ ડ્રાફ્ટ સ્ટેટમેન્ટ (કોમ્યુનિટીની સામેલગીરી માટેનું કાયુ વિધાન)

સરકારે ઈંગ્લેંડમાં વિકાસની યોજનાઓની પધ્ધતીમાં સુધારા કર્યા છે. જમીન વિકાસ અને ઉપયોગ માટે માર્ગદર્શન તથા અંકુશ પુરો પાડવા માટે વિકાસ યોજનાઓનો ઉપયોગ કરવામાં આવે છે. આ નવરચના (સુધારો)ના ભાગરૂપે, ઓલ્ડહામ મેટ્રોપોલિટન બરો કાઉન્સિલે એક સ્થાનિક વિકાસનું માળખું તૈયાર કરવું પડશે.

સ્થાનિક વિકાસના માળખામાં વિવિધ દસ્તાવેજો હશે, જેમાંનો એક દસ્તાવેજ કોમ્યુનિટીની સામેલગીરીનું વિધાન હશે. સામેલગીરી માટેના આ વિધાનમાં સ્થાનિક વિકાસનું માળખું તૈયાર કરવામાં અને તેની ઉપર ફેરનજર કરવામાં અને પ્લાનિંગ માટેની અરજીઓ ઉપર વિચાર કરવામાં, કાઉન્સિલ કોમ્યુનિટીને કેવી રીતે સામેલ કરશે તે જણાવવામાં આવેલ છે.

આ દસ્તાવેજ, કોમ્યુનિટીની સામેલગીરી વિષેની ત્રી-સ્તરીય સલાહમંત્રણાંની શ્રેણીનું બીજું સ્તર છે.

છ અઠવાડિયાની જાહેર સલાહમંત્રણાં દરમિયાન આમ જનતા ડ્રાફ્ટ સ્ટેટમેન્ટ ઓફ કોમ્યુનિટી ઇન્વોલ્વમેન્ટ વિષે મંતવ્યો આપી શકે છે, જે વિષે જાહેર સૂચના અને મંતવ્યો માટેના ફોર્મ ઉપર વિગતો આપેલ છે. કાઉન્સિલ તેઓને મળેલ દરેક મંતવ્યો ઉપર વિચાર કરશે અને યોગ્ય હશે તે પ્રમાણે ડ્રાફ્ટ સ્ટેટમેન્ટમાં ફેરફારો કરશે.

ફેરફારો કરાયેલ ડ્રાફ્ટ કોમ્યુનિટી ઇન્વોલ્વમેન્ટને ત્યારબાદ સેક્રેટરી ઓફ સ્ટેટ પાસે મોકલવામાં આવશે કે જે કાઉન્સિલ ઉપર અમૂક ફરજો મુકતો એક હેવાલ તૈયાર કરશે. ત્યારબાદ તેને કાઉન્સિલ મારફત અંતિમ સ્ટેટમેન્ટ ઓફ કોમ્યુનિટી ઇન્વોલ્વમેન્ટ તરીકે સ્વિકારવામાં આવશે.

જો તમે કોમ્યુનિટી ઇન્વોલ્વમેન્ટના ડ્રાફ્ટ સ્ટેટમેન્ટનો અનુવાદ મેળવવા માંગતા હો અથવા મંતવ્યો આપવા માટેના ફોર્મની નકલ મેળવવા માંગતા હો તો મહેરબાની કરીને સ્ટ્રેટેજીક પ્લાનિંગનો 0161 911 4151/4139 ઉપર સંપર્ક સાધો.

તમે તેઓને ઈમેલ પણ કરી શકો છો spi@oldham.gov.uk.

સ્થાનિક વિકાસના માળખા અને સ્ટેટમેન્ટ ઓફ કોમ્યુનિટી ઇન્વોલ્વમેન્ટ સાથે સંકળાયેલ દરેક દસ્તાવેજો કાઉન્સિલની વેબસાઈટ ઉપરથી ઉપલબ્ધ છે. www.oldham.gov.uk.

اولڈھم لوکل ڈویلمینٹ فریم ورک

ضابطہ 26 کے تحت قبل از درخواست عوامی شرکت پر ڈرافٹ کمیونٹی شمولیت بیان

حکومت نے انگلینڈ میں منصوبہ بندی کے فروغ کے نظام کی اصلاح کی ہے۔ ڈویلمینٹ پلان (تعمیری منصوبے) تعمیر اور زمین کے استعمال کے کنٹرول اور رہنمائی کیلئے وضع کیئے جاتے ہیں۔ اصلاحی نظام کے حصے کے طور پر، اولڈھم میٹروپولیٹن بروکس کو لازمی طور پر ایک "لوکل ڈویلمینٹ فریم ورک" (مقامی تعمیری خاکہ) تیار کرنا پڑے گا۔

لوکل ڈویلمینٹ فریم ورک میں مختلف کاغذات پر مشتمل ایک فولڈر ہوگا، جس میں سے ایک "کمیونٹی شمولیت کا بیان" (سٹیٹمنٹ آف کمیونٹی انوالومنٹ) بھی ہوگا۔ کمیونٹی کی شمولیت کے بیان میں بتایا جائے گا کہ کونسل لوکل ڈویلمینٹ فریم ورک کی تیاری اور نظر ثانی میں کمیونٹی کو کس طرح شامل کرے گی اور پلاننگ کی درخواستوں پر کیسے غور کیا جائے گا۔

کمیونٹی شمولیت کے بیان کے سلسلے میں ہونے والی تین حصوں پر مشتمل مشاورت پر یہ دوسری ڈرافٹ دستاویز ہے۔

عوام ڈرافٹ کمیونٹی شمولیت بیان پر عوامی مشاورت کے چھ ہفتوں کے دوران اپنی رائے کا اظہار کر سکتے ہیں جیسا کہ پبلک نوٹس اور اظہار رائے کے فارم میں بتایا گیا ہے۔ کونسل ملنے والی تمام اظہار رائے پر غور کرے گی اور شائد ڈرافٹ کمیونٹی شمولیت بیان میں حسب مناسب ترمیم کرے۔

ترمیم شدہ کمیونٹی شمولیت بیان کو سیکریٹری آف سٹیٹ کو پیش کیا جائے گا اور وہ آزادانہ معائنے سے منسلک ہوگی قبل اس کے کہ پلاننگ انسپیکٹر وہ رپورٹ تیار کرے جس کی کونسل قانونی طور پر پابند ہوگی۔ تب جا کر کونسل اسے بطور آخری کمیونٹی شمولیت بیان کے طور پر منظور کرے گی۔

اگر آپ کو ڈرافٹ کمیونٹی شمولیت بیان پر تشریح کی مدد یا اظہار رائے کے فارم کی کاپیوں کی ضرورت پڑے، تو براہ مہربانی سٹریٹجک پلاننگ اینڈ انفارمیشن ٹیم سے درج ذیل نمبروں پر رابطہ کریں:

0161 911 4151 / 4151 / 4139.

آپ ٹیم کو spi@oldham.gov.uk پر ای میل بھی ارسال کر سکتے ہیں۔

لوکل ڈویلمینٹ فریم ورک اور کمیونٹی شمولیت بیان سے متعلقہ تمام دستاویزات کونسل کی ویب سائٹ www.oldham.gov.uk پر دستیاب ہیں۔

1 INTRODUCTION

- 1.1 In September 2004, the Planning and Compulsory Purchase Act 2004 came into effect. This legislation reforms the system of development planning in England. Development Plans are used to control and guide the development and use of land in the area they cover.
- 1.2 As a consequence of the new legislation, Oldham Metropolitan Borough Council, in its role as Local Planning Authority, must prepare a **“Local Development Framework”**.

LOCAL DEVELOPMENT FRAMEWORK

- 1.3 The Local Development Framework is a folder of different documents as follows:
 - **“Local Development Scheme”** – This is a project plan which sets out how and when the Council will prepare the various documents making up the Local Development Framework. The latest Oldham Local Development Scheme can be viewed on the Council’s website at www.oldham.gov.uk.
 - **“Statement of Community Involvement”** – This sets out how the Council will engage the community in the preparation and revision of Local Development Framework documents and in determining planning applications. (This document is the draft Statement of Community Involvement.)
 - **“Development Plan Documents”** – A series of spatial planning documents which set out the Council’s approach to future development of the Borough.
 - **“Supplementary Planning Documents”** – These may expand on policy outlined in a Development Plan Document or provide more detail on it to help in its implementation. These are not formally part of the statutory Development Plan, but are material considerations in determining planning applications.
 - **“Annual Monitoring Report”** – This will be produced each December and which will review progress towards achieving the targets and milestones set out in the Local Development Scheme. It will also assess the impact and effectiveness of planning policies.
- 1.4 All constituent parts of the Local Development Framework are called **“Local Development Documents”**. Although the documents share this generic name, they have differing legal status.

