



New Forest National Park Authority
Local Development Framework

Statement of Community Involvement

March 2007

THE 'STATEMENT OF COMMUNITY INVOLVEMENT' SETS OUT HOW THE NATIONAL PARK AUTHORITY INTENDS TO CONSULT THE PUBLIC AND OTHER STAKEHOLDERS ON FUTURE PLANS, PLANNING DOCUMENTS AND PLANNING APPLICATIONS

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1 Statement of Community Involvement: Summary

- 1.1 The New Forest National Park Authority will publicise planning applications, invite comments from local communities and interest groups and take such comments into account when it makes decisions on them. The Authority will also consult widely on the production of the Local Development Framework, using a range of techniques depending on the nature of the documents. The comments received will be taken into account when the Authority is making decisions on whether to modify or adopt these documents. Interested parties will be able to register their wish to be consulted on future planning documents, and will be advised when the preparation of documents reaches the appropriate stage. The Authority will review its arrangements and methods of community involvement as part of the Annual Monitoring Report, prepared in December each year. A glossary of planning terms is included at Annex A of this document.

2 Introduction

- 2.1 On 1 March 2005 the New Forest became a National Park, the first in England for nearly fifty years and the first in the South East. The National Park Authority became the local planning authority for the Park area on 1 April 2006. The purposes of national parks, as set out in the Environment Act 1995, are:
- to conserve and enhance the natural beauty, wildlife and cultural heritage of the area; and
 - to promote opportunities for the understanding and enjoyment of the special qualities of the area by the public.
- 2.2 Section 62 of the Environment Act 1995 states that where the two National Park purposes are in conflict, the conservation and enhancement of the National Park should take precedence. In pursuit of these purposes the Authority also has a duty to seek to foster the economic and social well-being of local communities within the National Park.
- 2.3 These purposes and duty set the context for the exercise of the Authority's planning responsibilities for the determination of planning applications and the preparation of planning policy.
- 2.4 The new planning system introduced by the Planning and Compulsory Purchase Act 2004 requires local planning authorities to replace the Structure and Local Plans with a Local Development Framework consisting of a suite of documents covering all aspects of land use planning. A key objective of the new system is to encourage meaningful community involvement. Development Plan Documents produced as part of the New Forest National Park Local Development Framework must also be in general conformity with the Regional Spatial Strategy for the South East and must have regard to any relevant policies or proposals in the Regional Spatial Strategy for the South West.
- 2.5 The New Forest National Park Authority is responsible for preparing the Local Development Framework which will set out the local planning policies for the New Forest National Park (including minerals and waste planning), and will determine all planning applications submitted within the National Park. New Forest District Council, Salisbury District Council and Test Valley Borough Council remain the planning authorities for those areas outside the National Park within their respective district/borough.

- 2.6 The Local Development Framework to be prepared by the National Park Authority will consist of a number of different documents. These would include:
- Development Plan Documents, including a Core Strategy and possibly Area Action Plans
 - Supplementary Planning Documents
 - A Proposals Map
 - A Statement of Community Involvement.

There is also a requirement for a Sustainability Appraisal and Strategic Environmental Assessment to be undertaken for all Development Plan Documents and Supplementary Planning Documents (but not the Local Development Scheme or Statement of Community Involvement).

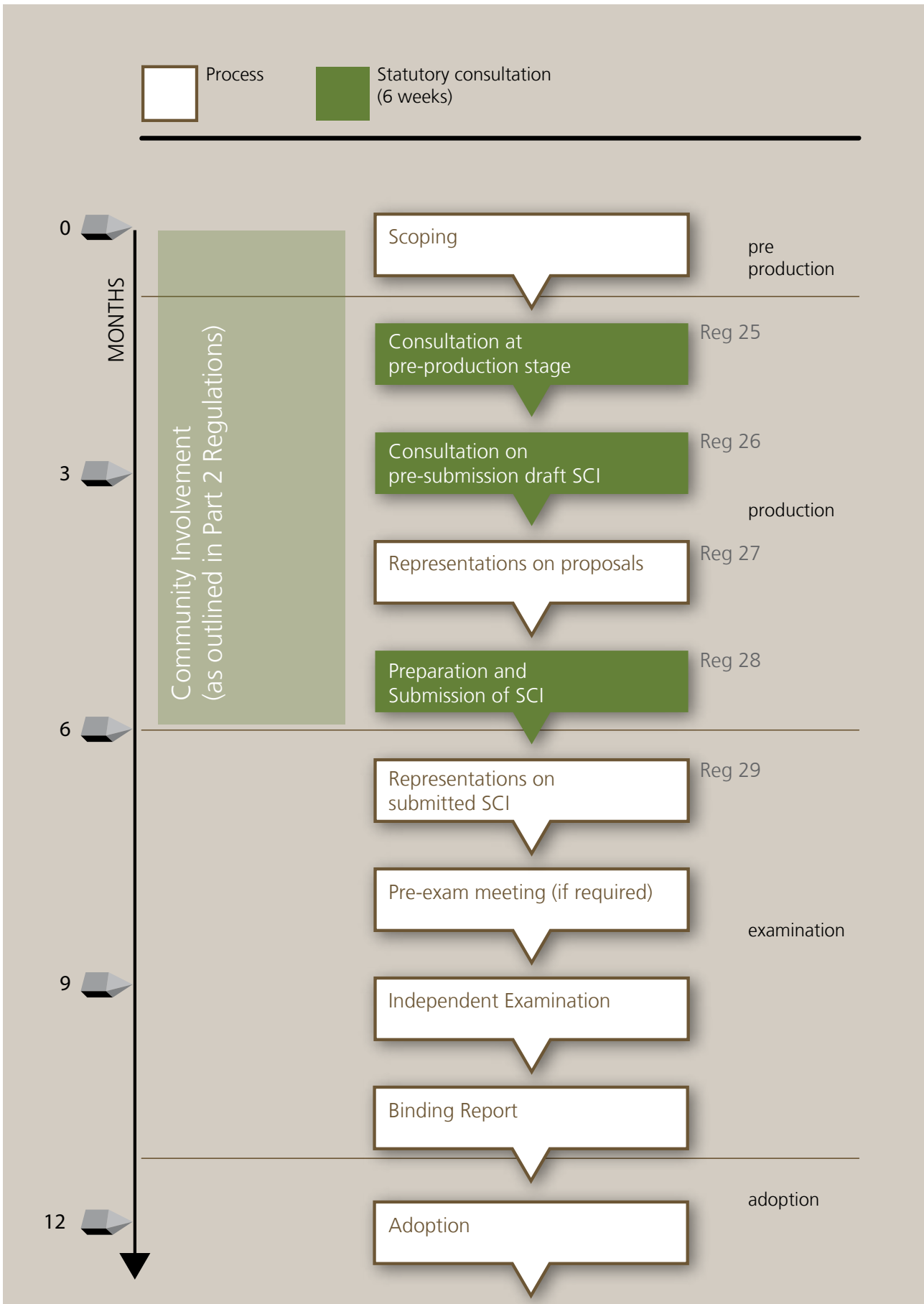
- 2.7 The Core Strategy will set out the broad planning strategy for the National Park, and may indicate the general approach to matters such as affordable housing provision, the protection of sensitive environments, and transportation. This will be supported by other Development Plan Documents which deal with specific issues, and the Proposals Map which shows these allocations and other designations throughout the Park.
- 2.8 The National Park Authority must also produce a Local Development Scheme which will set out the programme for the preparation of the different parts of the Local Development Framework and this will be updated as changes occur.
- 2.9 The National Park Authority is also required to produce an Annual Monitoring Report which examines the extent to which policies and objectives of the Local Development Framework are being achieved. The National Park Authority will produce such a report in December each year.
- 2.10 This and other LDF documents are also available in large copy prints, audio cassette, CD, Braille or languages other than English. If you require the document in one of these formats please contact the National Park Authority whose details are given on the contents page of the SCI.

