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# Statement of Consultation for the Draft Statement of Community Involvement 2018

## **1. Introduction and Background**

- 1.1. This consultation statement relates to the adoption of the Statement of Community Involvement (2019) (hereafter referred to as the SCI).
- 1.2. Representations have been referenced to the draft SCI which was published for consultation in November 2018.
- 1.3. This statement has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 which requires the preparation of a statement setting out the persons that have been consulted in the preparation of the SCI, a summary of the main issues raised and how those issues have been addressed.
- 1.4. This statement is also consistent with and section 2.1.3 of the Council's currently adopted 2014 SCI.

### **Background**

- 1.5. Wokingham Borough Council (WBC) has prepared a new SCI. An SCI sets out a local authority's policy on involving people in planning policy and planning applications. It provides clarity on the extent of community involvement that will take place and sets out clear consultation procedures and standards that will be followed, so providing transparency for residents and businesses.
- 1.6. A new SCI was needed because changes to national planning policy and guidance meant the previous version (adopted in 2014) was no longer up to date. For example, it is now a requirement for an SCI to incorporate guidance on the support that is available for communities producing neighbourhood plans
- 1.7. The purpose of this Statement of Consultation is to demonstrate when and how WBC consulted the general public on the Draft SCI. This report also contains a summary of all the comments received on the Draft SCI and the Council's response to these.

## **2. Consultation and Publicity Undertaken**

- 2.1 Consultation of the Draft SCI ran for six weeks from Friday 9 November 2018 to Friday 21<sup>st</sup> December 2018 at 4pm.
- 2.2 A summary of how the consultation and publicity was undertaken is provided below
  - The Draft SCI was made available to view on the Council's website and hard copies were made available to view in the Council's Civic Offices.

- Direct emails and letters (where email addresses were not provided) were sent to all of the people on the Planning Policy database (approximately 1,200 contacts) when the consultation began (see Appendices B and C).
- Direct emails were sent to all of the people on the council's corporate Viewpoint consultation database which was set up in 2017 (containing approximately 600 people) (see Appendix G).
- The consultation was advertised in several different places on the Council's website (see Appendix E)
- The Draft SCI was publicised via social media on both the Council's Facebook and Twitter pages (see Appendix F)
- Information was included in FAQ document produced alongside the Local Plan update consultation (which began 12 November 2018 until 25 February 2019). This was published on the council's website and made available at a number of consultation events (list of events contained in Appendix C) with officers on hand to discuss this at a number of consultation events (see FAQs at Appendix H).
- A statutory notice was placed in the Wokingham Paper (see Appendix D)
- A news release advertising the consultation was posted on the Council's website and social media pages and was sent to local media contacts including BBC Berkshire, Wokingham Paper, Bracknell News, GetReading, Reading Chronicle, The Breeze, Heart Thames Valley and BBC South Today. It was also sent to specialist publications including the Municipal Journal and Local Government Chronicle.

2.3 Appendix A provides a summary of organisations invited to comment on the Draft SCI. Examples and evidence of the above publications can be found in the Appendices.

2.4 Consultation on the Draft SCI complied with the council's existing SCI, adopted in 2014, and the Draft SCI. The table below summarises the SCI requirements and the actions which were undertaken.

| <b>SCI Requirement</b>   | <b>Compliance</b>     |
|--|-----------------------|
| Written/Email consultations with statutory consultees, general consultees on our live database other relevant stakeholders, individuals and organisations  | Yes                   |
| Making consultation documents available on the Council's website and hard copies available at the Council offices  | Yes                   |
| Making any appropriate supporting evidence base documents available on the website   | Not applicable to SCI |
| Invite representations on the document through appropriately placed press advertisement, notices on the Council's website, articles/information in the council's existing forms of communication such as the Borough News and the Community Forums | Yes                   |
| <b>SCI optional requirement</b>  | <b>Compliance</b>     |

|  |  |
|--|--|
| Appropriate use of social media to advertise consultations and seek comments;  | Yes  |
| Arranging public events and/or attending existing events (such as festivals or public forums) so that we come to where people are likely to be;  | Yes – attendance at Local Plan Update events where FAQ information also available on the SCI |
| Arranging targeted meetings with a range of specific representative groups as appropriate. We will strive to be flexible in the times of day or points in the week these take place in order to reach the most people. | No   |

### 3. Summary of Consultation Responses

- 2.5 During the consultation, representations from 9 respondents were received.
- 2.6 Table 1 below summarises all of the comments made during the consultation period of the Draft SCI. The Council’s response to these comments are within this table, and where stated, the Draft SCI has been changed in accordance with these comments.
- 2.7 Table 2 sets out the proposed minor changes to be made to the document (including typographical corrections) distinct from any alterations in direct response to comments raised. These are mainly for increased clarity.

Table 1 – Summary of Consultation responses

| No. | Consultee             | Nature of Comment | Paragraph /Section of SCI | Comment Summary   | Council's Response (substantial changes shown by proposed additional wording in <i>italics and underlined</i> and proposed deletions shown <del>struckthrough</del> ) |
|-----|-----------------------|-------------------|---------------------------|---|---|
| 001 | Natural England       | <b>No comment</b> | N/A                       | <p>'We are supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters, both in terms of shaping policy and participating in the process of determining planning applications.</p> <p>We regret we are unable to comment, in detail, on individual Statements of Community Involvement but information on the planning service we offer, including advice on how to consult us, can be found at:<br/> <a href="https://www.gov.uk/protected-species-and-sites-how-to-review-planning-proposals">https://www.gov.uk/protected-species-and-sites-how-to-review-planning-proposals.</a>'</p> | Comment noted.  |
| 002 | Surrey County Council | <b>No Comment</b> | N/A                       | <p>Thank you for consulting Surrey County Council on the draft Statement of Community Involvement. We have no comments to make on the document.</p>   | Comment noted.  |
| 003 | Highways England      | <b>No Comment</b> | N/A                       | <p>'Highways England has been appointed by the Secretary of State for Transport as strategic highway company under the provisions of the Infrastructure Act 2015 and is the highway authority, traffic authority and street authority for the strategic road network (SRN). The SRN is a critical national asset and as such Highways England works to ensure that it operates and is managed in the public interest, both in respect of current activities and needs as well as in providing effective stewardship of its long-term</p>  | Comment noted.  |