THE DEVELOPMENT PLAN

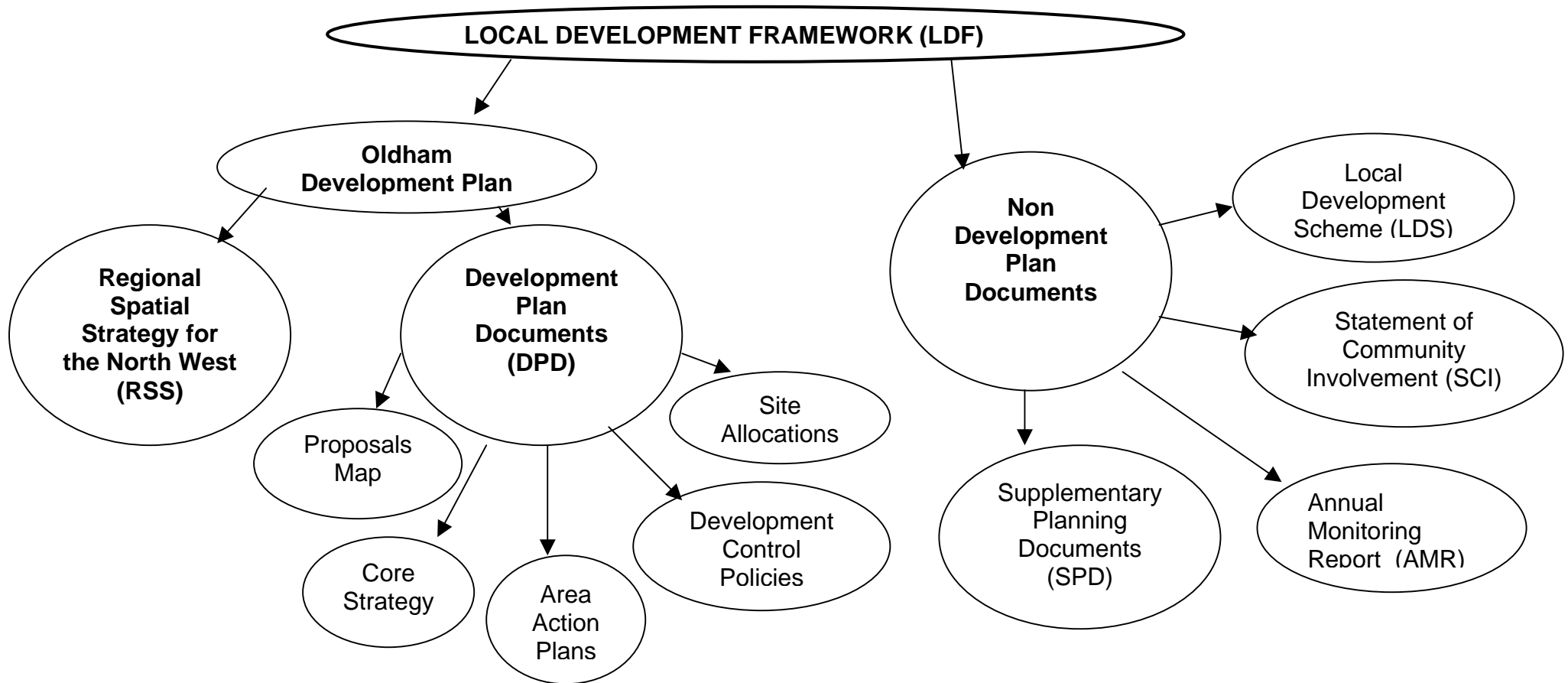
- 1.5 Planning decisions are made in accordance with the Development Plan unless there are other material considerations (Section 38(6) of the Planning and Compulsory Purchase Act 2004).
- 1.6 The Development Plan for Oldham comprises Development Plan Documents and the Regional Spatial Strategy.

- 1.7 The Development Plan Documents will include:
- **“Core Strategy”** – which sets out a spatial vision and strategic objectives for the Borough, incorporating a spatial strategy, core policies and a monitoring and implementation framework with clear objectives for achieving delivery.
 - **“Site-specific allocations of land”** – a document that identifies where land is allocated for a specific use such as residential or business or retail or open space.
 - **“Area Action Plans”** – these provide the planning framework for areas where significant change or conservation is needed.
 - **“Development Control policies”** – these are policies setting out criteria against which planning applications for development and use of land or buildings will be assessed.
 - **“Proposals Map”** – this provides a graphical representation on a base map of all the policies contained in Development Plan Documents.
- 1.8 The Regional Spatial Strategy is prepared by the North West Regional Assembly. Regional Spatial Strategy for the North West is currently under review. The policies set out in Development Plan Documents should be in general conformity with the Regional Spatial Strategy. For details, please refer to the Assembly’s website at www.nwra.gov.uk.

ASSESSMENT OF PLANS AND PROGRAMMES

- 1.9 A key part of the reformed planning system is the requirement for an assessment of plans and programmes that are likely to have significant effects on the environment. Development Plan Documents and Supplementary Planning Documents will therefore be subject to a **“Sustainability Appraisal / Strategic Environmental Assessment”**. This is explained in Section 4.

Figure 1 Development Planning System



2 THE PLANNING SYSTEM AND COMMUNITY INVOLVEMENT

STATEMENT OF COMMUNITY INVOLVEMENT

- 2.1 The reformed planning system places a particular emphasis on Community Involvement in the plan-making process and development control. A key part of the Local Development Framework will be the “**Statement of Community Involvement**”, which sets out how the Council will involve the community in the preparation and revision of the Local Development Documents and the consideration of planning applications.
- 2.2 This Statement of Community Involvement defines “community” as all stakeholders with an interest in the future development of the Borough, which includes the general public, community and interest groups, organisations, businesses, land owners, developers, consultants and statutory consultees.
- 2.3 The Statement of Community Involvement outlines the techniques that may be used to engage the community at the various stages of preparation of Development Plan Documents, Supplementary Planning Documents and Sustainability Appraisal/Strategic Environmental Assessment, as well as the Statement of Community Involvement itself. (See Section 4.)
- 2.4 Opportunities for Community Involvement on planning applications are outlined in the Statement of Community Involvement. (See Section 6.)
- 2.5 This document is the Draft Statement of Community Involvement (the “**Pre-Submission**” document). Comments on the Draft Statement are welcomed during the six-week public participation stage. The Council will consider the comments and may amend the Draft Statement as appropriate. The Statement of Community Involvement (the “**Submission**” document) will then be submitted to the Secretary of State. At that stage, there will be a further opportunity for comments on the Submission Statement of Community Involvement over a six-week period.

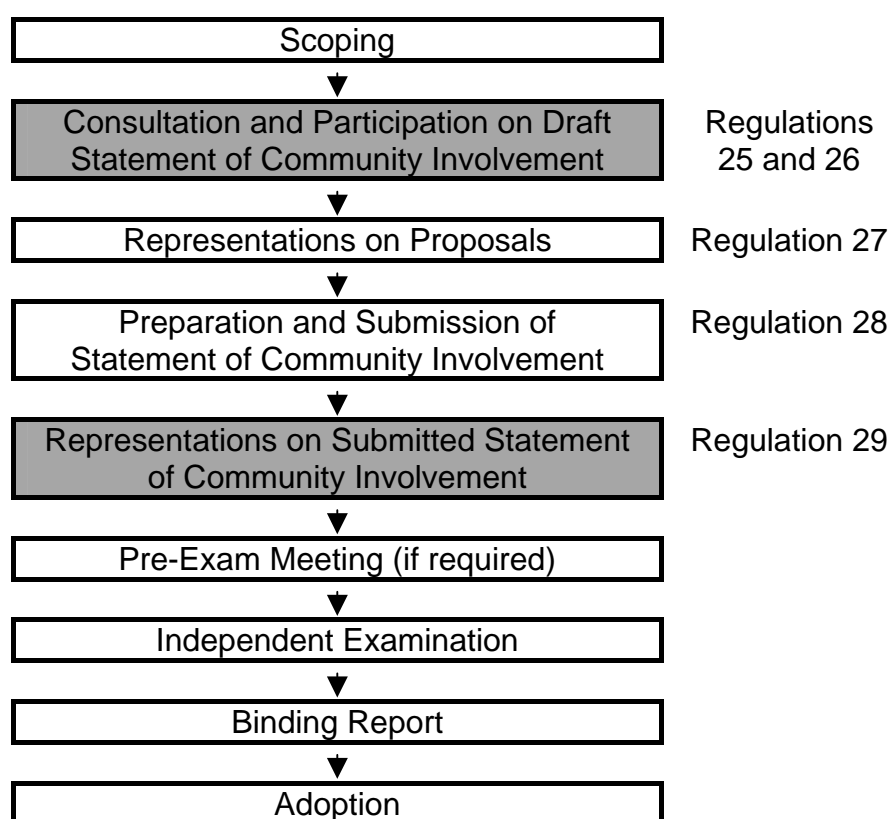
INDEPENDENT EXAMINATION

- 2.6 The Submission Statement of Community Involvement will be subject to an Independent Examination by a Planning Inspector to test its “**soundness**”, as set out in Planning Policy Statement 12. The Inspector will take account of whether the:
 - Council has complied with the minimum requirements for consultations as set out in the Town and Country Planning (Local Development) (England) Regulations 2004;
 - Council's strategy for community involvement links with other community involvement strategies e.g. the Community Strategy;

- Statement of Community Involvement identifies in general terms which local community groups and other bodies will be consulted;
- Statement of Community Involvement identifies how the community and other bodies can be involved in a timely and accessible manner;
- Methods of consultation to be employed are suitable for the intended audience and for the different stages in the preparation of Local Development Documents;
- Resources are available to manage Community Involvement effectively;
- Statement of Community Involvement shows how the results of community involvement will be fed into the preparation of Development Plan Documents and Supplementary Planning Documents;
- Council has mechanisms for reviewing the Statement of Community Involvement; and
- Statement of Community Involvement clearly describes the Council's policy for consultation on planning applications

- 2.7 Representations made will also be considered in the Inspector's examination of the Statement of Community Involvement.
- 2.8 Following the Independent Examination, the Inspector will produce a report that is binding upon the Council. The Inspector's report will be published.
- 2.9 Figure 2 shows the process for preparing the Statement of Community Involvement, including the public participation stages.