3 The role of the Statement of Community Involvement

- 3.1 The purpose of the Statement of Community Involvement is to set out how the Authority intends to involve the community in the preparation, alteration and review of parts of the Local Development Framework and in making development control decisions. Community involvement is a continuous process and one that should enable the local community to say what sort of place it wants to live in, at a stage when it can make a difference. Consultation and involvement of the local community in the new planning system are key objectives both of the Government and of the National Park Authority. A list of the main organisations that will be consulted on planning documents is included at Annexes B and C of this document.
- 3.2 The National Park Authority is developing a database of Local Development Framework consultees, and this will be updated where necessary. The Authority is keen to hear from other organisations that wish to be involved in the process and will be happy to add these contacts to the database on request. Please contact the Policy and Plans team at policyandplans@newforestnpa.gov.uk or 01590 646600 if you wish to be added to the database of consultees.
- 3.3 This Statement of Community Involvement was itself subject to consultation. This process gathered ideas for involving the public in the planning process, and identified problems associated with consultation in the past, so that lessons can be learned. Annex D sets out how the public and organisations will be consulted on planning policy documents.
- 3.4 The consultation process is in three stages;
- a pre-production stage including evidence gathering to inform preparation of a draft document;
 - a production stage including a 6-week consultation on a draft document; and
 - a further 6-week consultation stage following submission of the document to the First Secretary of State.
- 3.5 At the first stage in early April 2006 a letter and questionnaire was distributed to 76 bodies and organisations in and around the New Forest National Park, in accordance with Regulation 25 of the Town and Country Planning (Local Development) (England) Regulations 2004 (see Annex E). These included adjoining local authorities, the town and parish councils within or adjoining the New Forest National Park, and other important stakeholders in the New Forest, including the Forestry Commission and the Verderers. The questionnaire sought views on what particular methods were considered to be the most successful in engaging particular groups. A total of 27 responses were received, which were taken into account in the preparation of the Pre-Submission Draft Statement of Community Involvement.

- 3.6 The National Park Authority approved the pre-submission draft of the Statement of Community Involvement for consultation purposes in May 2006. This draft document was the subject of a six week period of public consultation, following the arrangements set out in Regulation 26 of the Town and Country Planning (Local Development) (England) Regulations 2004.
- 3.7 Representations were received from 30 bodies and organisations (raising over 50 individual comments) during the consultation period. The representations received were considered by the Authority and informed the Submission Draft Statement of Community Involvement.
- 3.8 The Statement of Community Involvement was formally submitted to the Secretary of State in October 2006 and there followed the statutory six week consultation period. The National Park Authority received representations from 25 bodies to the Submission draft Statement of Community Involvement, of which 8 respondents were seeking changes to the document.
- 3.9 The National Park Authority received the binding Inspector's Report in January 2007 that concluded, subject to the implementation of the recommendations sets out in the Report, that the New Forest National Park Authority Statement of Community Involvement is sound. The Authority has integrated the Inspector's recommendations into the adopted Statement of Community Involvement.
- 3.10 The diagram on page 7 shows the process which the Authority followed in adopting this Statement of Community Involvement. Now adopted, the National Park Authority will be expected to adhere to the arrangements set out in this statement when producing the Local Development Framework.

The Statement of Community Involvement Process



SCI Process - Based on Planning Policy Statement 12 (Local Development Frameworks) 2004

4 Links with other Strategies and Plans

- 4.1 Government guidance in Planning Policy Statement 12 requires all spatial planning documents to be subject to rigorous procedures of community involvement and consultation to test the soundness of the plan. Documents prepared as part of the New Forest National Park Local Development Framework must also be in general conformity with the Regional Spatial Strategy for the South East and must have regard to any relevant policies or proposals in the Regional Spatial Strategy for the South West.

National Park Management Plan

- 4.2 The Management Plan is a statutory document which sets out the overall vision for the National Park and provides the policies and framework for the National Park Authority and its partners to follow. Objectives set out in the Management Plan set the context for the Authority's Statement of Community Involvement.
- 4.3 The Strategy for the New Forest (2003), produced by the former New Forest Committee in partnership with a wide range of organisations and individuals who have an interest in, or earn their livelihood within, the New Forest was adopted by the Authority as an interim Management Plan. The aims set out in the Plan are as follows:
- to work together in partnership to promote and achieve the Vision for the Forest through co-ordinated and innovative policies and actions
 - to conserve and enhance the unique environment of the Forest, and in particular the special qualities of its landscape, cultural heritage and wildlife habitats
 - to support the social and economic well-being of local communities in ways which sustain the special character of the Forest
 - to encourage everyone to understand and enjoy the special qualities of the Forest, while ensuring that its character is not harmed by recreational use.
- 4.4 Many of the issues raised in the Interim Management Plan will be relevant to the Local Development Framework. It is important that the issues and proposals set out in the Plan are taken forward through the process of preparing the Local Development Framework. Opportunities for combining consultations on the review of the National Park Management Plan – running from 2006-2008 with those on other plans and strategies will be explored.

- 4.7 The New Forest National Park Authority was involved in the preparation of the New Forest District Council Statement of Community Involvement. At the Authority meeting on 20 September 2005, the New Forest National Park Authority resolved to support in principle the statement of community involvement prepared by the District Council. The draft New Forest National Park statement has been prepared along similar lines to the New Forest District Council Statement of Community Involvement.
- 4.8 The New Forest National Park Authority proposes to produce a joint Core Strategy Development Plan Document with New Forest District Council. The National Park Authority is also developing minerals and waste policies that cover the National Park with Hampshire County Council, Southampton City Council and Portsmouth City Council.

Community Strategies

- 4.9 Government advice on the preparation of the Local Development Framework strongly emphasises the need to establish links with other strategies and initiatives involving the local community. In particular, the Government requires that the Local Development Framework should take forward relevant issues and deliver the aims identified in the Community Strategy.
- 4.10 The New Forest National Park Authority does not prepare a Community Strategy for the area. The National Park Management Plan covers similar issues from a slightly different standpoint.
- 4.11 The New Forest National Park area is covered by the community strategies/plans prepared by:
- New Forest District Council – ‘Changing Lives’ – The Community Strategy for the New Forest (June 2004).
 - Salisbury District Council - South Wiltshire Community Strategy 2005–2009: ‘Making a Difference Together’ and the Southern Area Community Plan 2004 – 2009, covering the areas of Downton, Redlynch, Landford and Whiteparish.
 - Test Valley Borough Council – ‘Your Test Valley – A Community Plan for the Future’ (December 2003).
- 4.12 The Local Development Framework will address matters arising from the Community Strategies which have spatial or land use implications for the National Park. Furthermore, it is intended that the preparation and consultation on the Local Development Framework Core Strategy will be integrated as far as possible with a review of the New Forest District Community Strategy.