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|     |                      |                        |                  | <p>operation and integrity.<br/>We will therefore be concerned with proposals that have the potential to impact the safe and efficient operation of the SRN, in this case the M4.<br/>We have reviewed the consultation and have no comments.'</p>  |  |
| 004 | Transport for London | <b>Support</b>         | N/A              | We note that in appendix 1 the consultation bodies in respect of the Duty to Cooperate lists Integrated Transport Authorities which includes TfL. We welcome continued engagement due to TfL's role in providing Elizabeth Line services within the borough   | Support noted.   |
| 005 | Wokingham Society    | <b>General comment</b> | <b>General</b>   | It is difficult to determine what text relates solely to this consultation and what will comprise the final document when adopted. We will address the whole document in the absence of clarity.  | Text within the draft document is written as it is intended to be adopted. The exception is where the Draft SCI made reference to its own consultation. Upon adoption this text will be updated to reflect the change of tense from present to past. (see table 2 below for minor amendments).   |
| 005 | Wokingham Society    | <b>Suggest change</b>  | <b>General</b>   | The use of the term 'Statement of Community Involvement' for both this policy document and the evidence of consultation that accompanies a planning application is confusing. Since the former is required by law, could another description be found for the latter, eg 'Evidence of Community Involvement (ECI) or Statement of Community Consultation (SCC)? | The SCI itself only uses the term Statement of Community Involvement in the context of the statutory document that Local Planning Authorities must produce. It is noted that the same term is often used to refer to statements accompanying planning applications which set out how the applicant has undertaken pre-application consultation, and this can be confusing. However, this is outside of the scope of the SCI. <b>NO CHANGE IS REQUIRED.</b> |
| 005 | Wokingham Society    | <b>Suggest change</b>  | <b>Section 2</b> | Paragraph 6.6 urges developers not to engage in a 'tick-box' exercise. Since this criticism has been  | Engagement exercises undertaken by the Council's planning functions are genuine  |

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|     |                   |                       |                 | levelled at the Council in respect of its own consultations (and still continues – see the consultation on Proposed Vision and Priorities which frequently asked 'Do you...?') we urge that a commitment by the Council to try and avoid such exercises be included in the general text, eg in section 2 'Wokingham's approach to consultation'. | attempts to seek opinion from residents and local businesses. Decisions must however be made within legal requirements and with regard to national planning policy and guidance. This can often conflict with local opinion.<br><br><b>CHANGE MADE</b> – Additional paragraph 2.7 added to read as follows: <u>'WBC will not pretend that planning decisions are a completely free choice. Decisions need to be made within legal requirements, have regard to national planning policy and guidance, and take into account technical evidence. There will also be differences of opinion. WBC wishes however to reach as many interested parties as possible, so that decisions take into account local opinion.'</u> |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 1.4</b> | The document not only sets out how the Council consults but also describes what planning applicants need to do to consult the community. We urge that words to this effect be added to this paragraph.   | Agree.<br><br><b>CHANGE MADE</b> - additional wording added to para 1.4 as follows: 'This Statement of Community Involvement (SCI) sets out how Wokingham Borough Council (WBC) will involve people in planning decisions. <u>It also sets out what we expect applicants / developers to do to consult communities on proposed developments.</u> The document includes an explanation of what an SCI is, provides a brief overview of the planning system, and then explains how you can get involved in planning decisions and what you can expect from us along the way.   |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 1.5</b> | This describes the Council's purview but not a planning applicant's responsibility. We suggest   | Agree.   |

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|     |                   |                       |                 | <p>the paragraph be reworded to say:<br/> In line 2 – ‘how we and planning applicants seek to find out what you think.’<br/> In line 4 – ‘in the preparation and consideration of planning applications’.</p>  | <p><b>CHANGE MADE</b> - additional wording added to para 1.5 as follows: ‘Firstly, what actually is a Statement of Community Involvement (SCI)? An SCI is a document that sets out how we find out what you think <u>and how we expect applicants to go about doing the same</u>. This means how consultation will take place with the community, businesses and others during the preparation of planning policy and the <u>preparation and</u> consideration of planning applications. Councils are legally required to produce an SCI and make it available on their website for the public to access.</p> |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 2.1</b> | In line 6 remove the comma after ‘engagement’ to clarify that it assists choices rather than making decisions difficult.   | <p>Agree.</p> <p><b>CHANGES MADE</b> – comma removed.</p>   |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 2.2</b> | In line 5 it should be ‘includes’ since ‘community’ in line 4 is singular.   | <p>Agree.</p> <p><b>CHANGES MADE</b> – singular changed to plural.</p>  |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 2.3</b> | <p>Since developers/landowners proposing major and large scale developments are ‘required’ to (6.2 Figure 7: Pre-application stage), or told they ‘must’ (6.3) consult the local community, the word ‘expects’ in line 1 understates the need for consultation at that level. We suggest that line 1 should read:<br/> ‘WBC looks for its duty to engage the community in planning matters to be matched...’</p> | <p>Agree.</p> <p><b>CHANGES MADE</b> – text altered as suggested: ‘WBC <u>looks for</u> <del>expects</del> that its duty to engage the community in planning matters <del>should</del> <u>to</u> be matched by the efforts of developers, through the use of the Three Principles (Figure 2):’</p>  |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 3.5</b> | Line 2 refers to ‘made’ Neighbourhood Plans. The inverted commas indicate that this is a specialised term and we suggest you define it, eg ‘(adopted)’.  | <p>Agreed.</p> <p><b>CHANGES MADE</b> –additional footnote added to clarify the term as follows: <u>‘made’ is the technical term used in the regulations which</u></p>  |

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|     |                   |                       |                 |  | <i>simply means 'adopted'. Likewise, any reference to 'making' a neighbourhood plan means 'adopting' a neighbourhood plan.</i>  |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 4.2</b> | The first sentence is confusing since it is not clear what 'however' refers to. We suggest that this is really two sentences, ie put a full stop after 'Local Plan' in line 2 and begin line 3 as a new sentence 'However...'.<br><br>   | Agreed.<br><br><b>CHANGES MADE</b> – sentence split into two.   |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 6.2</b> | This paragraph describes the basic expectation in respect of a domestic planning application, but does not state the onus on developers / landowners to consult the local community in respect of major and large scale plans. We suggest a second sentence be added saying: 'For major and large proposed developments applicants need to consult more widely among the local community'.<br><br> | Agreed.<br><br><b>CHANGES MADE</b> – Additional sentence added as follows: 'Before submitting a planning application it is recommended applicants consult with immediate neighbours and people who may be affected by proposals. <i>For major and large proposed developments applicants need to consult more widely among the local community.</i> ' |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Fig. 7</b>   | The last line of the fourth panel, headed 'Determination' uses the word 'listed' but does not explain it. We suggest this should read '...Applications being 'listed' (ie required to be put to the Committee) by local Councillors.'<br><br>  | Agreed.<br><br><b>CHANGES MADE</b> – clarification added as suggested   |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 6.7</b> | The table refers to 'Medium' developments, a term not used elsewhere. Should this not be 'Major', which is the word used and then defined in Table 5 and Appendix 2?<br><br>   | Agreed.<br><br><b>CHANGES MADE</b> – titles changed to 'minor' developments and 'major' developments for consistency of language with elsewhere in the document   |
| 005 | Wokingham Society | <b>Suggest change</b> | <b>Para 6.7</b> | Since public engagement is a requirement for major and large scale development, we would like to see a statement to the effect that 'failure<br><br>   | Agreed.<br><br><b>CHANGES MADE</b> – Additional wording added   |