Figure 2 Statement of Community Involvement Process



Key: = public participation stage

(source: Planning Policy Statement 12)

- 2.10 Once the Council has adopted the Statement of Community Involvement, all Development Plan Documents and Supplementary Planning Documents that are prepared will have to take account of the procedures for Community Involvement.
- 2.11 A “**Statement of Compliance**” will have to be issued for each Development Plan Document, showing how it meets the requirements outlined in the Statement of Community Involvement, when it is submitted to the Secretary of State.
- 2.12 All planning applications that are determined by the Council will also have to meet the requirements outlined in the Statement of Community Involvement.
- 2.13 This Statement of Community Involvement has taken account of the following Government legislation and guidance:
- Planning and Compulsory Purchase Act 2004
 - Town and Country Planning (Local Development) (England) Regulations 2004
 - Planning Policy Statement 1: Delivering Sustainable Development
 - Planning Policy Statement 12: Local Development Frameworks

- Creating Local Development Frameworks: A Companion Guide to PPS12 (ODPM, 2004)
- Diversity and Equality in Planning: A Good Practice Guide (ODPM, 2005)
- Development Plans Examination – a Guide to the Process of Assessing the Soundness of Statements of Community Involvement (The Planning Inspectorate, 2005)

2.14 The Statement of Community Involvement covers the whole Borough except that part which falls within the Peak District National Park.

3 THE COUNCIL AND COMMUNITY INVOLVEMENT

3.1 Oldham Council's Mission is:

“...to improve everyone's life, by providing quality local services and effective community leadership in a regenerated Borough”.

(source: Oldham Corporate Plan, 2005-2008)

3.2 The Council's Main Aim is:

“regenerating the Borough in a way that achieves greater Community Cohesion”.

(source: Oldham Corporate Plan, 2005-2008)

OLDHAM COUNCIL'S APPROACH TO CONSULTATION

3.3 Oldham Council's approach to consultation is outlined in its:

- Consultation Strategy (2006-07) and
- Consultation Policy and Guidance 2005-08.

3.4 These documents outline that the Council believes that:

“effective consultation with the people of the Borough improves the quality of the decisions that it makes and the services which it provides on their behalf”.

3.5 The Vision for this Statement of Community Involvement is:

“to enable, empower and encourage all Oldhamers to actively participate in the planning of their Borough”.

3.6 Certain key principles underpin all consultation good practice. To undertake consultation that is effective, consultation should follow these key principles as set out in the Council's Consultation Strategy. These are:

- Consultation will only be carried out where the outcome can influence or intends to influence decision-making.
- Decisions on service improvements/delivery will be informed by consultation findings.

- Consultation will adhere to other corporate strategies such as the Corporate Plan, Community Cohesion Strategy and the Corporate Equalities and Diversity Policy. Consultation will also adhere to national legislation such as the Race Relations (Amendment) Act, Disability Discrimination Act 2005 and the Gender Equality Duty.
- Feedback the findings and decisions made as a result to participants and residents through Oldhamer and other media.
- Details of all planned and completed consultation will be submitted onto ACE, the Council's consultation database.
- Consultation will involve hard to reach groups and other groups at disadvantage for their views, that is Black and Minority Ethnic groups, older people, young people, faith groups and people with disability.
- Consultation will be inclusive. It is important to involve, where appropriate, residents or service users, potential service users, staff, stakeholders such as service providers and advocates, and elected members. It is also important to undertake geographically representative consultation.
- Both open and closed sampling techniques will be used.

3.7 These are the Vision and Guiding Principles for this Statement of Community Involvement.

RELATIONSHIP BETWEEN THE LOCAL DEVELOPMENT FRAMEWORK AND OTHER COMMUNITY INVOLVEMENT INITIATIVES

LINKS TO THE COMMUNITY STRATEGY

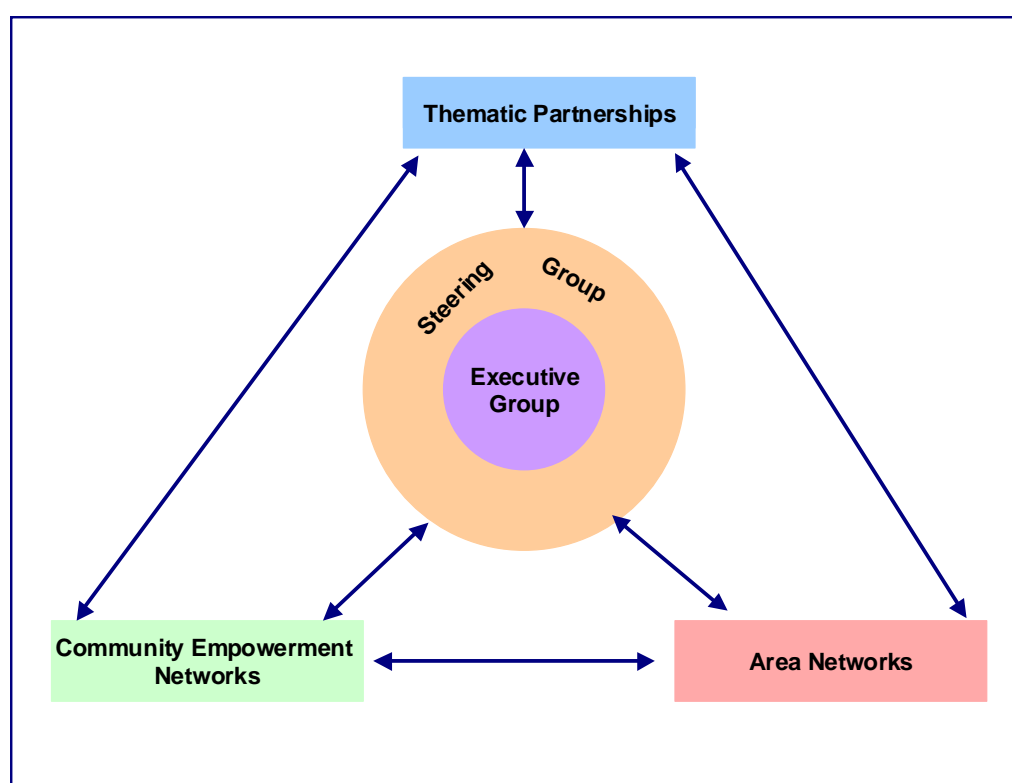
- 3.8 Oldham's Community Strategy, which has been produced on behalf of the Borough's Local Strategic Partnership, was revised in 2005 and identifies a number of key issues that will be delivered over the coming years.
- 3.9 The Local Development Framework is the key mechanism for delivering the land-use elements of Oldham's Community Strategy '*Planning for Sustainable Communities*'. Oldham's Community Strategy identifies a number of key outcomes which the Oldham Partnership (the borough's Local Strategic Partnership) commits itself to deliver over the coming years.
- 3.10 The Community Strategy and the Local Development Framework must be closely aligned. Spatial planning must help to deliver the borough's priorities. This may be through finding the right locations for facilities from which quality services can be delivered, or enabling the well planned, sustainable, physical regeneration of the borough. Equally the actions set out in the Community Strategy need to be based, for instance, upon a good appreciation of land availability and the competing demands upon land and buildings.

- 3.11 The Oldham Partnership is committed to sustainable development and has indeed won national recognition for its work on this issue. It undertook a sustainability appraisal exercise of the Community Strategy to ensure that its commitment to sustainable development ran right through the strategy and was deliverable.

OLDHAM PARTNERSHIP

- 3.12 The Oldham Partnership includes representatives of public sector organisations, private sector businesses, and voluntary, community and faith groups, who are committed to working together to deliver the aims of the Community Strategy.
- 3.13 Within the Oldham Partnership there is an Executive Group and a Steering Group.
- 3.14 The Steering Group is responsible for the policy and performance management of the Partnership. The Executive Group is responsible for organising the effective delivery of the Partnership's objectives.
- 3.15 The Oldham Partnership can be described as a "Partnership of Partnerships". The Partnership is underpinned by a number of thematic partnerships. Each of these have responsibility to the Oldham Partnership for delivery of its programme as set out in the Community Strategy.
- 3.16 Figure 3 below shows the structure of the Oldham Partnership. The strategic decision making core of the Partnership is represented by the Executive Group and the Steering Group.

Figure 3 Oldham Partnership Structure



- 3.17 The Oldham Partnership will be used as a mechanism to engage with key stakeholders as part of the consultation process for Local Development Documents.
- 3.18 The thematic partnerships within the Partnership may in some instances provide an appropriate means of securing multi agency engagement about specific aspects of the Local Development Documents.
- 3.19 In developing the Development Plan Documents and Supplementary Planning Documents, the Council will endeavour to undertake joint working with organisations represented on the Oldham Partnership, so as to maximise resources and reduce consultation fatigue. The Oldham Partnership has a proven track record in engaging stakeholders and members of the community on a range of social, economic and environmental issues facing local communities.
- 3.20 Consultation may take place with Oldham's Community Network to help the Borough's voluntary, community and faith groups have a greater involvement in the development of the Local Development Framework. The network comprises of a series of People's Panels to build on the strengths of communities and to address identified needs and inequalities. By utilising the existing Community Network, the Council will ensure hard-to-reach groups, including black and minority ethnic, women and youth groups, are provided with an opportunity to be engaged in the consultation process.

3.21 See Appendix 4 for details of how to contact the Oldham Partnership.

AREA COMMITTEES

3.22 The borough has six Area Committees and an Oldham Town Centre Partnership.

3.23 Area Committees are made up of ward Councillors and co-opted members of the community. They offer a forum for residents and representatives of groups in the area to discuss, comment on, and question proposals. To ensure that Area Committees can influence strategic decision-making, a number of their members are also represented on the Steering Group of the Oldham Partnership. The Oldham Town Centre Partnership brings together representatives of businesses and public sector organisations and town centre residents.

3.24 Area Plans, with detailed action programmes, have been developed by the Area Committees. The Oldham Town Centre Partnership has a similar “Business Plan”. These plans identify specific issues, though not necessarily land-use issues, that will be addressed in the short, medium and long term. They also provide local people with an effective tool to monitor what is being achieved within their local areas. They help service providers identify where developments, activities and resources are needed to ensure the requirements of the most needy are met.

3.25 These area structures will be used as a mechanism for sharing information and consulting on matters relating to the Local Development Framework with communities, ward Councillors, co-opted members and business representatives.

