

# **Borough Council of King's and West Norfolk**

## **Consideration of Comments received from the 'Statement of Community Involvement 2017' Consultation**

**Summary of Comments Received** - Please note that comments can be viewed in full via the following link:

[http://consult.west-norfolk.gov.uk/portal/sci\\_2017/statement\\_of\\_community\\_involvement\\_2017\\_1?tab=info](http://consult.west-norfolk.gov.uk/portal/sci_2017/statement_of_community_involvement_2017_1?tab=info)

Record ID	Date Received	Name & Organisation	Summary of Comments	Suggested Response	Action
1	06/02/2017	Emma Pattison (Fisher German LLP / CLH Pipeline System Ltd)	A map which illustrates their client's apparatus is provided and they request that the Borough Council consult them for any proposals in this vicinity	The Borough Council will consult on planning proposals in this area	No action
2	14/02/2017	David Price (South Wootton parish Council – Chairman)	South Wootton Parish Council thank the Borough Council for the information contained within the proposed SCI and agree with its contents	The Borough Council appreciate the response from South Wootton Parish Council	No action
3	16/02/2017	Mr Richard Brown	Believes that Local views should be taken into account, and that they are not always represented by the Parish Council	The views of local residents as well as that of the parish councils are taken into account when decisions are made by the Borough Council in the Local Plan process and in the determination of planning applications	No action
4	20/02/2017	Mr Keith Ives	Local Plan: <ul style="list-style-type: none"> <li>• Welcomes efforts to accelerate the Local Plan process</li> <li>• Considers that Parish Council cycles should be taken into account in consultations</li> <li>• Suggests that reports to the Local Plan Task Group are made available</li> <li>• Believes that proposed changes should be highlighted</li> </ul>	Local Plan consultations take account of legislation, the NPPF & PPG, where holidays fall consultation periods are extended to account for these. A recent example is the submission consultation of the North Runcton and West Winch Neighbourhood Plan which took place over the Christmas period,	Add the following text to the SCI : <i>'We will endeavour to highlight proposed changes to the Local Plan, and make these sufficiently clear'</i>  Text added to the document regarding the recommendation that Parish Councils could hold special

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			<p>Planning Applications:</p> <ul style="list-style-type: none"> <li>• Suggests that a King’s Lynn Town Council is formed</li> <li>• Believes that Parish Council comments should be clear and offer sufficient information to determine if an application is referred to the Planning Committee or not, rather than applications ‘automatically’ being referred to the committee.</li> </ul>	<p>so the consultation was extended by 2 weeks, from 6 to 8, to take account of this. This is included within the SCI</p> <p>Agendas, reports and minutes for the Local Plan Task Group are made public and published on the Borough Council Website. There is a mechanism for Members not on the Task Group to attend and take part in the meetings</p> <p>The Borough Council will endeavour to highlight proposed changes to Local Plan, and make these sufficiently clear</p> <p>The comments made by parish councils to Local Plan consultations are considered important and are taken into account in the process. Whilst the consultation periods in terms of length are set out in regulations, it would be impractical to accommodate every parish council’s meeting cycle. However, given the</p>	<p>meeting in order to respond to Local Plan consultations if need be</p> <p>There is no further proposed direct action as a result of these comments. However, in day to day operation the points made are welcome reminders of good practices</p>

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				<p>importance of the Local Plan and comments made by parish councils, the Borough Council suggest that special parish council meetings could take place in order to respond to such consultations which do not align with their meeting cycle</p> <p>Comments relating to the formation of King's Lynn Town Council go beyond the scope of this SCI consultation</p> <p>The Borough Council agree that Parish Council comments should be clear and offer sufficient information to determine if the application should be referred to the Planning Committee or not. However the onus must be on the parish council to do this</p>	
5	22/02/2017	Carla Wright (Natural England)	Supportive of the principle of meaningful and early engagement in the planning process. Also provide details of the consultation process with Natural England	The information is noted and will be taken account of	No action
6	02/03/2017	Simon Bower (Snettisham Parish Council – Clerk)	No objection	The Borough Council appreciate the response from Snettisham Parish Council	No action