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|     |                   |                        |                         | to engage in such engagement is likely to jeopardise an application when it is considered for determination’.   | to para 6.7 as follows: ‘These methods or similar can be utilised repeatedly at different stages of the development process (pre-application, submission to the Council and during implementation of the scheme). However early community engagement - as summarised in the table below - will benefit both developers and the community by enabling the creation of appropriate, comprehensive development schemes and enabling subsequent applications to have a smoother progression through the planning system. <u>The council’s approach will be consistent with the NPPF which states that: ‘Applications that can demonstrate early, proactive and effective engagement with the community should be looked on more favourably than those that cannot’.</u> |
| 005 | Wokingham Society | <b>Suggest change</b>  | <b>Para 6.12 – 6.14</b> | Section on ‘How will we use your comments?’ It needs to be made clear that this section refers to comments submitted to the planning authority, and not those made to developers in response to their own public consultations. We suggest that the heading in white text on a red background be amended to read: ‘The written comments that are made to the Council on a planning application....’ | Agreed.<br><br><b>CHANGES MADE</b> – Heading altered as proposed.   |
| 006 | James Frewin      | <b>General comment</b> | <b>Section 1</b>        | ‘There is a significant difference between being told and being involved, There is nothing within this section that gives any confidence that engaging will have any benefit or make any difference. It is simply a statement of the need to have a process.’   | Section 1 is the introductory, scene-setting chapter. It explains the planning system and what an SCI is, with the more detailed chapters to follow. It is written in an open and honest way, which acknowledges how people can often be frustrated by becoming involved in planning late in the process. It is therefore a call for early participation before the   |

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|     |              |                        |                  |  | document goes into more detail in subsequent sections. <b>NO CHANGE IS REQUIRED.</b>  |
| 006 | James Frewin | <b>General comment</b> | <b>Section 2</b> | ‘Again there is a significant difference between telling and consultation. There is no indication that by being involved that residents will make any difference. There are no measurable outcomes or benefits for getting involved. Given the record of WBC not listening or taking into account any residents feedback - why should residents get involved?’   | Engagement exercises undertaken by the council’s planning functions are genuine attempts to seek opinion from residents and local businesses. Decisions must however be made within legal requirements and with regard to national planning policy and guidance. This can often conflict with local opinion. The outcomes of engagement can only be reflected in individual schemes / consultations. It is not possible for an SCI to do this. <b>NO CHANGE IS REQUIRED.</b>              |
| 006 | James Frewin | <b>General comment</b> | <b>Section 2</b> | <p>The language of this section indicates that WBC have to show they have followed a process but there is nothing that shows that by being involved that residents can make a difference. All they get is informed of the outcome.</p> <p>The levels of trust in WBC are at an extremely low level especially related to planning. If WBC are serious about Community Involvement then there has to be some tangible / measurable benefit in it for residents.’</p>  | <b>CHANGE MADE</b> – Additional paragraph 2.7 added to read as follows: <i><u>‘WBC will not pretend that planning decisions are a completely free choice. Decisions need to be made within legal requirements, have regard to national planning policy and guidance, and take into account technical evidence. There will also be differences of opinion. WBC wishes however to reach as many interested parties as possible, so that decisions take into account local opinion.’</u></i> |
| 006 | James Frewin | <b>General comment</b> | <b>Section 3</b> | ‘There is simply no point in local plans if they are not adhered to. The recent history and behaviours of WBC show that they simply bypass these plans after adoption. The Core strategy and Shinfield Neighbourhood plans are examples. Residents are informed that sites are reserve sites for 2026 and others are not yet WBC hold Executive meetings that change these local plans and there is no consultation or any recourse for residents. Why have local plans if they are simply changed by WBC after consultation?’ | The Council has been very successful in implementing its development strategy, delivering development in the allocated places and supporting this through infrastructure investment. Where appeals are lodged against the council’s decisions on individual planning applications, the majority of these are dismissed. It is acknowledged however that some decisions made by independent planning inspectors overrule the council’s decision. Without a local plan, a greater           |

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|     |              |                        |                  |  | <p>proportion of decisions would be allowed on appeal, leading to development occurring in the wrong places and not being supported by infrastructure.</p> <p>The MDD policy SAL03 is clear in setting out a range of situations where reserve sites could be brought forward prior to 2026. A decision was made by the council's Executive on 27 July 2017 to invite applications on the reserve sites as it was accepted that the 5 year land supply at that specific point in time was not robust and that the release of the reserve sites would help guard against unsustainable, speculative planning applications. The action undertaken by the Council was wholly consistent with criterion 2 of policy SAL03. <b>NO CHANGE IS REQUIRED.</b></p> |
| 006 | James Frewin | <b>General comment</b> | <b>Section 3</b> | 'Again all this section sets out is how WBC are going to inform/tell. This is not engagement !!' | <p><b>CHANGES MADE</b> – Additional paragraph 3.8 added to the 'How We Will Use Your Comments?' section for added clarity, as follows: <i>'For each stage of consultation undertaken, we will produce a Statement of Consultation which summarises all the comments received and how these comments have been used to update the consultation document or inform the strategy moving forward. Where comments have been raised that cannot be addressed, this will also be set out in the Statement of Consultation. Where there are comments received which are not directly relevant to the consultation in question, these will be shared with the relevant people within the council.'</i></p>  |
| 006 | James        | <b>General</b>         | <b>Section 4</b> | 'There is NO detail of what and why SPD's are ?'   | <b>CHANGES MADE</b> – Additional clarification   |