3.26 The Area Plans and Action Plans referred to in paragraph 3.24 are different from the statutory “Area Action Plans” that may be prepared under the Local Development Framework. The similarity of the terminology creates a risk of confusion amongst consultees. The Council will ensure that the subject of consultation is made clear.

LINKS WITH OTHER STRATEGIES

3.27 The Council is currently consulting on the recently developed Community Engagement Framework. The Framework, driven by the Community Cohesion Partnership which is part of the Oldham Partnership, sets out a number of key principles underpinning Oldham’s approach to community engagement. The Framework will overarch a number of emerging community engagement strategies including those of New Deal for Communities, Housing Market Renewal, the Children and Young People’s Partnership Active Involvement Strategy and the Community Network protocols.

- 3.28 The Community Engagement Framework will support the implementation of the Local Area Agreement, underpinning the stated commitment to community cohesion. A Local Area Agreement is a three year agreement that sets out the priorities for a local area agreed between central government, represented by the Government Office, and a local area, represented by the local authority and Local Strategic Partnership (LSP) and other key partners at a local level.
- 3.29 On completion of the consultation, the Oldham Partnership will be asked to adopt the Framework, contributing to a consistently high quality approach to community engagement.
- 3.30 See Appendix 4 for contact details relating to the Community Engagement Framework.

4 COMMUNITY INVOLVEMENT AND THE LOCAL DEVELOPMENT FRAMEWORK

WHAT TO CONSULT ON

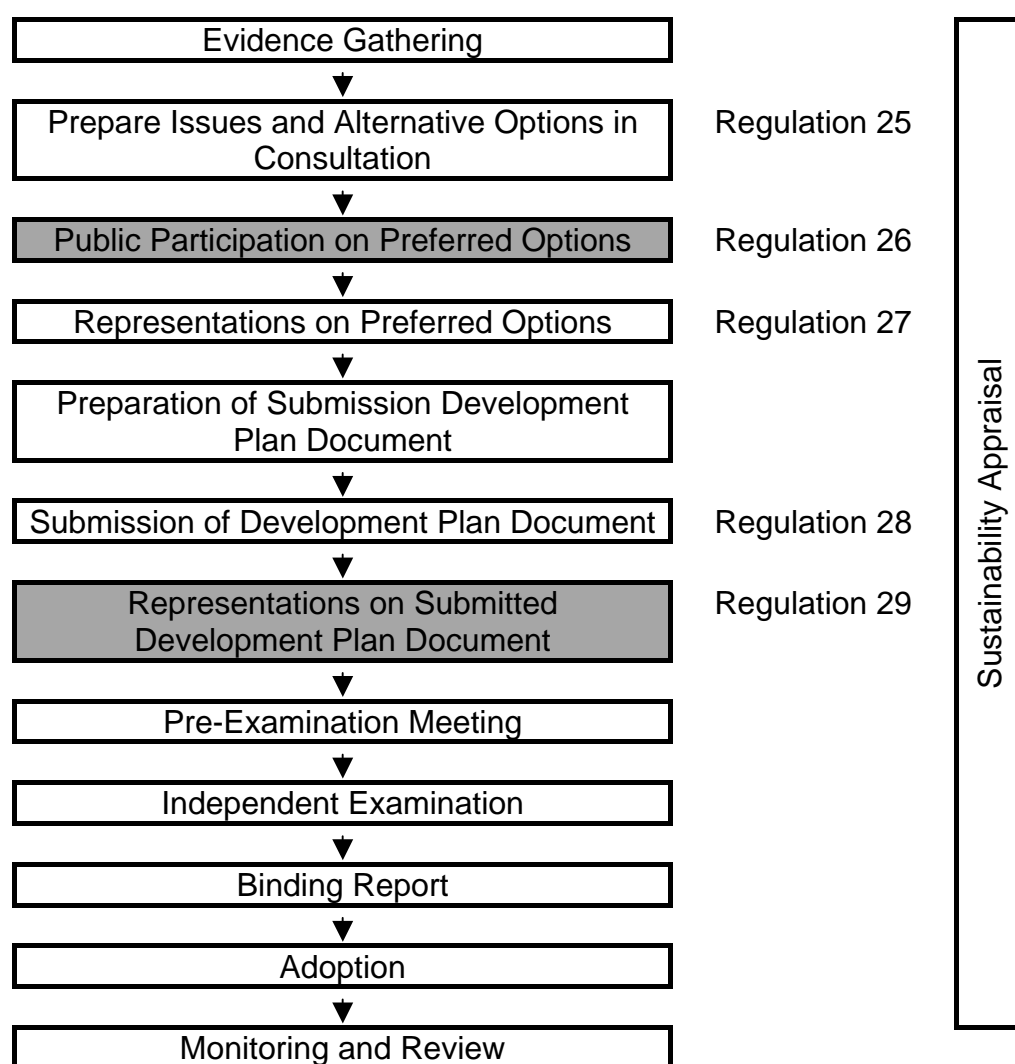
- 4.1 Community Involvement will take place on the preparation and revision of all Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement. The reformed planning system specifies various stages for public participation in the preparation of Development Plan Documents and Supplementary Planning Documents.

DEVELOPMENT PLAN DOCUMENTS – THE PROCESS

- 4.2 There will be four stages in the preparation of Development Plan Documents - Pre-Production, Production, Examination and Adoption. Figure 4 outlines the stages involved in the preparation of the Development Plan Document, including the public participation stages.
- 4.3 Pre-Production – This stage involves gathering of baseline information to assist preparation of the Development Plan Document. For example, information about the characteristics of the Borough's population.
- 4.4 Production – The evidence gathering stage will inform the production of a series of “**Issues and Options**” that will be tested for their environmental, social and economic effects and subject to informal consultation. Preferred Options will then be published and comments invited over a six-week period.
- 4.5 The Council will then prepare a Draft Development Plan Document and Final Sustainability Appraisal Report (see paragraphs 4.12-4.20 for explanation) that will be submitted to the Secretary of State. Comments will then be invited over a six-week period.

- 4.6 Examination – The Draft Development Plan Document will be subject to Independent Examination by a Planning Inspector who will test whether it is in general conformity with the Regional Spatial Strategy and its “soundness”. (Appendix 1 sets out the tests for assessing “soundness”.)
- 4.7 Adoption – The Inspector will produce a report that will be binding upon the Council. The Inspector’s report will be published. Any recommended changes would have to be incorporated into the Development Plan Document before the Council formally adopts and publishes it.

Figure 4 Development Plan Document Process



Key: = public participation stages

(source: Planning Policy Statement 12)

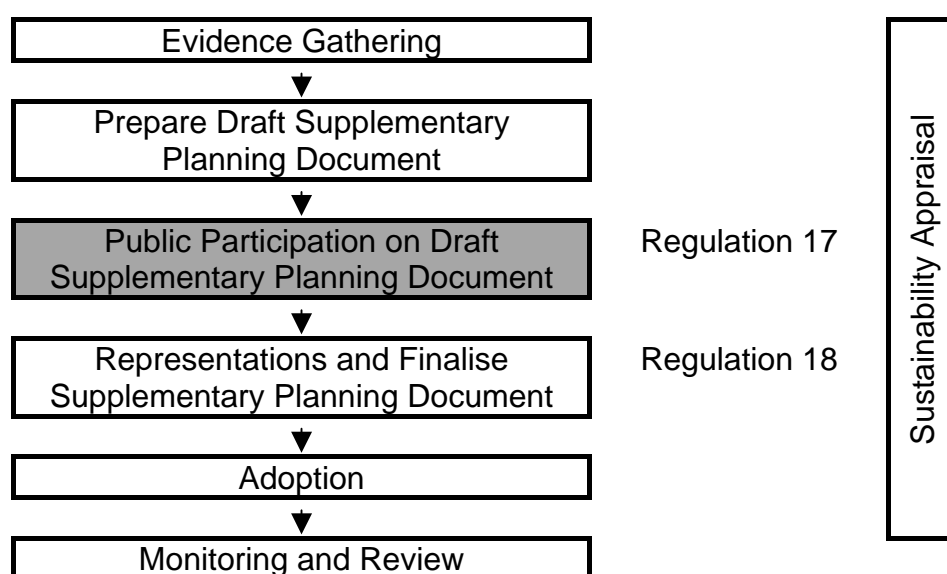
Please note that additional consultation will be undertaken if alternative sites are proposed as part of the public consultation stage for any Site-specific

Allocations of Land Development Plan Document. This is required under Regulation 32 of the Town and Country Planning (Local Development) (England) Regulations 2004 and is explained more fully in paragraphs 4.23-4.24.)

SUPPLEMENTARY PLANNING DOCUMENTS – THE PROCESS

- 4.8 There will be three stages in the preparation of Supplementary Planning Documents - Pre-Production, Production and Adoption. They are not subject to Independent Examination. Figure 5 outlines the various stages involved in preparing each Supplementary Planning Document, including the public participation stages.

Figure 5 Supplementary Planning Document Process



Key: = public participation stage

(source: Planning Policy Statement 12)

- 4.9 Pre-Production – This stage involves gathering of baseline information to assist preparation of the Supplementary Planning Document. For example, information about the number of listed buildings in the Borough.
- 4.10 Production – The Council will prepare a Draft Supplementary Planning Document, taking account of the evidence gathering, alongside a Sustainability Appraisal Report testing its environmental, social and economic effects. Comments will then be invited over a four-to-six week period.
- 4.11 Adoption – The Council will have regard to any comments received on the Draft Supplementary Planning Document and may make revisions, where appropriate, before it proceeds to adopt the Supplementary Planning Document.