Town and Village Plans

- 4.13 Parish and town councils play an important role for the communities of the New Forest National Park. Although the New Forest National Park is the smallest National Park in Britain, it has one of the largest populations at 34,000 people. There are 37 town and parish councils covering land within the New Forest National Park.
- 4.14 The depth of local knowledge, and the community links which these councils have, can provide a very useful basis for community involvement on planning issues. There is a dedicated Community Planning Officer working within the New Forest District Council part of the National Park who assists parishes in the preparation of Parish Plans and Market Town healthchecks. It may be possible to adopt all or part of town and village plans as Supplementary Planning Documents, and the procedure for this is explained in Section 8.
- 4.15 The National Park Authority recognises the value of the town and parish councils, and will involve parishes at all stages of preparation of the Local Development Framework. Where survey information from Parish Plans is available, the Authority will incorporate this into its evidence gathering. Parish councils are also informed of all the planning applications within their parish via the weekly list and have the opportunity to comment on planning applications.

5 Overall aim for community involvement

- 5.1 This Statement of Community Involvement sets out how the National Park Authority intends to involve the community in the preparation of the new Local Development Framework for the New Forest National Park and in the process of determining planning applications.
- 5.2 To avoid undue complexity, this statement uses the term ‘the community and other interests’ in its policies for consultation and involvement. In practice, this phrase covers a very diverse range of sectors, and will include:
- the general public
 - Town and Parish Councils
 - amenity groups
 - statutory consultees
 - landowners and landlords in both the private and public sectors
 - developers
 - businesses
 - planning and development professionals
 - voluntary groups in the environmental, social and cultural sectors.
- 5.3 The term ‘the community and other interests’ will also include individuals, businesses and organisations outside the National Park boundary but who have an interest in the future development strategy for the New Forest National Park. Interested parties can also include national organisations that have an interest in the New Forest National Park.
- 5.4 The policies within this Statement of Community Involvement are based on the following aim:

The community and other interests will be fully involved in the preparation of the Local Development Framework so that everyone has a chance to help shape the future of New Forest National Park.

When dealing with planning applications, the Authority will help the community and other interests to be aware of the proposal, to understand what is proposed, to express their views on the proposal, and to be informed of the Authority’s decision.

- 5.5 There are a number of avenues available for engaging the community and other interests in the planning process within the New Forest National Park. The **New Forest Consultative Panel** for example, is a discussion forum for over 80 voluntary and statutory organisations within the New Forest. These represent local communities, recreational and environmental groups, land managers and local authorities, all with an interest in the New Forest. The Panel meets regularly throughout the year to debate, in public, matters which concern the conservation of the New Forest, acting as a sounding board for the discussion of issues affecting the New Forest. Organisations represented on the panel include New Forest Parish Councils, the Commoners' Defence Association, the Campaign to Protect Rural England, the Forestry Commission, the Hampshire and Isle of Wight Wildlife Trust, and the National Trust. The National Park Authority acknowledges the importance of the New Forest Consultative Panel as a major consultative forum. Where appropriate, planning issues that affect the conservation of the Forest will be presented to the Panel for debate.
- 5.6 This document sets out how the National Park Authority will consult the public and other stakeholders on the production of planning policy documents and planning applications.

6 Community Involvement – statutory requirements

- 6.1 The general process of community involvement, and the detailed methods and techniques to be used are matters for the discretion of the local planning authority. However the Government has set some statutory requirements which every authority must comply with in preparing Local Development Documents. These are set out in the Town and Country Planning (Local Development) (England) Regulations 2004.
- 6.2 The 2004 Regulations set basic standards for making documents available and publishing them on the Authority's website, and sending the documents to certain organisations. The Regulations also set minimum requirements for the preparation of Supplementary Planning Documents and the Annual Monitoring Report. The National Park Authority must comply with these regulations.

Sustainability Appraisal and Strategic Environmental Assessment

- 6.3 An additional feature of the new planning system is that that Sustainability Appraisal and Strategic Environmental Assessment must be undertaken on all Development Plan Documents and Supplementary Planning Documents.
- 6.4 Sustainability Appraisal examines the implications of the Local Development Framework for the community, the economy, the environment and natural resources. Strategic Environmental Assessment measures the effects of the plan/policy/programme on the environment generally. The process aims to integrate environmental, social and economic considerations into the preparation of plans in order to promote sustainable development. The government intends that the Sustainability Appraisal and Strategic Environmental Assessment requirements should be capable of being handled in one assessment process. The process involves minimum requirements to consult certain organisations, and the wider community as set out in regulations and advice.
- 6.5 The Core Strategy and any other Development Plan Documents or Supplementary Planning Documents that have significant environmental effects not appraised at a regional or national level, should also be subject to Strategic Environmental Assessment.

- 6.6 The National Park Authority intends, where possible, to combine consultation on Sustainability Appraisal and Strategic Environmental Assessment with the community involvement process for each Development Plan Document or Supplementary Planning Document.
- 6.7 There will be consultation on:
- the objectives used to undertake the appraisal/assessment
 - the way alternative options have been appraised/assessed
 - the outcome of the appraisal/assessment.
- 6.8 Government guidance requires the Authority to consult the environmental and other specific consultation bodies in the identification of issues (Regulation 25). Participation at this stage helps to ensure that the Sustainability Appraisal will be comprehensive and robust enough to support the document during the later stages of public consultation and examination. A Sustainability Report (which will incorporate an Environmental Report) will then accompany each Development Plan Document or Supplementary Planning Document. A draft of this report will form part of the consultation on strategy and preferred options and a final version will be published for formal consultation with the submitted documents.

Planning Applications

- 6.9 For planning applications, the statutory requirements to publicise applications are set out in the Town and Country Planning (General Development Procedure) Order 1995 (as amended). This sets out a requirement for a local planning authority to publicise the planning applications it receives.
- 6.10 The New Forest National Park Authority aims to exceed these minimum standards to provide an effective and up to date system of publicity for planning applications in the National Park. This includes access to planning applications on the National Park Authority's website, and making comments on applications by e-mail.
- 6.11 The National Park Authority also allows members of the public to address the Planning Development Control Committee on planning applications.
- 6.12 Certain types of application may require additional publicity, for example through press notices, and may be of a scale that justifies public exhibitions. The Authority will ensure that the relevant statutory requirements are complied with.

7 Community Involvement – Development Plan Documents

- 7.1 During the preparation of Development Plan Documents, the National Park Authority will undertake three separate stages of involvement:
- **Pre Production** (including evidence gathering and exploring issues and options)
 - **Production** (developing strategy and preferred options)
 - **Submission** (formal submission to the Secretary of State, and consultation on submitted document).
- 7.2 The methods and techniques used to involve the community will vary depending on the stage of preparation reached. They will also vary according to the type of Development Plan Document being prepared. The following sections deal with the three stages and any variations in involvement methods for different types of Development Plan Documents.