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|     | Frewin       | <b>comment</b>         |                  | So much for the principles of simple language and clarity to help residents involvement. This is planning language. What do SPD actually do? Again examples seem to show they are used to change local and strategic plans without consultation. Is this true? Consultation documents will be clear and concise and avoid unnecessary jargon, ???' | added to paragraph 4.1 as follows:<br>'Supplementary Planning Documents (SPDs) provide additional guidance to support <del>the</del> <u>specific</u> Local Plan <u>policies</u> . They may provide guidance on a topic area ( <u>e.g. on design, affordable housing</u> ) or provide guidance for a site or sites. <u>SPDs do not set new policy or allocate land, but add further detail to the contents of a Local Plan. So SPDSs are not part of the development plan (see Figure 4) but</u> they are a consideration when deciding planning applications.'   |
| 006 | James Frewin | <b>General comment</b> | <b>Section 5</b> | 'There is no where that indicates that these plans are actually carried out. WBC have set precedent that they are bypassed when it suits WBC without any further consultation. What measures are in place to show compliance.?'  | When made, neighbourhood plans (NPs) form part of the statutory development plan alongside the council's local plan. Together they form the starting point for considering planning applications. The Council has been very successful in implementing its development strategy, delivering development in the allocated places and supporting this through infrastructure investment. Where appeals are lodged against the council's decisions on individual planning applications, the majority of these are dismissed. It is acknowledged however that some decisions made by independent planning inspectors overrule the council's decision. Without a development plan, a greater proportion of decisions would be allowed on appeal, leading to development occurring in the wrong places and not being supported by infrastructure.<br><b>NO CHANGE IS REQUIRED.</b> |
| 006 | James Frewin | <b>General comment</b> | <b>Section 6</b> | 'This section states Before submitting a planning application it is recommended applicants consult with immediate neighbours and people who may  | The document is not prescriptive on the requirements as impacts can vary on a case by case basis. WBC's consultation practices   |

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|     |                              |                        |                      | be affected by proposals. What is the definition of immediate and may be effected? Experience shows that this is inconsistent and is not policed by WBC. What meets the needs of developers and not what is best for residents.' | follow nationally set procedure. <b>NO CHANGE IS REQUIRED.</b>   |
| 006 | James Frewin                 | <b>General comment</b> | <b>Section 6</b>     | '6.6 The tick box exercise is what the vast majority of residents strongly feel about WBC planning - what initiatives and measures are in place to counter this feeling?'  | This is an issue beyond the scope of this particular SCI document. The council is committed to openness and transparency in its consultation exercises. <b>NO CHANGE IS REQUIRED.</b>  |
| 006 | James Frewin                 | <b>General comment</b> | <b>General</b>       | 'This is not a consultation document but is a process communication. What action will be taken on comments and feedback is unclear and why residents should get involved is also unclear - no benefits and measures are shown.'  | Engagement exercises undertaken by the Council's planning functions are genuine attempts to seek opinion from residents and local businesses. Decisions must however be made within legal requirements and with regard to national planning policy and guidance. This can often conflict with local opinion. The outcomes of engagement can only be reflected in individual schemes / consultations. It is not possible for an SCI to do this. <b>NO CHANGE IS REQUIRED.</b> |
| 007 | Finchampstead Parish Council | <b>Support</b>         | N/A                  | Thank you for providing the opportunity to comment on the above. We fully support the principles of extensive community consultation and have no further comments to make.   | Support noted  |
| 008 | Historic England             | <b>Support</b>         | <b>Section 1 - 6</b> | 'Historic England has no concerns with section 1, 2, 3, 4, 5, 6 of the Draft Statement of Community Involvement 2018.'   | Support noted  |
| 009 | Cllr Imogen Shepherd-DuBey   | <b>General comment</b> | <b>Para 2.5</b>      | 'The data must be fully available to the public and every comment must be addressed.<br><br>'Any additional comments, not expected by the  | <b>CHANGES MADE</b> -Additional paragraphs added to the 'How We Will Use Your Comments?' sections of Chapter 3 and Chapter 4 - see paragraphs 3.8 and 4.5. This  |

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|     |                            |                        |                  | consultation must be treated with respect and passed to relevant department.<br><br>'All too often, residents respond to consultations, but the feedback is ignored, because it is not relevant to this particular consultation.'   | is sign posted by additional wording added to 4 <sup>th</sup> bullet point below para 2.5 as follows:<br>'Consultation outcomes will be made accessible to the public ( <u>see following chapters for how</u> ).'   |
| 009 | Cllr Imogen Shepherd-DuBey | <b>Suggest change</b>  | <b>Para 4.3</b>  | 'I don't see a reference to any Equality Impact Assessments. In all projects and plans - the needs of the protected groups needs to be considered and accommodated. All plans should include this consideration.<br><br>'All of the groups mentioned under the equalities act should be consulted.' | <b>CHANGES MADE</b> – Additional paragraph (2.6) added to chapter 2, the section which sets out the Council's overarching approach to consultation, as follows: <u>Every effort will be made to consult and accommodate the needs of protected groups. For projects and plans undertaken, an Equality Impact Assessment statement will be prepared in line with Council policy.</u> |
| 009 | Cllr Imogen Shepherd-DuBey | <b>Suggest change</b>  | <b>Table 4</b>   | 'This must include protected groups, especially disability groups. We do not want to be submitting applications that are not friendly to disabled users.'   | Noted – additional wording added elsewhere as paragraph 2.6. This is also covered already at Table7: Engaging Hard to Reach Groups'.  |
| 009 | Cllr Imogen Shepherd-DuBey | <b>General comment</b> | <b>Table 4</b>   | 'I would like to see ALL properties built to be accessible to wheelchair users and safe for people with differing abilities.'   | The design and accessibility of housing – as well as other specifics of planning - are issues for the local plan, specific SPDs, and applications and cannot be addressed through the SCI. <b>NO CHANGE IS REQUIRED.</b>  |
| 009 | Cllr Imogen Shepherd-DuBey | <b>Suggest change</b>  | <b>Para 6.17</b> | 'Sometimes there is more than one councillor and the time slot is not a dedicated one as it has to be shared with the interested parties. There are not three slots, but I would prefer it if there were!'  | Agree.<br><br><b>CHANGES MADE</b> – Text altered for additional clarity as follows: 'There are three dedicated speaking slots per application for the <del>Borough Councillor, a representative of the Town/Parish Council and the applicant, and one additional slot for any other interested parties (usually residents) who have arranged</del>                                  |

|     |                            |                        |                |  |   |
|-----|----------------------------|------------------------|----------------|--|---|
|     |                            |                        |                |  | <p><u>to address the Committee Town or Parish Council; objectors; and applicants, agents or supporters. All parties wishing to address the Committee must register online their intention to speak in advance of the meeting. Each of the three slots is allocated a maximum of three minutes for speakers to make their points; if several <del>residents</del> <u>people (be they residents, councillors, agents)</u> wish to speak, then the combined length has to fit into the specified three minute time limit. It is therefore recommended that if large numbers of people share similar views on an application then they should organise a spokesperson to represent them. After each Planning Committee the minutes of the meeting are made available to view on the Council's website.'</u></p> |
| 009 | Cllr Imogen Shepherd-DuBey | <b>General comment</b> | <b>General</b> | <p>'There is not enough support for people with disabilities when it comes to planning applications - there needs to be more attention to this group in the consultation and planning stages.'</p> | <p>People with disabilities, and other hard to reach groups, are covered in the section 'Hard to Reach Groups' of the SCI which sets out ways to include people with disabilities in planning. All projects and plans will need to produce an Equality Impact Assessment in line with Council policy. For planning applications, design and access statements accompanying applications will need to consider the needs of people with disabilities.</p>  |
| 010 | Canal and Rivers Trust     | <b>No comment</b>      | N/A            | <p>As the Trust neither owns or maintains any waterway in the area we have no comments to make.</p>  | <p>Comment noted</p>  |