SUSTAINABILITY APPRAISAL AND STRATEGIC ENVIRONMENTAL ASSESSMENT

- 4.12 Under the Planning and Compulsory Purchase Act 2004, a sustainability appraisal is mandatory for both Development Plan Documents and Supplementary Planning Documents. In essence, sustainability appraisal ensures the Council fulfils the objective of contributing to the achievement of sustainable development.
- 4.13 The Brundtland Report created a widely used and accepted definition of sustainable development in 1987. That definition is:
'development which meets the needs of the present without compromising the ability of future generations to meet their own needs' ("The Brundtland Report", WCED, 1987: 43)
- 4.14 When preparing Development Plan Documents and Supplementary Planning Documents, the Council must also conduct an environmental assessment in accordance with the European Directive 2001/42/EC on the 'assessment of the effects of certain plans and programmes on the environment'. The aim of the Directive is to provide for a high level of protection of the environment and to integrate environmental considerations into the preparation and adoption of plans and programmes, with a view to promoting sustainable development. This requirement for an environmental assessment is met through 'Strategic Environmental Assessment'.
- 4.15 It is envisaged that the requirements for the sustainability appraisal and strategic environmental assessment can be met through the same process.
- 4.16 There are several opportunities for community involvement during the stages of the Sustainability Appraisal of Development Plan Documents and Supplementary Planning Documents. These are explained below.

Pre-production

- 4.17 The Council will carry out evidence gathering at this stage and in some instances, where data gaps exist, the community may be an appropriate source of this information.

Consulting on the Scope of the Sustainability Appraisal

- 4.18 This consultation stage may also give an opportunity for community involvement, however these documents will tend to be targeted at key stakeholders relative to their appropriateness of the subject being covered by the Development Plan Document or Supplementary Planning Document. This stage involves consulting on the scope of the Sustainability Appraisal for five weeks.

Production

- 4.19 During the production of the Development Plan Document or draft Supplementary Planning Document, an opportunity for community involvement will also be available. This will be during the development of the Development Plan Document or draft Supplementary Planning Document options. The options are essentially the approaches that the Development Plan Document or Supplementary Planning Document could take. In order to ensure that the widest possible options available are considered at this stage, community involvement is essential. The methods that may be applied during this informal consultation are outlined in Table 1.

Formal Consultation

- 4.20 The final opportunity for community involvement in Sustainability Appraisal is the formal consultation period. For Development Plan Documents, this is when the Sustainability Appraisal report is issued with the Development Plan Document during the pre-submission public participation stage on the preferred option or options. For Supplementary Planning Documents, the Sustainability Appraisal report is consulted upon at the same time as the draft Supplementary Planning Document.

REPRESENTATIONS ON LOCAL DEVELOPMENT DOCUMENTS

- 4.21 Any representations made about the Local Development Documents should relate to the soundness of the document. Appendix 1 sets out the tests for assessing “soundness”. Representations made will be considered in the Inspector’s examination of the document. If representations seek changes to the Local Development Document, they should specify the changes being sought to inform the Inspector.
- 4.22 Any representations made may be considered by the Inspector by way of written representations, although individuals may exercise their right to attend the examination and be heard.
- 4.23 Where representations seek to offer alternative site allocations or to change a boundary of a site allocation identified in a submitted Development Plan Document, the Council will have to advertise these separately after the period for making representations has expired, in accordance with Regulation 32 of the Town and Country Planning (Local Development) (England) Regulations 2004.

- 4.24 Those promoting alternative sites should indicate how it complies with the tests of soundness and how the sustainability appraisal process has been or is to be carried out prior to consideration at the examination. It is the responsibility of those promoting alternative sites, not the Council's, to make clear what the effects of the alternative site would be on sustainable development objectives and to show that proper procedures have been undertaken.

WHO TO CONSULT

- 4.25 The Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Development) (England) Regulations 2004, outline the types of “**specific**”, “**general**” and “**other**” consultation bodies and Government Departments that should be consulted on the Local Development Framework.
- 4.26 In line with Government advice, this Statement of Community Involvement does not identify all the separate agencies, organisations or individuals that the Council will consult during the plan-making process. It does, however, provide guidance on the type of stakeholder that the Council will consult. Appendix 2 lists the types of specific, general and other consultation bodies and Government Departments that will be consulted, where appropriate. The specific consultation bodies includes the Borough's two parish councils – Saddleworth and Shaw & Crompton - that will be consulted at all formal consultation stages during the preparation of the Local Development Framework.

HARD TO REACH GROUPS

- 4.27 Many people and groups that are known about in the Borough are not necessarily “hard to reach”, but are hard to engage in the planning processes. The Council's aspiration is to enable, empower and encourage **all** Oldhamers to actively participate in the planning of their Borough. The reformed planning system also places emphasis on Community Involvement that engages “**hard to reach groups**” that have traditionally not participated in the planning process. This Statement of Community Involvement defines these groups as:
- Range of communities experiencing social and economic exclusion
 - Black and Minority Ethnic communities
 - People with physical disabilities
 - People with learning disabilities
 - Young People (under 21s)
 - Older People
 - Lesbian, Gay, Bisexual and Transgender (LGBT)
 - Gypsy and Travellers
 - Faith Groups
 - Gender Groups

- 4.28 Engaging with those sections of the community that have not traditionally participated in the planning process will ensure that the widest range of views are taken into consideration when forming land-use development proposals. The Council will arrange for the Local Development Documents to be made available in alternative formats (such as large print, electronically, community languages etc), where appropriate, in order to facilitate understanding of the Local Development Documents, if requested and resources permitting.
- 4.29 The Council will also comply with the requirements of the Race Relations (Amendment) Act 2000 and the Disability Discrimination Act 1995 when preparing the Local Development Framework. An Equalities Impact Assessment, which is a thorough and systematic analysis to determine the extent of the impact of a new policy upon the equalities categories (gender, disability, sexual orientation, age, religious belief and transgendered and transsexual people), has been undertaken for the Draft Statement of Community Involvement. Equalities Impact Assessments will be undertaken for the Development Plan Documents and Supplementary Planning Documents.

LOCAL DEVELOPMENT FRAMEWORK MAILING LIST

- 4.30 The Council has established a mailing list containing details of the specific, general and other consultation bodies and Government Departments specified in the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Development) (England) Regulations 2004 that will be consulted on the Local Development Framework.
- 4.31 The mailing list also contains details of individuals and organisations that have specifically requested to be kept informed about preparation of the Local Development Framework.
- 4.32 Anyone can be added to, or removed from, the Local Development Framework mailing list at any time by contacting the Council's Strategic Planning and Information section. (See Appendix 4 for contact details.)

HOW TO CONSULT

CONSULTATION METHODS AND THE LOCAL DEVELOPMENT FRAMEWORK

- 4.33 There are a range of consultation methods that the Council could use to engage the community in the preparation of the Local Development Documents. However, it has to be recognised that different consultation methods may be better suited to engaging different sections of the community. The consultation methods used may also depend on the type of Local Development Document in preparation. In deciding which consultation method to use, the Council will have

regard to its Consultation Strategy and the Community Engagement Framework, as well as the consultation processes and techniques of the Oldham Partnership.

- 4.34 As a minimum, however, all Local Development Documents, at the relevant stages for consultation with the community, will benefit from the following approaches to engaging the community:
- A Statutory Notice outlining details of the Local Development Document will be published.
 - A press release with details of the Local Development Document will be issued.
 - The Local Development Document will be published on the Council's website.
 - The Local Development Document will be made available at public libraries.
 - The Local Development Document will be made available at the Council's principal offices, i.e. Civic Centre One-Stop Shop and Level 12 Planning Reception.
 - The Local Development Document will be sent to all relevant Statutory Consultees.
 - All Councillors will be sent a copy of the Local Development Document.
 - The Oldham Partnership will be sent a copy of the Local Development Document.
 - A letter or email will be sent to those relevant parties on the LDF mailing list, or those that have expressed a particular interest, explaining that the Local Development Document is available for consultation.
- 4.35 Table 1 details the main consultation methods that the Council will use as a minimum standard as listed above in paragraph 4.34. It also details the consultation techniques that the Council may make use of over and above this minimum, if appropriate and resources permitting. The table provides a summary of the benefits of each consultation method available to the Council and also gives an indication of which section of the community the consultation method could be most appropriate at targeting.

Table 1 Types of Consultation Methods – Benefits and Groups Most Likely To Benefit

Consultation Methods	Benefits	Groups most likely to benefit from consultation method
Consultation Document	Publication of Issues and Options / Preferred Options and Submission Document to allow public participation.	All
Statutory Notice / Letter to Statutory Consultees	Legal requirement to notify about document preparation and consultation dates.	Statutory Consultees
Council Website	Legal requirement. Document made available on the Council's website can be accessed 24 hours a day.	General Public. Interested Individuals and Organisations. Agents. Developers.
Council Offices	Legal requirement. Document made available at principal Council offices during opening hours.	General Public. Interested Individuals and Organisations.
Councillors	Community representatives' input and endorsement for the Document.	Councillors
Letter / Email to Parties on LDF Mailing List	Individuals and organisations that expressed interest in being informed can easily be notified about document preparation and consultation dates.	Interested Individuals and Organisations. Agents. Developers.
Press Release	Notification of document preparation and consultation dates can achieve wide coverage.	General Public. Interested Individuals and Organisations.
Public Libraries	Copies of Document can be displayed in local libraries to inform the community.	General Public. Interested Individuals and Organisations.
Council Newspaper	"The Oldhamer" newspaper produced every two/three months. Opportunity for articles about Local Development Framework preparation and consultation dates.	General Public
Area Committees	Exhibition about Document can be displayed in venues across the Borough to generate publicity. Also an opportunity to present to the meeting and respond to queries, if appropriate.	General Public. Interested Individuals and Organisations.
Stakeholder meetings	Meetings of specific stakeholders with relevant interest in area/topic invited to provide input into Document.	Statutory Consultees. Agents. Developers. Oldham Partnership.
Public Meetings	Meetings with community to provide input into Document.	General Public. Interested Individuals and Organisations.
Workshops	Meetings of stakeholders with relevant interest in area/topic invited to provide input into Document.	Statutory Consultees. Interested Individuals and Organisations. Agents. Developers.
Survey / Questionnaire	Surveys/questionnaires of general public and stakeholders with relevant interest in area/topic invited to provide input into Document.	General Public. Interested Individuals and Organisations.
Exhibition	Exhibition about Document can be displayed in venues across the Borough to generate publicity.	General Public. Interested Individuals and Organisations.
Leaflets	Leaflets about Document can be prepared and circulated around the community to generate publicity.	General Public
Citizens' Panel	Council has a Citizens' Panel that is surveyed several times a year that could be used to gauge views about Document.	General Public
Helpline	Telephone numbers of Council officers available for people wanting details about Document.	General Public. Interested Individuals and Organisations.
Oldham Partnership	Local Development Framework is spatial expression of the Community Strategy. Partnership structure allows relevant stakeholders to be involved in Local Development Framework preparation.	Business, Black and Minority Ethnic, Voluntary, Faith, Community groups

4.36 Table 2 provides an overview of when the different consultation methods could be used for the different types of Local Development Documents, if appropriate and resources permitting.