Hard-to-Reach Groups

- 7.3 The New Forest National Park has a population of approximately 34,000, distributed between the larger villages (Ashurst, Brockenhurst, Lyndhurst and Sway) and the more dispersed settlements. Community involvement within the National Park must seek to engage with a diverse range of groups.
- 7.4 The New Forest National Park was formally created in March 2005 (assuming its planning responsibilities in April 2006) and is therefore still in its infancy as a planning authority. The National Park Authority is however committed to improving opportunities for 'hard to reach groups'. This is reflected in the Authority's adopted Corporate Plan 2006 – 2008, which includes the commitment to prepare an 'outreach strategy' which will identify hard-to-reach audiences.
- 7.5 It is clear that in order to reach the communities in the National Park a range of consultation arrangements will be required. Consultation with the National Park's communities will aim to take advantage of existing consultation arrangements which provide a focus for local engagement in the planning process. The National Park Authority is represented on the New Forest District Local Strategic Partnership and this provides a useful link to a range of community groups and the development of the Community Strategy. The New Forest Consultative Panel is a discussion forum that brings together over 80 voluntary and statutory organisations in the New Forest, representing a range of interests. The Consultative Panel will continue to be used to present planning issues for debate to a wider audience.
- 7.6 Where appropriate, the Authority will also make people aware of organisations that can assist

with understanding of planning issues. For example, Planning Aid South is a voluntary service linked to the Royal Town Planning Institute, offering free, independent and professional advice on planning matters to community groups and individuals who cannot afford to employ a planning consultant. They provide a resource for the public and community groups seeking involvement in planning issues.

- 7.7 It will also be important to make the community and other interests aware of the national and regional policy framework within which the Local Development Framework must be drafted. While not everyone will agree with the aims of national or regional policy, many policies in the Local Development Framework are constrained by the requirements of these higher policies.
- 7.8 The National Park Authority will take appropriate steps to cater for hard to reach groups, including:
- ensuring all venues are accessible for disabled people;
 - offering translation services and the provision of documentation in different languages and also in other formats such as large copy print, Braille, audio cassette or CD;
 - providing facilities for the hearing impaired where appropriate.
- 7.9 The requirements of the relevant legislation, including the Race Relations (Amendment) Act 2000 and the Disability Discrimination (Amendment) Act 1995 will be met.

Pre-Production

- 7.10 The government advises that the community and other groups and organisations should be involved in the preparation process for Development Plan Documents at the earliest stage. The initial phase of preparation will vary according to the nature of the document. However it will involve establishing the policy issues to be addressed and collecting evidence or survey information to allow investigation of the issue. It will also allow discussion of potential options to address each issue.
- 7.11 At this stage it will be important both to seek a wide spectrum of opinion, and to engage with groups with expertise on particular issues and those not normally engaged in the planning system. The Authority will also engage with adjoining authorities where it considers there to be cross-authority issues. The informal pre-production consultation will take place with

key stakeholders, such as town and parish councils, at the Issues and Options stage of Development Plan Document production in accordance with Regulation 25.

- 7.12 The National Park Authority considers that the Core Strategy should provide the focus of community involvement, as this will provide a close link to the aims of the community strategies that cover the National Park, and will provide an indication of how the community wishes to shape the more detailed policies that may follow from the Core Strategy.

Policy SCI-1: Core Strategy Development Plan Document

Pre-Production

In preparing the Core Strategy, the Authority will use a series of specific methods to both raise awareness of the Core Strategy, and to generate debate about the issues. These methods will involve:

- Stakeholder forums on Core Strategy topics
- Targeted consultation and engagement with statutory bodies and interest groups, such as town and parish councils, as appropriate
- Evidence from the studies for the community strategies and the National Park Management Plan
- Evidence from Parish Plans and healthchecks

Policy SCI-2: Other Development Plan Documents Pre-Production

In preparing Development Plan Documents, other than the Core Strategy, the Authority will gather opinions and evidence on issues to be addressed using some or all of the following methods:

- Opinion surveys
- Targeted consultation and engagement with statutory bodies and interest groups, such as town and parish councils, as appropriate
- Meetings with key stakeholders
- Focus groups
- “Planning for Real” or other community engagement exercises
- Inviting submissions from stakeholders
- Evidence from the studies for the community strategies and the National Park Management Plan.
- Evidence from Parish Plans and healthchecks

7.13

Development Plan Documents can range from topic based documents covering the whole National Park (and potentially adjacent districts where joint working is proposed), to Area Action Plans relating to specific locations. The National Park Authority is proposing to prepare a joint Core Strategy Development Plan Document with New Forest District Council as the first document. This will be followed by documents that will examine in more detail spatial planning issues including transport and housing.

Production

7.14 The second stage of the preparation process for Development Plan Documents involves the Authority analysing the information received from its evidence gathering and producing a draft document for consultation. In order to make this process open and subject to scrutiny, Authority members will consider the issues raised and options put forward in the first stage of consultation.

7.15 The views and information received will be developed into a preferred strategy and policies which will aim to address the issues identified from public involvement. This will include a 6-week period of public consultation.

Policy SCI-3: Analysis and reporting

Prior to production of any draft Development Plan Document, comments and information received during the pre-production stage will be reported to National Park Authority members and will be considered in developing strategy and preferred options

Policy SCI-4: Core Strategy Development Plan Document Production

The Authority will consult on the Core Strategy using some or all of the following methods:

- Circulation of document to statutory bodies, interest groups and town and parish councils as appropriate
- Notification of all those who have asked to be consulted or kept informed of progress in preparation of the Core Strategy
- Publication of the document on the Authority's website
- Making documents available for inspection and purchase at the Authority's offices
- Publication of formal notices
- Press releases and general publicity
- Parish or community seminars

Policy SCI-5: Other Development Plan Documents - Production

The Authority will consult on draft Development Plan Documents, other than the Core Strategy, using some or all of the following methods:

- Production of local publicity leaflets for distribution to local residents
- Parish or community seminars
- Targeted consultation and engagement with statutory bodies and interest groups, such as town and parish councils, as appropriate
- Targeted consultation with any promoters of alternative sites
- Publication of formal notices
- Circulation of document to statutory bodies, relevant interest groups and town and parish councils
- Notification of all those who have asked to be consulted
- Publication of the document on the Authority's website
- Making documents available at the Authority's offices
- Press releases and general publicity

7.16 In all cases, there is a need for a targeted community involvement strategy to ensure that those most affected by the allocation or plan, or those with an interest in the issued covered by the document, can be engaged in the preparation of the document.

Submission

7.17 Once the Authority has considered comments received on a draft document, it will produce a revised Development Plan Document for submission to the Secretary of State. Immediately following submission there is a formal period of six weeks during which representations are invited. Any representations made during this period which propose alternative sites for development, must be separately publicised by the Authority. The Authority will comply with Regulation 32 of the Town and Country Planning (Local Development) (England) Regulations 2004 in publicising such alternative site proposals.

7.18 It is intended that all who have participated in the consultation processes and the wider community will be made aware of the submission of the document and the opportunity to make formal representations.