**Table 2 – Schedule of minor changes made not in response to representations**

| Reason for change              | Paragraph / section          | Change proposed (new wording in <i>italics and underlined</i> , removed wording struckthrough)  |
|--------------------------------|------------------------------|---|
| Update to stage of the process | Para 1.7                     | The SCI <del>2019</del> is being updated now because <i>has been produced because</i> since WBC adopted its existing SCI in 2014, there have been changes to national planning policy and guidance <i>meant the previous version (adopted in 2014) was no longer up to date.</i> For example, it is now a requirement for an SCI to incorporate guidance on the support that is available for communities producing neighbourhood plans (see chapter 5 for more details). |
| Update to stage of the process | Para 1.8                     | As a result of these changes, a review of the SCI <del>was has been</del> undertaken. This <del>A</del> draft revised SCI <del>will be</del> <i>was consulted on for 6 weeks from 9 November to 21 December 2018 and was</i> subject to the same consultation procedures as draft supplementary planning documents (see chapter 6). <i>This document</i> <del>The final version when adopted,</del> will supersede the <del>existing</del> <i>2014</i> SCI.               |
| For additional clarity         | Para 3.6                     | There are minimum consultation requirements set out in the regulations that we must follow in preparing a Local Plan. We will however strive to go beyond the minimum that is required. Table 1 below <del>also</del> sets out <i>our consultation responsibilities and also states</i> things that we would like to do but may not always be able to.  |
| For additional clarity         | Figure 5                     | Fourth box down: <i>Consider R</i> representations and finalise SPD.  |
| Correction                     | Para 6.1                     | Second sentence: ‘...of public engagement highlighted in <del>orange</del> <i>red.</i> ’  |
| For additional clarity         | Figure 7                     | Third box down: ‘Consultation - For a 21 day period ( <i>unless a longer statutory period applies</i> ), the application – including all supporting documents, such as an EIA - is publicised and the views of all interested parties are sought. This includes neighbours, Local Councillors, Town and Parish Councils and any other relevant bodies. Methods of consultation are set out in Table 4.  |
| For additional clarity         | Tables 4&5                   | Table 4: Letters/emails/ <i>postcards</i> ; Table 5: Letter, <del>&amp;</del> email <i>&amp; postcard</i>   |
| For additional clarity         | Table at paragraph 6.7       | Title added to the table: <i>Table 6: Early community engagement for Planning Applications</i> . Reference updated in second sentence of paragraph 6.7.<br><br>Numbering of table ‘Engaging Hard to Reach Groups’ updated from 6 to 7.  |
| Correction                     | Bubble before paragraph 6.12 | The written comments that are made to the council on a planning application will be <i>considered as part of the decision making process.</i>   |
| Correction                     | Appendix 1                   | Homes <i>England</i> and Communities Agency   |
| Correction                     | Appendix 1                   | <i>South East Water</i> (NB. South East Water were consulted on the application but erroneously omitted from the list in Appendix 1)  |

## Appendices

Appendix A – List of Statutory Consultees consulted

Appendix B – Text of email sent to consultees

Appendix C – Text of letter sent to consultees with no provided email address

Appendix D – Statutory notice wording

Appendix E – Council website screenshots

Appendix F – Social media notifications

Appendix G – Email sent via Viewpoint on 7 December 2018

Appendix H – FAQ questions

## Appendix A – List of Statutory Consultees consulted

| <b>Statutory Consultees</b>                              |
|--|
| All parish/town councils within or adjoining the borough |
| Aylesbury Vale District Council                          |
| Basingstoke and Deane Borough Council                    |
| Berkshire NHS  |
| Berkshire Thames Valley Local Enterprise Partnership     |
| Bracknell Forest Council                                 |
| Buckinghamshire County Council                           |
| Canal & River Trust                                      |
| Cherwell District Council                                |
| Chiltern District Council                                |
| Coal Authority   |
| Crossrail  |
| Defence Infrastructure Organisation                      |
| East Hampshire District Council                          |
| Enterprise M3 Local Enterprise Partnership               |
| Environment Agency                                       |
| Guildford Borough Council                                |
| Gypsy Association  |
| Hampshire County Council                                 |
| Hart District Council                                    |
| Health and Safety Executive                              |
| Highways England   |
| Historic England   |
| Homes and Community Agency                               |
| Marine Management Organisation                           |
| Mayor of London  |
| Mobile Broadband Network Limited                         |
| Mono consultants (represents mobile operators)           |
| MOD Safeguarding   |
| Members of Parliament covering Wokingham Borough         |
| National Farmers' Union                                  |
| National Grid  |
| National Rail  |
| Natural England  |
| Network Rail   |
| NHS  |
| Office of Nuclear Regulation                             |
| Office of Rail Regulation                                |
| Oxfordshire County Council                               |
| Reading Borough Council                                  |
| Royal Berkshire Fire and Rescue                          |
| Royal Berkshire NHS                                      |
| Royal Borough of Windsor and Maidenhead                  |
| Runnymede Borough Council                                |
| Rushmoor Borough Council                                 |
| Scottish and Southern Electric                           |
| Slough Borough Council                                   |
| South Bucks District Council                             |
| South East Water   |

|                                      |
|--------------------------------------|
| South Oxfordshire Borough Council    |
| Spelthorne Borough Council           |
| Sport England                        |
| Surrey County Council                |
| Surrey Heath Borough Council         |
| Swindon Borough Council              |
| Test Valley Borough Council          |
| Thames Valley Police                 |
| Theatres Trust                       |
| Transport for London                 |
| Vale of White Horse District Council |
| Waverley Borough Council             |
| West Berkshire Council               |
| West Oxfordshire District Council    |
| Wiltshire County Council             |
| Winchester City Council              |
| Woking Borough Council               |
| Wycombe District Council             |

## PLANNING POLICY NEWSLETTER



### Statement of Community Involvement Consultation

We are consulting on an update to the Statement of Community Involvement (SCI). This is due to changes to national planning policy and guidance since it was last updated in 2014.

An SCI is a document that sets out how we find out what you think. This means how consultation will take place with the community, businesses and others during the preparation of planning policy and the consideration of planning applications.

To get involved and let us know your views on the new SCI, please visit our consultation page at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations). For further information and to view the existing 2014 SCI please visit our planning policy page [here](#).

This consultation runs from **Friday 9 November to 4pm on Friday 21 December 2018**.