Table 2 Consultation Methods and the Local Development Framework

Consultation Methods	Type of Local Development Document					
	Statement of Community Involvement	Core Strategy	Site Specific Allocation	Area Action Plans	Development Control Policies	Supplementary Planning Documents
Consultation Document	√	√	√	√	√	√
Statutory Notice	√	√	√	√	√	√
Council Website	√	√	√	√	√	√
Council Offices	√	√	√	√	√	√
Councillors	√	√	√	√	√	√
Letters / Email	√	√	√	√	√	√
Press Release	√	√	√	√	√	√
Libraries	√	√	√	√	√	√
Council Newspaper	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Area Committees	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Stakeholder Meetings	<i>possibly</i>	√	<i>possibly</i>	√	<i>possibly</i>	<i>possibly</i>
Public Meeting	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Workshop	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Survey/Questionnaire	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Exhibition	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Leaflets	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Citizens' Panel		<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>
Helpline	√	√	√	√	√	√
Oldham Partnership	√	√	√	√	√	√

WHEN TO CONSULT

4.37 There will be different stages for Community Involvement in the preparation of the Local Development Documents. Each Development Plan Document will have formal opportunities for consultation and public participation at the Issues and Options stage, the Preferred Options stage and the Submitted Development Plan Document stage, whilst each Supplementary Planning Document will have formal opportunities for public participation at the Draft stage. The Council will also encourage `frontloading` consultation, which means that potential participants are to be encouraged to engage as early as possible in the preparation process.

4.38 As referred to above there will also be additional consultation if alternative sites are proposed as part of the public consultation stage on a Site-specific Allocations of Land Development Plan Document.

4.39 Different consultation methods may be better suited to the different stages of preparation of the Local Development Documents as shown in Table 3.

Table 3 Consultation Methods for Different Stages of Local Development Document Preparation

Consultation Methods	Local Development Documents							
	Development Plan Documents (DPD)					Supplementary Planning Documents (SPD)		
	Pre-Production – Evidence Gathering	Production - Issues and Options / Preferred Options	Production - Submission DPD / 6 week public participation	Independent Examination	Adoption of DPD	Pre-Production – Evidence Gathering	Production – public participation on Draft SPD	Adoption of SPD
Consultation Document		√	√				√	
Statutory Notice		√	√	√	√		√	√
Council Website		√	√	√	√		√	√
Councillors	<i>possibly</i>	√	√	√	√	<i>possibly</i>	√	√
Letter / Email		√	√	√	√		√	√
Press Release		√	√	√	√		√	√
Public Libraries		√	√	√	√		√	√
Council Newspaper		√	√		√		√	√
Area Committees	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Stakeholder Meeting	<i>possibly</i>	√	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Public Meeting	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Workshop	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Survey/Questionnaire	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Exhibition	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Leaflets	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Citizens' Panel	<i>possibly</i>	<i>possibly</i>	<i>possibly</i>			<i>possibly</i>	<i>possibly</i>	
Helpline		√	√				√	
Oldham Partnership	<i>possibly</i>	√	√	√	√	<i>possibly</i>	√	√

HOW TO COMMENT

4.40 The Council will prepare official comments forms for the public participation stages of Local Development Documents which respondents will be encouraged to use. The comments forms will be available in both paper format at all formal deposit points and on the

Council's website. However, comments will also be accepted by email, letter and fax.

5 REPORTING BACK

- 5.1 The Council will acknowledge all comments submitted at public participation stages about Local Development Documents, including the Statement of Community Involvement. Any comments submitted cannot be treated as confidential.
- 5.2 All comments will be summarised in a **"Public Schedule of Representations Report"**. Where changes are being sought to the Local Development Document, a **"Responses Report"** will indicate whether or not the Council accepts that the Local Development Document should be changed along the lines being suggested. These two reports may be combined into a single document.
- 5.3 The Reports will be made available on the Council's website as well as in hard copy at the One-Stop Shop, the Civic Centre Level 12 Planning Reception and public libraries.
- 5.4 Organisations and individuals that have made comments on the Local Development Document will be informed that the Reports are available.
- 5.5 All Local Development Documents will be subject to the approval of at least the Council's Cabinet, and in the case of Development Plan Documents by the full Council also. As part of the process of seeking approval for the Local Development Documents, overall summaries of the comments received at earlier public consultation stages will be reported to Councillors.

6 COMMUNITY INVOLVEMENT AND DEVELOPMENT CONTROL

- 6.1 The Council is responsible for the processing of all planning applications within the Borough. To ensure that people within the Borough are aware of proposals and that they have the chance to be involved in decision-making, notification and engagement is vital.
- 6.2 As well as setting out the ways in which the Council will involve the community in the preparation of the Local Development Framework, the Statement of Community Involvement will also set out the ways in which the Council will involve the community in the decision making process for determining planning applications.
- 6.3 The purpose of this section is to set out what the Council's decision-making process involves in relation to planning applications and to explain the Council's approach to community involvement.

PRE-APPLICATION DISCUSSIONS

- 6.4 Developers are encouraged to contact the Council prior to the submission of a major planning application, to discuss a development proposal and any issues that may arise from it. Developers are also encouraged to discuss their proposal with other specific consultation bodies, where appropriate, before submitting a planning application.
- 6.5 Entering into pre-application discussions with potential developers does not indicate endorsement by the Council for a particular application. It simply enables effective communication between the developer, the Council and interested parties.
- 6.6 Where the Council considers a proposal to be of a scale and/or nature that it is likely to generate significant levels of public interest, the prospective developer will be encouraged to engage the local community and undertake wide consultation.
- 6.7 The developer will be expected to submit a statement outlining the extent of the consultation completed with the planning application, and explain how the feedback from the consultation process has influenced the submitted scheme.

HOW LONG DOES IT TAKE TO PROCESS PLANNING APPLICATIONS?

- 6.8 The Council aims to process planning applications within the Government's target periods, i.e. at least 60% of major planning applications determined within 13 weeks, 65% of minor planning applications within 8 weeks and 80% of other planning applications within 8 weeks

METHODS OF PUBLICITY

- 6.9 Consultation and publicity on planning applications does not just involve the public. The Council must also consult the appropriate statutory bodies. In deciding which statutory body is consulted, the Council must take into account the nature and location of the proposal and the relevant legislative context. Statutory consultees have 21 days in which to respond. There are also a number of non-statutory bodies, which the Council will consult, in appropriate circumstances. Consultation periods on planning applications will be time-limited because the Council is under a duty to meet the targets outlined in paragraph 6.8.
- 6.10 The statutory requirements for publicity for all planning applications are laid out in Article 8 of the Town and Country Planning (General Development Procedure) Order 1995, (as amended), the GDPO.
- 6.11 There are several stages following the receipt of, and during the processing of a planning application, where the Council will instigate community publicity and involvement and these are described below.

- 6.12 Planning applications and the accompanying plans are available for inspection at the Planning Services reception in the Civic Centre.
- 6.13 Copies of new planning applications, including forms and plans have been available on Oldham Council's website since December 2005.
- 6.14 A weekly list of all planning applications received by the Council is made available and publicised in the following ways:
- The Council's website, and
 - Printed copies for those interest groups who do not have access to the Internet site.
- 6.15 The list will categorise applications by Ward and contain an initial assessment of the level at which the decision will be taken.
- 6.16 Site Notices are posted on, or near to, the application site in the following circumstances:
- Applications with Environmental Statement
 - Departures from the Development Plan
 - Applications that affect a right of way as defined by the Wildlife and Countryside Act 1981
 - Development affecting the character or appearance of a Conservation Area
 - Development affecting the setting of a Listed Building
 - Applications for Listed Building Consent or Conservation Area Consent
 - Major Development
- 6.17 Major applications are defined as follows:
- Residential Development
 - Ten or more dwellings; or
 - On a site of 0.5 hectares or more
 - Other development
 - With a floor space of 1000 sq m or above; or
 - On a site of 1 hectare or more
 - Mineral applications
 - Waste applications
- 6.18 Site notices are displayed in at least one location on or near the site or property in question for not less than 21 days, during which time representations may be made.

6.19 Press advertisements are undertaken in the following circumstances and normally request that any representations are made within 14 days of their publication:

- Applications with an Environmental Statement
- Departures from the Development Plan
- Applications that affect a right of way as defined by the Wildlife and Countryside Act
- Development affecting the character or appearance of a Conservation Area
- Development affecting the setting of a Listed Building
- Applications for Listed Building Consent or Conservation Area Consent
- Major Development

6.20 The local press is used for such notices.

NEIGHBOUR NOTIFICATION LETTERS

6.21 Letters are sent to all 'adjoining' occupiers in respect of every planning application. 'Adjoining' in this sense means, as a minimum:

- Any properties which share a boundary with the application site
- In the case of developments or extensions adjoining a highway, properties that are directly across the road from the proposed development
- In the case of proposals that may have a significant impact on neighbours, the notification will be extended to include other properties close by. The Development Control case officer will make a judgement as to who will be notified.