Policy SCI-6: Submission of Development Plan Documents

The Authority will consult formally on a submitted Development Plan Document, using some or all of the following methods:

- Publication of formal notices
- Notification of consultees including statutory bodies, town and parish councils and interest groups as appropriate
- Publication of the document on the Authority's website
- Circulation of the document to statutory bodies and town and parish councils as appropriate
- Documents made available at the Authority's offices
- Press releases and general publicity
- Publicity for alternative site proposals in accordance with Regulation 32

Policy SCI-7: Handling and reporting representations on submitted documents

All representations received, together with a summary schedule of representations and the Authority's response, will be made publicly available and to the independent examination inspector

- 7.19 Once the Authority has submitted a Development Plan Document any comments received will be reported to members and presented to the Inspector appointed to carry out the examination into the soundness of the Development Plan Document.
- 7.20 The National Park Authority will carefully consider all comments received on Development Plan Documents and Supplementary Planning Documents. A summary schedule of all comments received at Production and Submission stages of the document will be published on the Authority's website and made available for public inspection at the National Park Authority's office. The outcome of all consultation stages will be reported to the Authority's members, identifying how the comments received have been regarded and including any changes proposed as a result.
- 7.21 A schedule of comments and any changes to documents proposed as a result will be displayed on the Authority's website and at the Authority's offices.

8 Community involvement – Supplementary Planning Documents

- 8.1 The New Forest National Park Authority may prepare Supplementary Planning Documents, which supplement policies in a Development Plan Document. Their purpose is to provide additional guidance to supplement the policy, and to provide further detail on how the policy is to be implemented. These documents do not however propose new policies or allocations.
- 8.2 Supplementary Planning Documents are not subject to an independent examination, but public consultation will be carried out to inform the preparation of the document. Representations will be invited on the draft Supplementary Planning Document over a minimum period of four weeks. The Authority will consider the representations and prepare a statement to explain the changes made in response to the issues raised. The Authority will then adopt the amended Supplementary Planning Document.
- 8.3 Although supplementary to the main policies, it is just as important that the local community and interested organisations are involved in the preparation of these documents, and have a chance to comment. By involving the community in the preparation of these documents, considerable weight will be attached to them in considering proposals for development.
- 8.4 A two-stage involvement process will apply to the preparation of Supplementary Planning Documents:
- Pre-Production – including evidence gathering and discussion of issues
 - Production – based on a draft document.

Policy SCI-8: Supplementary Planning Documents - Pre-Production

In preparing Supplementary Planning Documents, the Authority will involve the community using some or all of the following methods:

- Meetings and written consultation with statutory bodies and interest groups and town and parish councils as appropriate
- Discussions with invited focus groups
- Local exhibitions, seminars and workshops
- Targeted consultation letters or leaflets

Policy SCI-9 Supplementary Planning Documents – Production

The Authority will consult on draft Supplementary Planning Documents using some or all of the following methods:

- Publication of formal notices
- Notification of consultees including statutory bodies and interest groups and local residents as appropriate
- Circulation of document to statutory bodies and town and parish councils as appropriate
- Publication of the document on the Authority's website
- Documents made available at the Authority's offices
- Press notices and general publicity

- 8.5 The methods and techniques used will vary according to whether the Supplementary Planning Document relates to an area or specific site, or more generally supplements a topic based policy (e.g. design guidance). Where site or area specific documents are prepared there will be a concentration on consulting those who can provide local knowledge and information, and those most likely to be affected by the development proposed.
- 8.6 The Authority will carefully consider all comments received on Development Plan Documents and Supplementary Planning Documents. A summary schedule of all comments received at Production and Submission stages of the document will be published on the Authority's website and made available for public inspection at the National Park Authority's office. The outcome of all consultation stages will be reported to the Authority's members, and will identify how the comments received have been regarded, including any changes proposed as a result.
- 8.7 It is possible that all or parts of town and village plans could be adopted by the Authority as Supplementary Planning Documents. The Authority will assist local communities and parish councils undertaking these plans as much as possible. In order to be adopted as Supplementary Planning Documents the plans must demonstrate the following:
- That they do not conflict with the policies of the Local Development Framework.
 - That they have been produced using consultation and involvement methods as set out in policies SCI-8 and SCI-9.
 - That they have undertaken a Sustainability Appraisal of the plan.

9 Community involvement – Annual Monitoring Report

9.1 The Authority is required to publish an Annual Monitoring Report which covers the period from 1 April in one year to 31 March in the next. Through this, the Authority will review its arrangements and methods of community involvement. This report is intended to assess:

- whether the Authority will meet the targets set out in the Local Development Framework
- the impact of the policies on other national, regional or local targets
- whether any policies should be replaced or reviewed
- what action should be taken if policies need replacement.

9.2 The Statement of Community Involvement will need to be reviewed periodically. This will not necessarily be based on set time periods, as it can be triggered by an assessment of the following:

- how successfully the consultation and involvement policies are being followed
- consultation issues raised by the communities of the National Park and other interests
- changes to regulations
- changes to the Local Development Scheme, for example where new documents are to be produced
- the evolving situation regarding the extent of joint working between the National Park Authority and adjacent local authorities
- the success and effectiveness of the Statement of Community Involvement will also be considered through the Annual Monitoring Report.

9.3 There are very few requirements to consult on the Annual Monitoring Report compared with the Development Plan Documents or Supplementary Planning Documents. The only legal requirement, set out in Section 48 (8) of the Town and Country Planning (Local Development) (England) Regulations 2004, is that as soon as is practical after an authority submits the Report to the Secretary of State, they must publish it on their website.

SCI-10: Annual Monitoring Report Production

When the Authority submits its Annual Monitoring Report to the Secretary of State it will:

- Issue a press release that the report has been published
- Make copies available at the Authority's offices
- Publish the report on its website

10 Resource implications

- 10.1 The majority of the work involved in undertaking community involvement will be the responsibility of the National Park Authority's Policy and Plans Team. The Development Control Team, Communications Team, Conservation and Enhancement, and Understanding and Enjoyment Teams may assist with consultation where issues impact on their areas of specialism. Where appropriate, the Authority may also use the services of external facilitators, for example to run forums or focus groups. The Authority's Development Control Team has the primary responsibility of dealing with planning applications.
- 10.2 The National Park Authority will look for opportunities to work as efficiently as possible. For example, there may be opportunities to carry out combined public consultation. This may be applicable not only where the Authority decides to prepare joint documents with neighbouring authorities (e.g. the development of a joint Core Strategy with New Forest District Council and minerals and waste policies with Hampshire County Council, Southampton City Council and Portsmouth City Council), but also in relation to the review of the National Park Management Plan or the review of the district and borough council's Community Strategies.
- 10.3 The use of the Authority's website to display documents and to allow feedback through e-mail provides convenience for many consultees, and is an important facility for those unable to access documents at the Authority's offices, or to purchase a hard copy of the document. To safeguard against any technological difficulties, and changes in e-mail accounts, the Authority will require all e-mail correspondence to provide a postal address.

Policy SCI-11: Information technology

The Authority will make all consultation documents available on its website, and will accept comments by e-mail. The Authority will ensure that all documents are placed on the Authority's website as soon as possible following publication.

The Authority will maintain appropriate contact databases to assist in production of reports and postal and electronic mailings. These databases will be kept up to date wherever possible.