For more information or if you have any queries, please email [PolicyandPlans@wokingham.gov.uk](mailto:PolicyandPlans@wokingham.gov.uk).

**Our mailing address is:**

[PolicyandPlans@wokingham.gov.uk](mailto:PolicyandPlans@wokingham.gov.uk)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#)

---

Appendix C – Text of letter sent to consultees with no provided email address (SCI wording highlighted)

|                        |
|------------------------|
| Growth & Delivery Team |
| Shute End, Wokingham   |
| Berkshire RG40 1WR     |
| LPU@wokingham.gov.uk   |
| 7 November 2018        |

Dear Sir / Madam,

**LOCAL PLAN UPDATE CONSULTATION – ‘HOMES FOR THE FUTURE’**

Wokingham Borough Council is consulting on the Local Plan Update, which will guide where and how growth will take place in the borough in the years up to 2036. We want you to join the conversation and have your say.

**Local Plan Update Consultation**

**Monday 12 November 2018 to 4pm Friday 15 February 2019**

Wokingham borough is a popular place to live, with a strong economy and high quality of life. This popularity causes a huge challenge to provide the homes we need. We need to provide these homes for the future in the right way – and with your involvement.

**Consultation**

This consultation on the Local Plan Update (LPU) asks you about where you think development should go – concentrated in new communities or spread throughout the borough – and whether there are locations that may be suitable for higher densities, and taller buildings. There are also questions about land for new employment centres. You will be able to see all of the land being put forward for development as part of this process and provide comments on its suitability.

The full consultation document along with all supporting documents and further details on the consultation can be found on our website at [www.wokingham.gov.uk/localplanupdate](http://www.wokingham.gov.uk/localplanupdate).

We welcome any comments you have via our online form at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations). Comments can also be submitted by:

- Email: [lpu@wokingham.gov.uk](mailto:lpu@wokingham.gov.uk)
- Post: Local Plan Update consultation, Wokingham Borough Council, Shute End, Wokingham, RG40 1WR

The deadline for comments is by 4pm Friday 15 February 2019.

We will also be running a number of events across the borough during the consultation. Come along to the following locations to find out more and ask any questions. All events run from 7 - 9pm.

### **WINNERSH**

**Tuesday 4 December  
2018**

Winnersh Community Centre  
New Road, Winnersh  
RG41 5DU

### **WOKINGHAM WITHOUT**

**Monday 7 January  
2019**

The Howard Palmer Room,  
St Sebastian's Memorial Hall  
Nine Mile Ride RG40 3BA

### **TWYFORD**

**Thursday 10 January  
2019**

Loddon Hall  
Loddon Hall Road, Twyford  
RG10 9JA

### **WOKINGHAM**

**Wednesday 16 January  
2019**

Wokingham Town Hall  
Market Place, Wokingham  
RG40 1AS

### **SHINFIELD**

**Tuesday 22 January  
2019**

Ryeish Green Sports Centre  
Hyde End Road RG7 1EP

### **ARBORFIELD**

**Wednesday 30 January  
2019**

Henry Street Garden Centre  
Swallowfield Road, Arborfield  
RG2 9JY

### **EARLEY**

**Wednesday 6 February  
2019**

Trinity Church, Chalfont Close  
Earley RG6 5HZ

### **WOODLEY**

**Tuesday 12 February  
2019**

Oakwood Centre  
Headley Road, Woodley  
RG5 4JZ

## **Sustainability Appraisal**

A Sustainability Appraisal (including a Strategic Environmental Assessment) which assesses the social, environmental and economic effects of all of the different possible options is also available for review as part of the consultation.

## **Technical Studies**

Further technical evidence base work is underway to support the plan and is available on our website at [www.wokingham.gov.uk/localplanupdate](http://www.wokingham.gov.uk/localplanupdate). This includes the output of the masterplanning work on larger sites and a Settlement Hierarchy Assessment.

## **STATEMENT OF COMMUNITY INVOLVEMENT CONSULTATION**

We are also consulting on an update to the Statement of Community Involvement (SCI). This is due to changes to national planning policy and guidance since it was last updated in 2014.

An SCI is a document that sets out how we find out what you think. This means how consultation will take place with the community, businesses and others during the preparation of planning policy and the consideration of planning applications.

To get involved and let us know your views on the new SCI, please visit our consultation page at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations).

This consultation runs from **Friday 9 November to 4pm on Friday 21 December 2018.**

## UPDATE TO THE TIMETABLE OF LOCAL PLANS

On 25 October the council's Executive approved an updated Local Development Scheme (LDS) outlining the timetable for the Local Plan Update and the Minerals and Waste Local Plan. Take a look at the new timetable on our website at [www.wokingham.gov.uk/localplanupdate](http://www.wokingham.gov.uk/localplanupdate).

Hard copies of the Local Plan Update and the Statement of Community Involvement consultation documents will also be available during office hours at the council offices at Shute End, Wokingham, RG40 1BN.

Should you have any questions regarding the Local Plan Update or the SCI consultation, please contact the Growth & Delivery Team by emailing [LPU@wokingham.gov.uk](mailto:LPU@wokingham.gov.uk)

Yours faithfully,

*Growth & Delivery Team*

Growth & Delivery Team

Wokingham Borough Council

*You are being contacted because your details appear on our consultation database, however should you wish to be removed from our consultation database please let us know by emailing [LPU@wokingham.gov.uk](mailto:LPU@wokingham.gov.uk) and we will remove you from our database.*

*If possible, please let us know an up to date email address for our records to enable email notifications.*

## Appendix D – Statutory notice wording

**Wokingham Borough Council**

**PLANNING AND COMPULSORY PURCHASE ACT 2004  
THE TOWN AND COUNTRY PLANNING (LOCAL PLANNING)(ENGLAND) REGULATIONS 2012**

**Local Plan update consultation**

**And**

**Statement of Community Involvement consultation**

This notice has been prepared in accordance with Regulations 18 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

### **Local Plan Consultation**

Wokingham Borough council is preparing a new Local Plan which includes an ongoing programme of engagement and consultation. The purpose of this consultation is to enable people to make representations on where development should go and whether there are locations that may be suitable for higher densities, and taller buildings.

**The consultation will run from Monday 12 November 2018 to 4pm Friday 15 February 2019**

Please submit your comments via our online form at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations)

Comments can also be submitted by:

- Email: [lpu@wokingham.gov.uk](mailto:lpu@wokingham.gov.uk)
- Post: Local Plan Update consultation, Wokingham Borough Council, Shute End, Wokingham, RG40 1WR

The consultation document can be inspected:

- On the council's website at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations); and
- At the Council Offices: Civic Offices, Shute End, Wokingham, RG40 1BN

### **The Statement of Community Involvement (SCI) Consultation**

The SCI is a document that describes how we will engage with our residents, businesses and others when preparing planning policy and considering planning applications.