6.22 Site notices are also displayed where the address details of adjoining properties or land are not known or are unclear.

6.23 Individual occupiers are invited to inspect the application and make written observations within 21 days.

WHEN IS WIDER CONSULTATION NECESSARY?

6.24 In the case of major planning applications, additional methods of publicity may be used to involve the community in the decision making process in addition to the statutory requirements detailed above.

6.25 Recent Government guidance has categorised significant/major developments into three tiers, each of which will require a different level of consultation.

6.26 The categorisation will depend upon the characteristics of the application and its conformity with national, regional and local planning policy.

- 6.27 The identification of the nature of the planning application allows the Council to determine the type and extent of consultation that needs to be undertaken to ensure the residents of the Borough are adequately informed and are able to provide comments that inform the decision making process.
- 6.28 The preparation of the Statement of Community Involvement has allowed consideration of the Council's current practice for notification and consultation on planning applications. The current practice for many applications is appropriate and will continue.
- 6.29 The Council appreciates that it is very often major planning applications that can, in certain instances, be of concern to the residents in the Borough. The Statement of Community Involvement seeks to widen its consultation and engagement practices in these instances. However, this needs to be balanced with available resources and be within financial budgets.
- 6.30 The Council will adopt a three-tiered approach, in line with Government advice, which will set out the framework for those applications that will be subject to wider community involvement. Table 4 intends to set out the approaches to community involvement that may be appropriate in each instance.

Table 4 Approaches to Significant / Major Planning Applications

APPROACH	TIER 1	TIER 2	TIER 3
Public Meetings	√	√	
Public Exhibition	√	√	
Development Briefs	√		
Enquiry by Design and/or Planning For Real	√		
Website	√	√	√
Media/Leaflets	√	√	√

- 6.31 The tiered approach allows the Council to set out which of the planning applications that it receives need wider consultation, and what degree of wider consultation is appropriate. This will be determined on a case-by-case basis.

Tier Level 1

- 6.32 Planning applications will be subject to the widest level of community consultation. Appropriate levels of consultation for this tier may include such techniques as public meetings, Planning for Real, Enquiry by Design and more wide scale media.

Tier Level 2

- 6.33 Planning applications in this level will be given 'medium' level wider consultation. Appropriate levels of consultation at this tier may be such

methods as general public meetings or exhibitions. The involvement of the community in the area of the proposal will be more appropriate.

Tier Level 3

- 6.34 These are major developments, which will only have implications at a local level on a site-by-site basis, and therefore only the local community, near the proposal site need to be involved through consultation.

PROCESS OF INVOLVEMENT

- 6.35 Where neighbour notification has taken place, the Council will not determine planning applications within 21 days of the date of the notification letter.
- 6.36 Consideration will be given to all representations received later than 21 days provided the planning application has not been determined.
- 6.37 All representations need to be made in writing, or by email, giving the name and address of the respondent. Anonymous or verbal representations cannot be considered in the determination of a planning application.
- 6.38 Planning applications will often generate much public interest and lead to a large number of objections. The negotiation stage will often result in the submission of amendments to overcome some of these objections. Re-notification of neighbours on minor amendments, which can significantly delay consideration of an application, is left to the discretion of the Head of Planning Services. Minor amendments are often made to overcome a particular objection or concern so there may be no need to re-consult in such circumstances.
- 6.39 More significant alterations will require neighbour re-notification and those persons re-notified will be given a further seven days to make representations.
- 6.40 Once a decision has been made on a planning application, the Council requires new planning applications to be submitted for any subsequent amendments, when the full consultation and notification procedures will be applied.

DECISION PROCESS

- 6.41 More than 90% of all planning applications are determined under delegated powers by the Head of Planning Services. However, the Planning Committee determines most of the larger, more complex planning applications.

- 6.42 When Councillors require a planning application to be determined by the Planning Committee they must submit a letter stating the reasons for referral, signed by at least two members of the Area Committee within whose area the site is located, to the Executive Director of Environmental Services within 21 days of the date of the relevant list of planning applications registered. It is anticipated that referrals of this kind will be kept to a minimum to avoid delays and costs to both the Council and applicants.
- 6.43 The Planning Committee meets every four weeks in the Civic Centre at 6.00pm. Members of the public can attend if they so wish.
- 6.44 If a planning application is going to be considered by the Planning Committee, the Council inform the applicant/agent, individuals who were consulted and anyone else who submitted comments on the proposal.
- 6.45 The letter will inform them of the date of the meeting and that they can attend and have a right to speak. The Council allows one objector and one supporter to speak on each planning application, each for a maximum of three minutes.
- 6.46 An elected Ward Councillor can also address the Planning Committee, but there is no time restriction placed on how long they can speak for.
- 6.47 Those wishing to speak at Planning Committee must inform the Council's Committee Services Section in advance and by no later than noon on the date of the meeting.
- 6.48 Planning Committee reports are made available on the Council's website five working days before the Planning Committee meeting. Copies of the Planning Committee agenda can also be obtained from the Council's Committee Services Section.
- 6.49 At the Planning Committee meeting, the Chair will introduce each item and will invite those wishing to speak to do so.
- 6.50 The Planning Officer in attendance will then bring any necessary information, in addition to that contained in the report, to the Planning Committee's attention.
- 6.51 A further discussion by Planning Committee Members will follow but members of the public cannot take part in the debate. A decision will then be made.

POST APPLICATION

- 6.52 All decisions relating to planning applications are published on the Council's website.

PLANNING APPEALS

- 6.53 Only applicants have a right to appeal against a refusal of planning permission, against conditions imposed on a planning approval or after certain time periods against the non-determination of a planning application. There are no third party rights of appeal.
- 6.54 All individuals and organisations that were notified at the time the planning application was originally submitted and all those who subsequently made comments in relation to the planning application, will be notified in writing of any appeal and how to make their views known. All letters received by the Council will be copied and sent to the Planning Inspectorate.
- 6.55 Where an appeal is to be heard at a public inquiry the Council will also erect a site notice and publicise the details in the press.

7 MINERALS AND WASTE MANAGEMENT

JOINT WASTE DEVELOPMENT PLAN DOCUMENT FOR GREATER MANCHESTER

- 7.1 Under the provisions of the Planning and Compulsory Purchase Act 2004, the ten Local Planning Authorities in Greater Manchester have decided to produce a Joint Waste Development Plan Document for Greater Manchester. The Development Plan Document will include detailed development control policies and the identification of sites and preferred areas for a range of waste management facilities and will form an integral part of each of the ten Greater Manchester Local Planning Authorities Local Development Frameworks.
- 7.2 It has been agreed that production of the Development Plan Document will be undertaken by a team to be located within the Greater Manchester Geological Unit. It is likely to take approximately three years to complete. At this stage, a number of preliminary tasks need to be completed, including the production of a strategy and detailed project plan as well as the setting up of appropriate governance arrangements. Until this work has been completed with a dedicated team in place, no further details can be provided on the proposed methods of stakeholder involvement/community engagement.

MINERALS AND WASTE MANAGEMENT PLANNING APPLICATIONS

- 7.3 Details of how the Council will determine minerals and waste management planning applications are addressed in Section 6.

8 RESOURCES AND MANAGEMENT OF COMMUNITY INVOLVEMENT IN PLANNING

- 8.1 There will be resource implications, both financial and staff time, for the Council depending on the type of consultation method used for each Local Development Document. The Council's Strategic Planning and Information section will lead on the consultation for Local Development Documents, with input from other sections of the Council and the Oldham Partnership as appropriate.
- 8.2 The Strategic Planning and Information section currently comprises four permanent members of staff. However, it has to be recognised that its workload also encompasses other planning and corporate work in addition to the Local Development Framework. Therefore, the staff resources that will be available for public consultation may vary during the preparation of the different Local Development Documents.
- 8.3 The Strategic Planning and Information section's budget will include an element for consultations on Local Development Documents.
- 8.4 The Council's Development Control section is responsible for managing the public consultation processes on planning applications, as outlined in Section 6.
- 8.5 A working group of the Environment and Regeneration Overview and Scrutiny Commission has been set up to involve Councillors on the preparation of the Local Development Framework, which may include involvement in the Statement of Community Involvement.

9 REVIEW AND MONITORING

- 9.1 Planning Policy Statement 12: Local Development Frameworks emphasises that review and monitoring are important elements of the reformed planning system and, as such, monitoring will be required to check that the targets and milestones set out in the Local Development Scheme are being met in order to implement the spatial vision and objectives of the Local Development Framework.
- 9.2 The Council will monitor, through the Local Development Framework Annual Monitoring Report, the Statement of Community Involvement to see how it is performing in terms of involving the community. As part of this the Council will evaluate the consultations undertaken in terms of resources used, response rates and expected outcomes. The Council will also review the success and effectiveness of the various community involvement techniques used and will use the findings to review the appropriateness of the methods and procedures used. If any amendments are required to take account of significant changes in whom and how the Council should be consulting, then a revised Statement of Community Involvement will be prepared that will be

subject to the same procedures used in the preparation of this first Statement of Community Involvement.