- 10.4 The Authority intends to support and facilitate consultation with voluntary and community sector groups, with the Local Strategic Partnership for New Forest District providing one potential avenue for doing this.

11 Community involvement – Planning Applications

- 11.1 The New Forest National Park Authority has the responsibility of consulting neighbours and undertaking other forms of publicity in respect of planning applications within the National Park.
- 11.2 There is a complex mix of legislation dealing with the notification of neighbours and the publicity of planning applications. The role of publicising the majority of applications falls to the local planning authority, although in certain cases related to permitted development rights of statutory undertakers, the developer has the responsibility of carrying out the publicity. Although the process is quite complex, it is important that all sections of the community have an opportunity to express their views either in support of or objection to planning applications.
- 11.3 Minimum standards for planning application publicity are set out in the Town and Country Planning (General Development Procedure) Order 1995. This requires local planning authorities to publicise planning applications submitted to them. The Authority intends to provide a Development Control service that goes beyond the statutory minimum. The consultation arrangements for planning applications will include:
- applications recorded on the public register of applications, available for inspection at the New Forest National Park Authority offices
 - a weekly list of new applications sent to the Town and Parish Councils
 - a monthly list of new applications received posted on the National Park Authority website
 - copies of the application itself available for inspection at the Authority's offices
 - a site notice will be displayed at the site
 - neighbours will be notified by letter
 - certain cases (e.g. Conservation Area development, listed buildings) will be advertised in the local newspaper
 - the case officer (where practicable) or other planning officers, will be available at reasonable notice to discuss or explain the proposals by telephone or in person at the Authority's offices
 - correspondence commenting on a planning application will be considered before a decision is reached. Comments will be publicly available.
- 11.4 The New Forest National Park includes 18 Conservation Areas and 634 listed buildings (2006). The Planning (Listed Buildings and Conservation Areas) Act 1990 states that where an application for planning permission would affect a listed building or its setting, or is in a Conservation Area, the Authority will publish a local press notice and public notice on or near the land, giving 21 days for comments to be made.

11.5 Planning applications can be viewed at the Authority's main office at South Efford House, Lymington. The Authority also holds planning surgeries at the Cottage, Queen's House in Lyndhurst every Tuesday and Thursday from 9am to 1pm where planning advice and information is available.

11.6 The Authority's Planning Development Control Committee gives town and parish councils, members of the public, and other interested parties the opportunity to comment on the applications reported to Committee, either in support or as an objector. All written objections are reported to the Planning Development Control Committee and members then consider these comments in determining the application.

Publicity

11.7 All planning applications received by the National Park Authority will be publicised by a site notice and a neighbour notification scheme. All applications are scanned and publicised on the Authority's website. Site notices will be placed at the site giving a date by which comments should be made. Neighbours shall be notified of a proposed development by letter and advised of their rights to comment. For larger applications, this notification process may be extended to include a wider area. The Authority may also consider additional publicity such as the publication of publicity leaflets or public exhibitions, depending on the scale of the application. The Authority will also notify adjoining authorities where applications are close to the boundary with an adjoining district/borough.

11.8 The standard period for comments on planning applications is 21 days. However, bodies such as Natural England will be allowed a longer period of time to comment on applications where this is prescribed by legislation.

Policy SCI-12: Publicity Strategy for Applications

In addition to the minimum statutory requirements, the Authority will apply its own strategy for effectively publicising planning applications, to include all or some of the following elements:

- posting of site notices
- a monthly list of new applications posted on the Authority's website
- delivery of neighbour notification letters to relevant properties
- making documents available at the Authority's offices

Making Comments

- 11.9 Comments on applications should always be made in writing and addressed to the Head of Development Control at the National Park Authority. Comments can also be emailed to **dev.control@newforestnpa.gov.uk**. All letters or emails should quote the planning application number, the address of the property to which it relates, and your own address. All comments received are available for public inspection on the application file. The results of any such consultation will be reported and taken into account in decision made by, and on behalf of, the Authority.
- 11.10 The Authority supports the role of design and access statements in the development control process. Information contained in design and access statements on how the applicant has considered the site will help community involvement and informed decision making. Design and access statements can aid local communities, access groups, amenity groups and other stakeholders to involve themselves more directly in the planning process without needing to interpret technical plans.

Policy SCI-13: Use of new technology

The Authority will make copies of current planning applications available on its website, and will maintain a facility to accept comments by e-mail. The Authority's website also includes decision notices (with conditions for approved applications or reasons for refusal).

Amended Plans

- 11.11 It is common for submitted applications to be changed during the process of determination. These changes may be a result of negotiation with the case officer, or following comments from consultees, or perhaps following objections from local residents. It is important that all those with an interest in the application are aware that amendments have been proposed. Where the amendments are deemed to be significant, neighbours will be re-notified and there will be an additional 21-day period of consultation. Comments received on the amended plans will then be considered by the case officer or at the Planning Development Control Committee.
- 11.12 Where publicity is considered appropriate for amended plans, it follows the same procedure as that for the original application.

Policy SCI-14: Amended plans

Where the Authority receives significant amendments to a current planning application it will re-publicise the amendments following the procedures set out in Policy SCI-12 above, making it clear that amendments to the application have been proposed

Public speaking at the Planning Development Control Committee

11.13 The Authority has established a Planning Development Control Committee. Although the determination of most applications is delegated to officers, applications must be determined by the Planning Development Control Committee where certain criteria apply, or where the applications are major or contentious. These include:

- applications referred by members
- applications referred by local district, borough or county councillors
- applications where the town or parish council has expressed a view contrary to the planning officer (and would not accept a decision reached by officers under delegated powers)
- applications which are contrary to the Authority's approved policies which are recommended for approval.

11.14 The Planning Development Control Committee meets on the third Tuesday of every month at South Efford House and consists of 15 members of the Authority. Agendas are available at least 5 working days before the meeting. The meetings are open to the press and public. Arrangements for public speaking are available and although the time available must be limited, this provides a useful opportunity for people to address the Committee. People who wish to speak on individual items must register their interest at least two working days before the date of the meeting. The opportunity to speak is provided for:

- the applicant or supporters of the application
- objectors to the application
- Parish and Town Councils
- Local district, borough and county councillors

Policy SCI-15: Public speaking

In cases where applications are to be considered by the New Forest National Park Authority Planning Development Control Committee, opportunity will be provided to address the Committee for those who have registered their interest at least two working days before the date of the meeting.

Pre-Submission Policy

Policy SCI-16: Pre-submission publicity

The Authority encourages all applicants for planning permission to consult and involve local residents and organisations in their proposals at an early stage before submitting a planning application.

- 11.15 Applicants will be encouraged to contact the Authority at the early pre-application stage, especially for significant applications. This will allow the Authority to explain the relevant policy background and to provide information on who to consult (including statutory consultees such as the Environment Agency).
- 11.16 The extent to which pre-application consultation undertaken by a developer can be taken as contributing to any requirements of this Statement of Community Involvement will depend on a number of factors. However, applicants who undertake pre-application community involvement are encouraged to meet, as a minimum, the consultation arrangements set out in this document.
- 11.17 Although the Authority will publicise all applications it receives, it is beneficial if the applicant or developer engages local residents and organisations in their proposals. If this is done at an early stage it may well assist in identifying concerns which can be overcome before the application is submitted. This in turn may smooth the formal assessment process of the application.