In accordance with the regulations, the council has made a copy of the SCI available:

- On the council's website at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations); and

- At the Council Offices: Civic Offices, Shute End, Wokingham, RG40 1BN

All representations must be received by the council in writing during the period 9 November 2018 to 21 December 2018. Representations can be submitted by completing the online form available at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations) or by sending comments to us. Please return your completed response form or comments to us by:

- Email: [policyandplans@wokingham.gov.uk](mailto:policyandplans@wokingham.gov.uk)
- Post: Growth & Delivery Team, Wokingham Borough Council, Civic Offices, Shute End, Wokingham, RG40 1WR

Representations made will be considered for incorporation into the final version of the document.

Any person who has made representations about the SCI may withdraw those representations at any time by giving notice in writing to the Council either by email or by post at the addresses set out above.

42 | CLASSIFIEDS To advertise email [advertising@wokinghampaper.co.uk](mailto:advertising@wokinghampaper.co.uk)

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Email [advertising@wokinghampaper.co.uk](mailto:advertising@wokinghampaper.co.uk)

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*Special rates for 4, 12, 26 and 52 weeks* | *We cover Wokingham borough*

### PUBLIC NOTICE



**WOKINGHAM  
BOROUGH COUNCIL**

**Wokingham Borough Council  
PLANNING AND COMPULSORY PURCHASE ACT 2004  
THE TOWN AND COUNTRY PLANNING (LOCAL  
PLANNING)(ENGLAND) REGULATIONS 2012  
Local Plan update consultation  
and  
Statement of Community Involvement consultation**

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Comments can also be submitted by:

- Email: [lp@wokingham.gov.uk](mailto:lp@wokingham.gov.uk)
- Post: Local Plan Update consultation, Wokingham Borough Council, Shute End, Wokingham, RG40 1WR

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- At the Council Offices: Civic Offices, Shute End, Wokingham, RG40 1BN

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Please return your completed response form or comments to us by:

- Email: [policyandplans@wokingham.gov.uk](mailto:policyandplans@wokingham.gov.uk)
- Post: Growth & Delivery Team, Wokingham Borough Council, Civic Offices, Shute End, Wokingham, RG40 1WR

Representations made will be considered for incorporation into the final version of the document.

Any person who has made representations about the SCI may withdraw those representations at any time by giving notice in writing to the Council either by email or by post at the addresses set out above.

**HOUSE CLEARANCE**

**HOUSE CLEARANCES**  
**07712 212760**  
OR 01344 860566

THE TRADING POST  
WIDE COTTAGE STUDIO,  
BINFIELD ROAD,  
WOKINGHAM RG40 1PR

**LOGS**

**LOGS**

Well seasoned  
hardwood.  
Various sizes/loads  
available.  
Also 1 ton bags  
available.  
Free Delivery

**07881964387**

**THE WOKINGHAM PAPER**  
NEWS WITH A HEART FOR THE BOROUGH

**Med**

*Salary guide £18-26,*

We are looking for someone to join the Wokingham Paper — providing advertising as well as wider public information. As part of a small team, you will be responsible for the day-to-day running of the paper. The good news is that within the paper, you will have a lot of freedom to customise your work.

Although we would ideally like to employ someone full-time, we would consider some part-time options. For example, it might suit a parent with childcare responsibilities. We offer a 5-day to 4-day per week role. You may also have been a member of the paper before or even have been a volunteer.

The Wokingham Paper is a Social Enterprise. We are proud to be a part of our communities within the borough. Our aims are:

- The promotion of local democracy
- Encouragement of employment and training opportunities for local community groups & individuals

**For an informal discussion or email driley**

**ELECTRICAL**

# Appendix E – Council website screenshots

- [Minerals and Waste Local Plan](#)
- [South East Plan - Natural Resource Management 6](#)
- [Supplementary Planning Documents \(SPDs\)](#)
- [Statement of Community Involvement](#)

**Draft Statement of Community Involvement 2018 Consultation**

We are currently consulting on a draft Statement of Community Involvement (SCI). The SCI is being updated now because since the Council adopted its existing SCI in 2014, there have been changes to national planning policy and guidance.

As a result of these changes, a revised draft SCI has been produced and we would like your comments on it. Please visit our [consultation page](#) to view the document and fill in the response form to give us your views.

Hard copies of the document are also available during office hours at the council offices, Shute End, Wokingham, RG40 1BN.

**What is a Statement of Community Involvement?**

A Statement of Community Involvement:

- Lets you know how you can get involved in planning
- Sets out how we will engage the wider community in planning
- Sets the level of community engagement we expect from developers

**Existing Statement of Community Involvement**

The Council's current Statement of Community Involvement was adopted on 31 July 2014.

- Read our [Statement of Community Involvement \(PDF document\)](#)
- Read our [Statement of Consultation for the Statement of Community Involvement \(PDF document\)](#)

[Gypsy and Traveller Local Plan](#)

[Planning Policy Team contacts](#)

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## Current consultations

News and consultation - Consultations

| Consultation  | Service area                  |
|---|-------------------------------|
| <a href="#">Local Plan Update: Homes for the Future</a> | Planning and building control |
| <a href="#">Statement of Community Involvement</a>      | Planning and building control |
| <a href="#">Local Council Tax Reduction Scheme</a>      | Council Tax                   |
| <a href="#">STAR (leaseholders) Satisfaction Survey</a> | Housing and tenants           |
| <a href="#">STAR Tenant Satisfaction Survey</a>         | Housing and tenants           |
| <a href="#">STAR (shelter accommodation)...</a>         | Housing and tenants           |
| <a href="#">The Terrace: parking restrictions...</a>    | Parking, roads and travel     |
| <a href="#">Rose Street Consultation</a>                | Parking, roads and travel     |

- [Consultation and having your say](#)
- [Search consultations](#)
- [Current consultations](#)
- [Finished consultations](#)
- [e-Petitions](#)

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HM Government

## Current consultations

### Statement of Community Involvement

#### Service area

Planning and building control

#### Deadline date for responses

21 December 2018

#### Deadline time for responses

16:00

#### Details of consultation

An SCI is a document that sets out how we find out what you think. This how we will engage with our residents, businesses and others when preparing planning policy and considering planning applications.

The SCI outlines the level of community involvement that will take place. It sets out clear procedures and standards that we will follow when engaging with you, providing transparency for residents, businesses and others.

We are updating the SCI now because since we adopted our existing SCI in 2014, there have been changes to national planning policy and guidance.

As a result of these changes, a revised draft SCI has been produced and we would like your comments on it.

Read our [Draft Statement of Community Involvement 2018 \(PDF document\)](#)

Hard copies of the document are also available at the council offices at [Wokingham Borough Council, Civic Offices, Shute End, Wokingham, RG40 1BN](#).

