

Statement of Community Involvement in planning

Reviewed January 2019

This Statement of Community Involvement contains our policy for public consultation and engagement in the local planning system.

Our general principles

- We will be approachable, impartial, consistent, transparent, and proactive
- We encourage wider and diverse participation in our planning service
- We will seek views of interested and affected parties as early as possible
- We will choose the type of consultation by balancing effectiveness, cost and time constraints
- Our consultation documents will be clear and avoid jargon
- We will offer to maintain contact with people who respond to consultation.

Local Plan making

We prepare a Local Plan which contains development strategies, planning policies and supporting maps which indicate where certain policies apply in the National Park. The purpose is to guide predictable, consistent and effective decision making about new development, such as planning applications. The Local Plan is backed by evidence and is in general conformity with prevailing national policy and Government guidance. We will keep our local policies under review and when we make changes we will follow the legal regulations and consult the public and stakeholders from start to finish.

[Government guidance on Local Plans](#)

Who we will consult

- We consult Councils, infrastructure providers Government bodies and other organisations, as required by the regulations or as otherwise appropriate.
- We consult Parish Councils, Parish Meetings, local businesses, voluntary and other organisations.
- We consult the general public, including anyone who has expressed an interest in the Plan.

How we will consult

- We will contact organisations by email unless they request contact by letter.
- We will publicise consultations in the local press and through our website and social media, as appropriate.

- We will leave consultation documents on display at our offices in Bainbridge and Grassington and at Sedbergh library.
- Our planning consultation documents will always be available on our website
- If requested we will make reasonable numbers of printed documents available to Parish Councils, Parish Meetings and other community groups and organisations.
- Where appropriate we will organise or support additional consultation events, such as community based meetings, drop in sessions or specialist topic seminars.
- We will publish on our website comments received, or a summary of them after the end of consultation. We will explain how these comments have been taken into account as part of the local plan process.

When we will consult

- At the start of a new Plan we will invite discussion about the priorities the Plan should address and the range of policy options available
- We will invite information and evidence to support the policy options
- We will publish draft policies and draft land allocations and invite comment and discussion
- After consultation we will publish a final Plan so that the public may make formal representation to an independent local plan Inspector who will examine the soundness of the document.

Supplementary Planning Documents

As part of our planning policy responsibility we prepare Supplementary Planning Documents to give more detailed advice on matters such as design.

Supplementary Planning Documents are not subject to the same rigorous process as Local Plans but are required to be informed through public consultation. We will therefore consult statutory bodies, Parish Councils and local interest groups on our Supplementary Planning Documents as part of their drafting process.

Neighbourhood Planning

We encourage Parish Councils to discuss with us their proposals for forming neighbourhood groups, preparing or updating neighbourhood plans or considering neighbourhood development orders.

We will provide advice and evidence to neighbourhood planning groups in support of their plan preparations.

We will encourage neighbourhood planning groups to consult with those who live, work or operate businesses in their area and can advise on the statutory consultees that needed to be involved.

We will work with neighbourhood planning groups to help them take account of the issues raised through consultation.

Major Planning Applications

For major development proposals¹ or locally sensitive schemes, developers will be encouraged to carry out consultations before submitting a planning application. Prospective applicants should:

- Engage with the Authority through its pre-application advice service
- Talk directly with statutory consultees to minimise technical objections
- Consult the Parish Council, Parish Meeting and neighbours that would be affected.
- Consider the advice of the Authority and the pre application consultation responses, and show how they have been taken into account as part of the design and access statement supporting the subsequent planning application.

Other planning applications

All potential applicants are advised to consult anyone likely to be affected by their proposal and consider their views before submitting an application. This may be as simple as talking over plans with a neighbour. The Authority operates a pre-application advice service and holds planning surgeries for National Park residents, in Bainbridge, Sedbergh, Orton and Grassington. Further details can be found on our [website](#).

All submitted planning applications are advertised by site notice. Applications for major development will also be published in a local newspaper.

In addition, the Authority will:

- use its judgement to discern those neighbours most affected by a proposal and notify them by letter
- notify the Parish bodies and other statutory consultees about relevant planning applications
- subject to data protection, make all new planning applications available to view on the Authority website or, by request, at its offices in Bainbridge and Grassington
- allow Consultees at least 21 days to submit comments
- where applications are referred to the Planning Committee, give applicants, objectors, and the relevant Parish body, a reasonable opportunity to speak at the Committee meeting.
- publish decisions on all planning applications on its website, and where appropriate, notify consultees who have made representations
- On request, email a weekly list of planning applications received, to interested parties

Contact us:

Telephone: 01969 652300

Website: [Local Plan](#)

¹ Major development is defined as 10+ dwellings or 1000+ square metres of floorspace, a quarry extension, a significant proposal that departs from adopted policy or which might potentially cause harm to national park purposes or have significant impact on a community.

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