Annex A – Glossary

Annual Monitoring Report

To be produced in December each year, this Report monitors the effectiveness of policies in the Local Development Framework and the Authority's policies for community involvement.

Authority's website

www.newforestnpa.gov.uk

Community Plan or Strategy

A Plan or Strategy for enhancing the quality of life of the local community which each local authority (New Forest District, Salisbury District and Test Valley Borough) has a duty to prepare under the Local Government Act 2000. The plans are usually developed and implemented by the Local Strategic Partnerships. The New Forest National Park Authority does not produce a Community Strategy.

Development Plan Documents

The main planning policy documents in the Local Development Framework. These include the Core Strategy which sets out the main planning strategy for the National Park.

Focus groups

These will be a smaller scale version of the stakeholder forums, and are likely to be convened where a range of organisations and interest groups wish to be involved in discussion on a particular topic (e.g. affordable housing). These events may take the form of a short meeting, or could be more formally structured.

Formal notices

These generally fulfil minimum statutory requirements of the planning process and are submitted to local newspapers, and in some cases to national publications such as The London Gazette. The notices provide information on matters such as deposit of planning documents, or proposals for development, and set out arrangements for how and when to comment.

Information display

This will take the form of static display boards which will inform people of the Local Development Framework process, including issues which the Authority will be examining. The display will inform people of the timetable for preparation of the Local Development Framework, and will tell people how they can find out more information. The Authority (along with any joint working partners) will aim to site the display in order to achieve as wide an outreach as possible – for example at local supermarkets or recreation centres.

Local Development Framework

Introduced in 2004 to replace the system of Local Plans. Can be thought of as a folder of different planning policy documents, and includes Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.

Local Development Scheme

A project plan for the preparation of the Local Development Framework. This sets out the timescales for preparing each part of the Local Development Framework, including when each document will be consulted on.

National Park Management Plan

This is a document which is required by The Environment Act 1995 to be prepared and published by all National Park Authorities. The Management Plan is intended to guide both the National Park Authority in carrying out all its functions and all other bodies and individuals who have an interest in the management of the New Forest National Park. The New Forest National Park Authority has adopted The Strategy for the New Forest (2003) as an interim management plan, and the process of preparing a new management plan for the National Park is likely to run broadly parallel with the preparation of the local development framework.

Neighbourhood notification letters

Generally used for the advertising of planning applications, these inform property owners of planning applications submitted on adjoining property or land. The letters contain information about the proposed development, and explain how and when to comment.

Parish or community seminars

These may be used as a more informal or more targeted form of involvement than a stakeholder conference. The format of these events may vary from a specific local meeting, to perhaps simply a presentation or discussion at a scheduled parish council meeting.

“Planning for Real” and other community engagement exercises

These may be appropriate for parts of the Local Development Framework which deal with development sites or small local areas. They take the form of more “hands on” discussions, often using models, maps and other visual aids to help articulate ideas and solve problems.

Press releases

These are produced with assistance from the Communications Team, and usually take the form of short articles submitted to local newspapers in the area.

Publicity leaflets

Where specific new policies or proposals need to be explained or advertised, the Authority may produce information leaflets which provide more detail of a proposal.

Sustainability Appraisal / Strategic Environmental Assessment

A process of assessing the environmental, social and economic effects of policies and proposals in the Local Development Framework.

Statement of Community Involvement

A document which sets out how the Authority will involve and consult the public and other organisations when preparing the Local Development Framework, and when determining planning applications.

Supplementary Planning Document

Another part of the Local Development Framework, these documents contain detailed guidance which supplements policies contained in Development Plan Documents.

Site notices

Planning applications are normally advertised using a notice posted in a convenient location near to the property or land to which the application relates. This notice both describes the proposed development, and gives details of how and when to comment.

Stakeholder forums

These will be high profile events, taking place in local centres across the National Park. The events will be open to invited local groups and organisations and will be an opportunity to discuss a range of topics relating to the preparation of the Core Strategy. Workshop sessions may form part of these events.

Targeted consultation

This can take many forms, including sending early drafts of documents to specific organisations, or holding meetings with individuals or groups to discuss relevant issues.

Town and Parish Councils

The New Forest National Park includes land within 37 Town and Parish Councils.

Annex B – Statutory Consultees

In accordance with the Town and Country Planning (Local Development) (England) Regulations 2004, this Authority will consult the following organisations on parts of the Local Development Framework to the extent that it considers the document to be relevant to the organisation. Please note this list is not exhaustive and also relates to successor bodies where re-organisations occur.

- The South East England Regional Assembly
- The South West England Regional Assembly
- The Government Office for the South East
- The Government Office for the South West
- The South East England Development Agency
- The South West Regional Development Agency
- Hampshire County Council
- Dorset County Council
- Wiltshire County Council
- New Forest District Council
- Salisbury District Council
- Test Valley Borough Council
- Southampton City Council
- East Dorset District Council
- Christchurch Borough Council
- Isle of Wight Council
- New Forest District Town and Parish Councils:

Ashurst & Colbury Parish Council, Beaulieu Parish Council, Boldre Parish Council, Bramshaw Parish Council, Bransgore Parish Council, Breamore Parish Council, Brockenhurst Parish Council, Burley Parish Council, Copythorne Parish Council, Denny Lodge Parish Council, East Boldre Parish Council, Ellingham, Harbridge and Ibsley Parish Council, Exbury and Lepe Parish Council, Fawley Parish Council, Fordingbridge Town Council, Godshill Parish Council, Hale Parish Council, Hordle Parish Council, Hyde Parish Council, Hythe and Didben Parish Council, Lymington and Pennington Town Council, Lyndhurst Parish Council, Marchwood Parish Council, Milford-on-Sea Parish Council, Minstead Parish Council, Netley Marsh Parish Council, New Milton Town Council, Ringwood Town Council, Sopley Parish Council, Sway Parish Council, Totton and Eling Town Council, Woodgreen Parish Council,

- Salisbury District Parish Councils:

Landford Parish Council, Redlynch Parish Council, Whiteparish Parish Council

- Test Valley Borough Parish Councils:

Melchet Park & Plaitford Parish Council, Wellow Parish Council.

- Government Departments:
 - Department for Education and Skills (through Government Offices)
 - Department for Environment, Food and Rural Affairs
 - Department for Transport (through Government Offices)
 - Department of Health (through relevant Regional Public Health Group)
 - Department for Trade and Industry (through Government Offices)
 - Ministry of Defence
 - Department of Work and Pensions
 - Department for Culture, Media and Sport
- Surrounding Parish Councils:

Alderholt Parish Council, Burton Parish Council, Coombe Bissett and Homington Parish Council, Cranborne and Edmondsham Parish Council, Damerham Parish Council, Downton Parish Council, Hurn Parish Council, Martin Parish Council, Nursling and Rownhams Parish Council, Odstock Parish Council, Rockbourne Parish Council, Romsey Extra Parish Council, Sandleheath Parish Council, Sherfield English Parish Council, Sixpenny Handley with Pentridge Parish Council, Stratford Toney Parish Council, St Leonards and St Ives Parish Council, Verwood Town Council, Whitsbury Parish Council.
- The Environment Agency
- The Countryside Agency
- Natural England
- The Historic Buildings and Monuments Commission for England
- Network Rail
- The Highways Agency
- British Telecommunications PLC
- The Hampshire and Isle of Wight Strategic Rail Authority
- Southern Electricity
- Powergen PLC
- The National Grid Company PLC
- British Gas/Transco
- Wessex Water
- Southern Water
- Bournemouth and West Hampshire Water PLC
- The following mobile telecommunications operators: Airwave, Dolphin Communications; Hutchinson 3G; Mercury; NTL; One2One; Orange; O2; T-Mobile; Vodafone
- RWE NPower Plc.