We would like to hear your views on the updated draft SCI which, if adopted (approved), will replace the current 2014 SCI. For further information and to view the existing 2014 SCI, please visit our planning policy page [here](#).

#### Consultation response form (PDF document)

 [SCI Consultation Response form FINAL.pdf](#) - 266KB

Please use the SCI Consultation Response Form to respond. Return your completed form, or write to us if you would prefer, to: - Email: [policyandplans@wokingham.gov.uk](mailto:policyandplans@wokingham.gov.uk) - Post: Growth & Delivery Team, Wokingham Borough Council, Civic Offices, Shute End, Wokingham, RG40 1WR

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**WOKINGHAM**  
BOROUGH COUNCIL

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# Appendix F – Social media notifications

Wokingham Borough Council

www.wokingham.gov.uk/sport

Like Comment

1 share

Wokingham Borough Council  
19 November 2018

Wokingham Borough Council is updating its Statement of Community Involvement (SCI) and wants to hear your views: <http://news.wokingham.gov.uk/involving-you-in-planning/>

Like Comment

Joan Fowler likes this.

Wokingham Borough Council  
16 November 2018

The video from Wednesday's Planning Committee is now online if you want to take a look: <https://www.youtube.com/watch?v=fm5NLI3NoG8>

Related Pages

- The Wokingham Paper - Media/news company
- Woodland Tea Rooms - Tea room
- Dinton Pastures Country Park - Lake
- Wokingham Theatre - Performance art theatre
- Reading Council - Government organisation

Wokingham Borough Council  
@WokinghamBC

Tweets 13.5K Following 122 Followers 11.2K Likes 342

Follow

**Come and join in with the fun of our festive Dementia Friendly Tea Dance at Wokingham Methodist Church.**

The dance is for people living with dementia along with their carers/ family members and we will provide everything you need to have an enjoyable afternoon.

No need to book. For details of how to get into the swing, contact the Physical Activity Projects Coordinator on 0118 974 3728 or email [sport@wokingham.gov.uk](mailto:sport@wokingham.gov.uk)

When: Thursday 13 December 2018  
Where: Wokingham Methodist Church  
Time: 1pm start to 3pm  
Cost: £3.50 per person to cover refreshments.

Wokingham Borough Council @WokinghamBC · 19 Nov 2018

Wokingham Borough Council is updating its **Statement of Community Involvement (SCI)** and wants to hear your views: [news.wokingham.gov.uk/involving-you-...](http://news.wokingham.gov.uk/involving-you-...)

Wokingham Borough Council

Thank you for your patience while these emergency works were carried out.

Like Comment

Sue Edwards likes this.

Wokingham Borough Council  
19 December 2018 at 01:10

Last chance to tell us how you want us to involve you

We are consulting on an update to the **Statement of Community Involvement (SCI)**, which sets out how we find out what you think. This means how consultation will take place with you when preparing planning policy and considering planning applications. It may sound a bit dull, but it's actually pretty important. You often tell us we don't consult you in the right way -- this is your chance to tell us how best to reach you!

T... See more

WOKINGHAM.GOV.UK  
**Current consultations**  
View current consultations and have your say

6,849 people like this  
7,556 people follow this

About See All

Wokingham Borough Council, Civic Offices, Shute End (193.21 km) RG40 1BN Wokingham  
Get Directions

0118 974 6000

Contact Wokingham Borough Council on Messenger

www.wokingham.gov.uk

Government organisation

Hours 08:30 - 17:00  
Open now

## Appendix G – Reminder email sent via Viewpoint on 7 December 2018

### Statement of Community Involvement

We are consulting on an update to the Statement of Community Involvement (SCI), which sets out how we find out what you think. This means how consultation will take place with you when preparing planning policy and considering planning applications. It may **sound a bit dull, but it's actually pretty important. You often tell us we don't consult you in the right way -- this is your chance to tell us how best to reach you!**

To get involved and let us know your views on the new SCI, please visit our consultation page at [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations). For further information and to view the existing 2014 SCI please visit our planning policy page [here](#).

This consultation runs until **4pm on Friday 21 December 2018**.

For more information, email [PolicyandPlans@wokingham.gov.uk](mailto:PolicyandPlans@wokingham.gov.uk).

## Appendix H – LPU Consultation FAQ Questions – Specific SCI questions (up to 21 December 2018)

### Wokingham Borough Council Local Plan Update (LPU) Frequently Asked Questions about the Consultation

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#### FAQs re the Statement of Community Involvement

##### Q. What is a Statement of Community Involvement (SCI)

A. Statement of Community Involvement is a statutory planning document that sets out how we find out what you think about planning matters. This sets out how consultation will take place with the community, businesses and others during the preparation of planning policy and the consideration of planning applications.

##### Q. Why is the Council preparing a new Statement of Community Involvement now?

A. As with local plans, it is important that the council has an up to date SCI which reflects latest national policy, guidance, and legislation. The SCI is being updated now because since the Council adopted its existing SCI in 2014, there have been changes to national planning policy and guidance. For example, it is now a requirement for an SCI to incorporate guidance on the support that is available for communities producing neighbourhood plans (see chapter 5 for more details). As a result of these changes, a review of the SCI has been undertaken and we are seeking your views on this draft document.

##### Q. Is the SCI consultation separate from the LPU consultation ‘Homes for the Future’

A. Yes. We are running a separate consultation on the SCI alongside the LPU consultation. So your views on both of these consultations are welcomed. The LPU consultation is taking place in accordance with our existing SCI (from 2014) as well as this proposed new SCI.

##### Q. How do I respond to the consultation on the draft SCI?

A. Please send us your comments via our online form, by email or by post. If you only wish to address certain parts of the consultation, please feel free to respond to only some of the questions. Please return your completed response form or comments to us by:

- Online at: [www.wokingham.gov.uk/consultations](http://www.wokingham.gov.uk/consultations)
- By email to: [PolicyandPlans@wokingham.gov.uk](mailto:PolicyandPlans@wokingham.gov.uk)
- By post to: Growth & Delivery Team, Wokingham Borough Council, Civic Offices, Shute End, Wokingham, RG40 1WR

## Appendix H – LPU Consultation FAQ Questions – Specific SCI questions (post 21 December 2018)

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### **FAQs re the Statement of Community Involvement**

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#### **Q. What are the next steps for the Statement of Community Involvement?**

**A.** All the comments received during the consultation on the draft SCI (which ran from 9 November to 21 December 2018) will be summarised and set out in a Statement of Consultation and the draft SCI will be updated based on the comments as appropriate. The finalised version of the SCI will be taken to the council's Executive in early 2019 for adoption and once adopted this will replace the 2014 version.