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7	06/03/2017	Naomi Chamberlain (Norfolk County Council – Infrastructure & Economic Growth Team)	Welcomes the publication of the draft SCI	Noted	No action
11	06/03/2017	D Clingo	Suggests that no more housing is required in the Borough, that the infrastructure and services cannot cope and that there are far too many second homes	Comments go beyond the scope of the SCI. However the comments are noted and it is suggested that the respondent reviews the Borough Council's adopted Local Plan ( Core Strategy 2011 and Site Allocations and Development Management Policies Plan 2016)	No action
12	06/03/2017	Mr & Mrs Skerry	Comments do not specifically relate to the SCI draft document made available for public consultation. They detail a potential development in Docking	The respondent is advised to check the planning pages of the Borough Council website and comment up the planning application these comments may apply to	No action
13	07/03/2017	Kate Senter (Middleton Parish Council - Clerk)	Support the principles of the SCI	The Borough Council appreciate the response from Middleton Parish Council	No action
14	07/03/2017	Alice Eggeling (Historic England)	Support the aims and approach, including the duty to co-operate. They note that some dates of documents, and names need updating.  They also suggest that this may be an opportunity to	The draft SCI does indeed require some updating in terms of document dates, names, and the adoption of the Borough Councils' Site Allocations and	Up-date the SCI to take account of the adoption of the Borough Councils' Site Allocations and Development Management Policies Plan

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			<p>explain the new Heritage Action Zone designation</p> <p>They welcome the ongoing dialogue between the Borough Council and Historic England</p>	<p>Development Management Policies Plan (2016)</p> <p>The Borough Council welcomes the opportunity to work alongside Historic England. However, considered that this is not an appropriate document to explain the Heritage Action Zone designation given the importance of this in its own right</p>	<p>(2016)</p> <p>'English Heritage' references will be updated to 'Historic England'</p>
15	08/03/2017	Nicola Cooper (Northwold Parish Council - Clerk)	No concerns raised	The Borough Council appreciate the response from Northwold Parish Council	No action
16	09/03/2017	(Leziate Parish Council)	<ul style="list-style-type: none"> <li>The adoption of the Site Allocations and Development Management Policies Plan in September 2016 needs to be incorporated</li> <li>The planning application process (pg17) doesn't mention the Local Plan or Local Plan documents</li> <li>Why can't the 21 day consultation period be extended to 28 days to match the regular monthly meeting schedule for councils</li> <li>Norfolk County Council not mentioned in the 'Duty to co-operate' section</li> <li>"Factual misrepresentation of the proposal" How can providing misleading or inaccurate details not be a material consideration requiring correction (pg23)</li> </ul>	<p>The Borough Council appreciate the response from Leziate Parish Council</p> <p>Page 17 is designed to give an overview of the planning application process</p> <p>21 days across all consultees is given in legislation. This used to be 14 days has been increased to 21 in line with all consultees. So it cannot be varied</p> <p>Page 23 this is classed as a non-</p>	SCI needs updating to reflect the adoption of the Site Allocations and Development Management Policies Plan.

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			<ul style="list-style-type: none"> <li>A list of acronyms would be useful</li> </ul>	<p>material consideration by the Royal Town Planning Institute (RTPI) best practice advice and therefore should reasonably remain on the list</p> <p>Acronyms – the full name of documents has been used in the SCI, the glossary to the Site Allocations and Development Management Policies Plan (2016) provides an explanation. We want to keep the SCI document as ‘clear’ as possible adding acronyms of things which aren’t mentioned the SCI could cause confusion</p>	
17	13/07/2017	David Goddard (George Goddard Ltd)	Concerned that local views have not been taking into account in past Local Plan Consultations, and hopes they will be taken into account going forward	Views of the community are taken into account and a balanced decision is reached in the round given all other competing issues including the requirement for the borough to meet its housing need	No action
18	16/03/2017	North Norfolk District Council	Applicate the reference to the duty to co-operate, consider the SCI to be clear and laid out in a logical way. Suggest the North Norfolk District Council is referred to as such	The Borough Council appreciates the response from North Norfolk District Council and looks forward to our continued collaborative working	Change ‘North Norfolk Borough Council’ to ‘North Norfolk District Council’ Update Neighbourhood Plan