APPENDIX 1 TESTS OF “SOUNDNESS” FOR DEVELOPMENT PLAN DOCUMENTS

Planning Policy Statement 12: Local Development Frameworks sets out the tests against which an independent Planning Inspector will assess the “soundness” of Development Plan Documents. The assumption will be that the Development Plan Document is “sound”, unless it is shown to be otherwise as a result of evidence considered at the Examination. A Development Plan Document will be “sound” if it meets the following tests:

Procedural

- (i) it has been prepared in accordance with the Local Development Scheme;
- (ii) it has been prepared in compliance with the Statement of Community Involvement;
- (iii) the plan and its policies have been subjected to a Sustainability Appraisal;

Conformity

- (iv) it is a spatial plan which is consistent with national planning policy and in general conformity with the Regional Spatial Strategy, and it has properly had regard to any other relevant plans, policies and strategies relating to the area or adjoining areas;
- (v) it has had regard to the Borough’s Community Strategy;

Coherence, Consistency and Effectiveness

- (vi) the strategies/policies/allocations in the plan are coherent and consistent within and between Development Plan Documents prepared by the Council and neighbouring Councils, where cross boundary issues are relevant;
- (vii) the strategies/policies/allocations represent the most appropriate in all the circumstances, having considered the relevant alternatives, and they are founded on a robust and credible evidence base;
- (viii) there are clear mechanisms for implementation and monitoring; and
- (ix) the plan is reasonably flexible to enable it to deal with changing circumstances.

APPENDIX 2 CONSULTEES ON LOCAL DEVELOPMENT FRAMEWORK AND DEVELOPMENT CONTROL

Specific Consultation Bodies

The following bodies are specific consultation bodies and will be consulted by the Council in accordance with the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Development) (England) Regulations 2004:

- The Regional Planning Body (North West Regional Assembly)
- The Countryside Agency
- The Environment Agency
- The Historic Buildings and Monuments Commission for England (English Heritage)
- English Nature
- The Highways Agency
- Local Planning Authorities, County Councils or Parish Councils, any part of whose area is in or adjoins the Borough
- A Regional Development Agency whose area is in or adjoins the Borough
- Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communications Act 2003
- Any person who owns or controls electronic communications apparatus situated in any part of the area of the Borough
- The Strategic Health Authority
- A person to whom a licence has been granted under the Section 6(1)(b) or (c) of the Electricity Act 1989
- A person to whom a licence has been granted under Section 7(2) of the Gas Act 1986
- A sewage undertaker
- A water undertaker

Government Departments

The **Government Office for the North West** will be consulted by the Council and will be the first point of contact for consultation with the following Government Departments:

- Department for Culture, Media and Sport (DCMS)
- Department for Education and Skills (DfES)
- Department for Environment, Food and Rural Affairs (Defra)
- Department of Trade and Industry (DTI)
- Department for Transport (DfT)
- Home Office
- Office of the Deputy Prime Minister (ODPM)

In addition, the Council will also consult the following Government Departments, where appropriate:

- Department of Health (through Regional Public Health Group)

- Ministry of Defence
- Department of Work and Pensions
- Department of Constitutional Affairs
- Office of Government Commerce (Property Advisers to the Civil Estate)

General Consultation Bodies

The following bodies are general consultation bodies and will be consulted by the Council, where appropriate, in accordance with the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Development) (England) Regulations 2004:

- Voluntary bodies some or all of whose activities benefit any part of the Borough
- Bodies which represent the interests of different racial, ethnic or national groups in the Borough
- Bodies which represent the interests of different religious groups in the Borough
- Bodies which represent the interests of disabled persons in the Borough
- Bodies which represent the interests of persons carrying out business in the Borough

Other Consultees

The Council will also consult the following agencies and organisations, where appropriate:

- Age Concern
- Airport Operators
- British Chemical Distributors and Traders Association
- British Geological Survey
- British Waterways, canal owners and navigation authorities
- Centre for Ecology and Hydrology
- Chambers of Commerce, local Confederation of British Industry and local branches of Institute of Directors
- Church Commissioners
- Civil Aviation Authority
- Coal Authority
- Commission for Architecture and the Built Environment
- Commission for New Towns and English Partnerships
- Commission for Racial Equality
- Crown Estate Office
- Diocesan Board of Finance
- Disabled Persons Transport Advisory Committee
- Electricity, Gas and Telecommunications Undertakers, and the National Grid Company
- Environmental groups at national, regional and local level, including:
 - (i) Campaign to Protect Rural England

- (ii) Friends of the Earth
 - (iii) Royal Society for the Protection of Birds
 - (iv) Wildlife Trusts
- Equal Opportunities Commission
- Fire and Rescue Services
- Forestry Commission
- Freight Transport Association
- Gypsy Council
- Health and Safety Executive
- Help the Aged
- Housing Corporation
- Learning and Skills Councils
- Local Agenda 21 including:
 - (i) Civic Societies
 - (ii) Community Groups
 - (iii) Local Transport Authorities
 - (iv) Local Transport Operators
 - (v) Local Race Equality Councils and other local equality groups
- National Playing Fields Association
- National Trust
- Network Rail
- Passenger Transport Authorities
- Passenger Transport Executives
- Police Architectural Liaison Officers / Crime Prevention Design Advisors
- Port Operators
- Post Office Property Holdings
- Rail Companies and the Rail Freight Group
- Regional Housing Boards
- Regional Sports Boards
- Road Haulage Association
- Sport England
- The House Builders Federation
- Traveller Law Reform Coalition
- Water Companies
- Women's National Commission

APPENDIX 3 GLOSSARY OF TERMS

Community Strategy – This sets out a vision, strategic objectives and targets for the long-term future of the Borough.

Core Strategy - A Development Plan Document that sets out a long-term spatial vision and strategic objectives for the Borough. It also contains a spatial strategy, core policies and a monitoring and implementation framework.

Development Control Policies – These are criteria based policies that are required to ensure that all development taking place within the Borough meets the spatial vision and objectives set out in the core strategy.

Development Plan – The Development Plan for the Borough consists of the Regional Spatial Strategy for the North West, saved policies in the Oldham Unitary Development Plan, and/or Development Plan Documents that replace the saved policies.

Development Plan Document - A spatial planning document that is subject to Independent Examination and forms part of the Development Plan. They can include Core Strategy, Site Specific Allocations of Land and Area Action Plans.

Local Area Agreement - A Local Area Agreement is a three year agreement that sets out the priorities for a local area agreed between central government, represented by the Government Office, and a local area, represented by the local authority and Local Strategic Partnership (LSP) and other key partners at a local level.

Local Development Document (LDD) – The generic term given to all constituent documents of the Local Development Framework.

Local Development Framework (LDF) – A folder of Local Development Documents, some of which form part of the Development Plan for the Borough.

Local Development Scheme (LDS) – A project plan for the preparation of the Local Development Framework. It is a rolling three year programme which the Council should review and update each year.

Proposals Map – A map with an Ordnance Survey base that illustrates the policies and proposals of a Development Plan Document.

Regional Spatial Strategy (RSS) – This sets out the region's policies in relation to the development and use of land and forms part of the Development Plan for the Borough. The North West Regional Assembly prepares the RSS.

Statement of Community Involvement (SCI) – This sets out the standards that the Council will achieve in terms of engaging communities in the preparation of the Local Development Framework and development control decisions. It is subject to Independent Examination.

Supplementary Planning Document (SPD) – A Supplementary Planning Document provides additional information in respect of policies contained in the Development Plan Documents. It is not subject to Independent Examination and does not form part of the Development Plan, although it can be a material consideration when determining planning applications.

Saved policies or plans – Existing adopted plans that are saved for three years until replaced by a more up-to-date replacement plan.

APPENDIX 4 CONTACT DETAILS

LOCAL DEVELOPMENT FRAMEWORK

If you require further information about the Local Development Framework, including the Statement of Community Involvement, please:

- Visit the Council's website at www.oldham.gov.uk or
- Contact the Strategic Planning and Information section at:

Address: Oldham Metropolitan Borough Council
Regeneration Department
Level 14
Civic Centre
PO Box 335
West Street
OLDHAM
OL1 1XL

Telephone: 0161 911 4153

Fax: 0161 911 4162

Email: SPI@oldham.gov.uk

DEVELOPMENT CONTROL

If you have any queries relating to planning applications, please contact the Development Control section at:

Address: Oldham Metropolitan Borough Council
Environmental Services Department
Level 12
Civic Centre
West Street
OLDHAM
OL1 1UQ

Telephone: 0161 911 4105

Email: planning@oldham.gov.uk

OLDHAM COMMUNITY STRATEGY

If you have any queries about Oldham's Community Strategy, please contact the Policy and External Funding section at:

Address: Oldham Metropolitan Borough Council
Strategy and Resources Department
Level 14
Civic Centre
PO Box 335

West Street
OLDHAM
OL1 1XL

Telephone: 0161 911 4187

Alternatively, you can view the Oldham Community Strategy via the following web link:

www.oldham.gov.uk/community-strategy

OLDHAM COMMUNITY ENGAGEMENT FRAMEWORK

If you have any queries about Oldham's Community Engagement Framework, please contact the Council's Principal Officer (Community Development) at:

Address: Oldham Metropolitan Borough Council
Strategy and Resources Department
Level 3
Civic Centre
PO Box 335
West Street
OLDHAM
OL1 1UG

Telephone: 0161 911 4918

Email: jo.richmond@oldham.gov.uk

OLDHAM PARTNERSHIP

If you have any queries about the Oldham Partnership, please contact:

Oldham Partnership Support Team
Oldham Business Centre
Cromwell Street
Oldham
OL1 1LB

Telephone 0161 615 5024

Fax 0161 615 5039

Email info@oldhampartnership.org.uk

Further details about the work of the Oldham Partnership can be viewed on its website at www.oldhampartnership.org.uk.

USEFUL CONTACTS AND WEBSITES

Office of the Deputy Prime Minister	www.odpm.gov.uk
Planning Inspectorate	www.planning-inspectorate.gov.uk
Planning Portal	www.planningportal.gov.uk
Royal Town Planning Institute	www.rtpi.org.uk
Planning Aid North West	http://northwest.rtpi.org.uk/