Annex C – Other Consultees

Annex C sets out a broad list of consultees that the National Park Authority will seek to involve in the planning process (please note this is not an exhaustive list). The New Forest National Park Authority is developing a database of Local Development Framework consultees, and this will be updated where necessary. It will be used as a basis both of general notifications and targeted consultation with stakeholders. The Authority is therefore keen to hear from other organisations that wish to be involved in the process, and will be happy to add these contacts to its database on request. The Authority will also consult with additional local stakeholders that have not previously been involved in the planning process where this is appropriate. Please contact the Policy and Plan Team at policyandplans@newforestnpa.gov.uk or 01590 646600 if you wish to be added to the database of consultees.

- Residents' Associations
- Amenity and conservation societies
- Sports and recreation organisations
- Schools and colleges
- Disability organisations and groups
- Older person groups
- Ethnic minority groups
- Gypsies and travelling show people, including the Traveller Education Service
- Churches and other religious organisations
- Housing associations and registered social landlords
- Tourism organisations
- Youth groups and organisations
- Business and chambers of trade / commerce
- Developers and planning agents / architects
- New Forest Verderers
- Commoners Defence Association and other representative organisations
- Port operators and harbour authorities at Southampton and Lymington
- Coastal interests including commercial, leisure and amenity organisations
- Major estates
- The Ministry of Defence
- Southampton and Bournemouth Airports
- Forestry Commission
- Council for National Parks
- The National Trust
- The New Forest Association of Local Councils
- The New Forest Association
- Hampshire and Isle of Wight Wildlife Trust
- Wiltshire Wildlife Trust
- RSPB
- Hampshire County Council – Gypsy and Traveller Unit
- Wiltshire County Council – Gypsy and Traveller Unit

Annex D – Summary of the main consultation methods for the preparation of planning policy documents

Document	Stage in the LDF Process		Submission
	Pre-Production	Production	
Core Strategy DPD	<p>Stakeholder forums on Core Strategy topics</p> <p>Targeted consultation and engagement with statutory bodies and interest groups</p> <p>Evidence from studies for the community strategies and Management Plan where appropriate</p> <p>Evidence from Parish Plans and healthchecks</p>	<p>Circulation of document to statutory bodies, interest groups and town and parish councils as appropriate</p> <p>Notification of all those who have asked to be consulted or kept informed</p> <p>Publication on the Authority's website</p> <p>Making documents available for inspection</p> <p>Publication of formal notices</p> <p>Press releases and general publicity</p> <p>Parish or community seminars</p>	<p>Publication of formal notices</p> <p>Notification of consultees including statutory bodies, town and parish councils and interest groups</p> <p>Publication on the Authority's website</p> <p>Circulation of the document to statutory bodies and town and parish councils as appropriate</p> <p>Documents made available at the Authority's offices</p> <p>Press releases and general publicity</p> <p>Publicity for alternative site proposals</p>
Other DPDs	<p>Opinion surveys Targeted consultation and engagement with statutory bodies and interest groups</p> <p>Meetings with key stakeholders</p> <p>Focus groups</p> <p>Inviting submissions from stakeholders</p> <p>Evidence from studies for the community strategies and Management Plan where appropriate</p> <p>Evidence from Parish Plans and healthchecks</p>	<p>Production of local publicity leaflets</p> <p>Parish or community seminars</p> <p>Targeted consultation and engagement with statutory bodies and interest groups</p> <p>Targeted consultation with any promoters of alternative sites</p> <p>Publication of formal notices</p> <p>Circulation of document to statutory bodies, relevant interest groups and town and parish councils</p> <p>Notification of all who have asked to be consulted</p> <p>Publication on the Authority's website</p> <p>Making documents available for inspection</p> <p>Press release and general publicity</p>	<p>Publication of formal notices</p> <p>Notification of consultees including statutory bodies, town and parish councils and interest groups</p> <p>Publication on the Authority's website</p> <p>Circulation of the document to statutory bodies and town and parish councils as appropriate</p> <p>Documents made available at the Authority's offices</p> <p>Press releases and general publicity</p> <p>Publicity for alternative site proposals</p>

Document	Stage in the LDF Process		Submission
	Pre-Production	Production	
Supplementary Planning Documents	<p>Meetings and written consultation with statutory bodies and interest groups and town and parish councils as appropriate</p> <p>Discussion with invited focus groups</p> <p>Local exhibitions, seminars and workshops</p> <p>Targeted consultation letters or leaflets</p>	<p>Publication of formal notices</p> <p>Notification of consultees including statutory bodies and interest groups and local residents as appropriate</p> <p>Circulation of the document to statutory bodies and town and parish councils as appropriate</p> <p>Publication of the document on the Authority's website</p> <p>Documents made available at the Authority's offices</p> <p>Press notices and general publicity</p>	



YOUR VIEWS ARE SOUGHT TO IDENTIFY HOW YOU WOULD LIKE TO PARTICIPATE IN THE PREPARATION OF THE NEW FOREST NATIONAL PARK'S LOCAL DEVELOPMENT FRAMEWORK, AND FOR CONSULTING ON PLANNING APPLICATIONS IN THE NATIONAL PARK.

Section A

This information will help us formulate a full set of up to date contact details for you or your organisation. Please complete in BLOCK CAPITALS

*(please tick as applicable)

Name: Individual* Organisation*

Name of Organisation:

Address:

Postcode:

Telephone Number: Email:

Website: Fax Number:

Section B

1. What methods do you consider would be most successful in engaging you or your particular group? (please tick up to 2 options per column)

	Planning Applications		Local Development Framework
	Major applications – large scale or sensitive sites	Minor household applications	
Notification letter from the Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Press notice in local papers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Authority website	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Questionnaires	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
One-to-one meetings with Authority Officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Focus Groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road shows / public exhibitions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**New Forest National Park Authority:
Preparation of the Statement of Community Involvement
[Regulation 25 Questionnaire]**

If you selected 'other' for question 1 could you please specify what would be your preferred method and provide a brief description?

[Empty text box for response]


2. How would you prefer to be kept informed on the development of the New Forest National Park Local Development Framework?

Letter Email Planning Policy Webpage

3. Are there any other issues you wish the Authority to take into account in preparing the draft SCI?

[Dotted lines for response]

PLEASE RETURN YOUR COMPLETED QUESTIONNAIRE AND ANY OTHER COMMENTS TO US BY 3 MAY 2006



This document was produced March 2007 by
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