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			<p>The Neighbourhood Planning section needs updating taking into recent changes to the process</p> <p>Add the ability to register for the Local Plan updates early on in the document for completeness</p>	<p>approach through the duty to co-operate</p>	<p>Sections</p> <p>Update the 'How can I be involved in the process?' section</p>
19	16/03/2017	Mima Garland (Burnham Thorpe Parish Council – Clerk)	<p>Suggests that on page 14 'may notify neighbouring properties' is amended to 'will notify neighbouring properties'</p> <p>Have requested the Policy Team meet with them to discuss neighbourhood planning and the Local Plan process</p>	<p>The Borough Council appreciates the response from Burnham Thorpe Parish Council</p> <p>Legislation highlights the use of one or the other term, so the wording within the SCI is appropriate. The terminology used offers a degree of flexibility and enables officers to use their planning judgement on a case by case basis. Given resource constraints it would not be practical to notify everybody for each proposal</p>	<p>The Policy Team have followed up this request or a meeting</p>
20	16/03/2017	Christina Jones (Holme next-the-sea Parish Council)	<p>Suggest that Borough Councillors act as a conduit for providing regular feedback on planning matters to the Parish Council and local community</p> <p>Consider the Borough's website to be difficult to navigate</p> <p>appreciate the quality of advice given as regards to their neighbourhood plan but would appreciate further resource here</p>	<p>The Borough Council appreciates the response from Burnham Home next-the-sea Council</p> <p>Agree that Borough Councillors should act a conduit between the Borough and Parish Councils; this is how the system should operate. No further reference to this within the SCI</p>	<p>No action</p>

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			Site notices should be in a clearly visible and safe location and would welcome the opportunity to comment upon revised applications / amended plans	<p>should be required for this to operate</p> <p>The Borough Council aims to keep the website up to date and provide information clearly and in plain English</p> <p>Work with regards to Neighbourhood Plans is growing rapidly and the Borough Council will aim to meet this work load with the appropriate resource</p> <p>Agree site notices should be well placed. With regard to amendments whether re-consultation is necessary, there is no legal requirement to consult on amended plans. No specific action, officers have to use judgement in local circumstances</p>	
21	17/03/2017	Graham Moore (Middle Level Commissioners)	Considers that the Middle Level Commissioners and the relevant boards should be mentioned within the SCI	The Middle Level Commissioners and the relevant boards should be mentioned within the SCI however they are not statutory consultees at this moment in time	List the Middle Level Commissioners and Internal Drainage Boards on page 22
22	20/03/2017	Peter Ayton	<ul style="list-style-type: none"> <li>Considers that the scope of public consultations and events with regard to the</li> </ul>	The Borough Council will endeavour to ensure that the	No action

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			<p>Local Plan should be clearly identified beforehand</p> <ul style="list-style-type: none"> <li>Believes that with regard to planning applications the Council should explain how substantial objects have been overcome and planning permission granted</li> </ul>	<p>reason for and the scope of any Local Plan consultation is sufficiently clear</p> <p>This information should be contained within the officer report, which should state how substantial objections have been dealt with</p>	
23	20/03/2017	Clare de Whalley (Grimston, Congham and Roydon Residents' Association)	Expresses concern that consultees will be cut out the process at the early stages	This is not the intention of the SCI. It is intended to engage with the community and other consultees at the early stages	No action
24	22/03/2017 (Late – after the consultation closed)	Kate Senter (Gayton Parish Council – Clerk)	Support the SCI	Although late, the Borough Council appreciate the response from Gayton Parish Council	No action
25	20/03/2017	June Leamon	Suggests that language used in consultations is easy for everyone to engage with, and doesn't put people off from taking part. Also suggests that public access on the website could be made easier for people to comment on planning applications, and easier for people to access the information which could impact upon them	The Borough Council will endeavour to use 'Plain English' where possible in consultation material, giving due consideration to the statutory requirements, to ensure that as many people as possible are able to engage within consultation processes. The website was overhauled	No action

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				recently with the usability in mind, the Borough Council going forward will continue to improve and update the website accordingly	